



TAURANGA BRIDGE CLUB INC.
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REGISTERED CHARITY CC59814

CLUB ROOMS

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**MINUTES OF THE TAURANGA BRIDGE CLUB COMMITTEE MEETING HELD AT THE CLUBROOMS, ON
TUESDAY AUGUST 20TH, 2024 AT 7:00PM**

PRESENT: Mike Newton (Chair), Muriel Banks, Rebecca Osborne, Kate Terry, Diedre Gunn, Karyl Anderson, Jackie Blue (via Zoom), Pat Ware

APOLOGIES: Hugh McAlister, David Fornusek. **Accepted**

MINUTES: That the minutes of the previous meeting held on July 16th, 2024, be confirmed.
MB/PW CARRIED

MATTERS ARISING

- a) 2024 Xmas Function. Confirmed Sat December 14th. Regular communication will be required due to the date change made after publication of the programme. Theme agreed. Lunch rather than brunch. 2025 date will be Sat Dec 13th with the programme to finish on Friday 12th.
- b) Ladies Tournament. With this years event being cancelled due to lack of entries, Kate will speak to Mel (NZCBA marketing). Check the calendar that listed it as Multigrade 3A.
- c) Office Chairs- 2 new have been ordered with the cost covered by a generous donation from Hilary McKenna.
- D) Westpac. Total of 30k in term deposit now established. Plus a second transaction account for events etc.

CORRESPONDENCE

- A) NZ Bridge AGM -delegates will be Mike and Hugh. We have no remits to raise.
- B) Congress -a call for "Stand Bys and Caddies"
- C) NZ Bridge complaint – not ours.

Membership. resignations Lois Taylor and Freda Thomson .

Health and Safety Lino lifting in the bathroom maybe a trip hazard. The smooth back doorstep is also a hazard on wet days. - can we rough it up?

Etiquette following up from the shared NZB complaint findings, the focus is to be on conduct at the table..



CONFLICT OF INTEREST

NIL

FINANCE Report

- a) Transaction report for July, updated flow chart and KPI were tabled.
Cash flow is decreasing with reduced table numbers.
Monitoring of spending required -first focus printing costs.
Consider changing lights to LEDS -apply for grants.
- b) To meet Charity requirements , our financial records should be posted within 6 months of the end of the financial year.
- c) **Review of accounts**
Summarising email correspondence from Omokoroa Accountancy following Davids's visit:
Due to insufficient data a review is impossible.
This year's accounts should be done professionally and then reviewed by a 3rd independent party.
If done so it will mean that we do not have to do the missing years and we can then apply for grants.

MOTION "Appoint Omokoroa Accounting to complete 2024 accounts and in preparation for this

- Transfer XERO manager account to accountant.
- Accountant to investigate if as Charity there is a rebate on Xero fee
- tidy up the Chart of Accounts-there are about 180 Codes – we probably only need about 40.
- Complete an asset register review before September committee meeting (Mike and Keryn) "

Cost estimate \$1500 +GST and \$300 + GST (for review)

Moved by Rebecca, seconded by Kate, **Carried**



d) New No 1 account. Please start advertising and using this for Tournament Entries from our next tournament (Jan 25). The Xmas party to be paid into cheque account not this tournament account

e) Once GL codes are tidied up in Xero, a budget can be re-established for monthly reporting

Sub Committees Report:

a) Program 2025

- a. Monday, remove restricted teams
- b. Monday, Championship Pairs Open
- c. Wednesday changes made to Championship dates
- d. Friday, Teams? Is there enough support for this in afternoon programme, review next month
- e. Kate and Mike to supply lessons calendar
- f. Keryn and Rebecca to confirm sponsors
- g. Draft programme to be circulated

b) Sponsorship

- a. progressing

c) Future Club Options

d) Tournament

August 31st - 24+ tables, organisation on track.

Club Captains Report. Hugh would like outside consultation (Michael?) on practicality of leaving mentoring sessions off ladders.

General Business

a) COA- still not resolved after TCC inspection 2 key locks had to be changed.

b) Urn replacement 2 purchased @ half price

c) Pam Clothworthy final session Friday 30th Cake and flowers to recognize her service to the club.

d) Sixes 7th round final for event, 8th round for fun with chocolate prizes. Next year to have nonplaying director and home tables which are separate from playing tables.



- e) Management of Play in room, Committee propose the following commencing Friday 23 August:
 - Appoint room manager for each session (with playing director) who will set clock, move people on, announce tea breaks and leave clock on and bring people back to tablet after 13 minutes
- f) - Convener notes to include the director and manager
 - Update Convener notes with room rental dates so can announce which session players need to fully clear the tables as the room is to be rented.
- g)-Term Deposit and First Mortgage Trust, take a financially prudent steps and minimize account and transfer balance to Westpac. Not to close the First Mortgage account due the difficulty for an organization to create new accounts amid current financial regulations.
- h) A fire drill was postponed until next month

Next meeting September 17th

The meeting closed at 9.15 pm.

Confirmed a true and accurate record.

PRESIDENT Michael North DATE 17/9/24