

## **MINUTES of the HOWICK BRIDGE CLUB COMMITTEE MEETING**

Sunday 8<sup>th</sup> November 2020 at 3.30pm.

**PRESENT:** P Williams (Chairperson), R Andrew, L Clarkson, J Heath, W Oakley, S Osborne, L Sim, C Winsor, M Wood.

**APOLOGIES:** S McKinnon , A Ridenton.

### **MINUTES of the previous COMMITTEE MEETING 4th October 2020:**

Moved and seconded that the minutes be accepted. Lenice / Cheryl Carried.

**MATTERS ARISING FROM THE MINUTES:** nil.

### **CORRESPONDENCE:**

**Inward:** NZ Bridge x5 (previously distributed to committee by e-mail) no action.  
Asbestos Management ACC

**Outward** nil.

**MEMBERSHIP:** 195

### **FINANCIAL REPORT:**

- October Balance Sheet, P&L C/Flow & Creditors Reports emailed out on 6/11/20. Committee agreed not to change the reporting format for future months.
- Also emailed out the EOY Accounts – the full accounts version and the AGM version.
- Jean will send her annual report to Pat and Cheryl.
- Expect November Creditors to be just under \$4000.
- Term Deposit matures 13 November. Committee agreed this should be changed to roll over monthly so we have access to the money should it be needed.
- There is an increase in wage payments for KiwiSaver expenses.

Moved and seconded that the Accounts as presented be accepted Jean Heath / Sue Osborne

### **CLUB EVENTS / AGM:**

- The format of the AGM will be like a Sunday Salver. Sue O will ask Peter to direct. Mary will organise the food.
- The reports will be available to members in hard copy on a side table (as well as on the web site, in the newsletter and on the notice board).
- Jean will send the text for the Remits for Constitution Changes (for Clause 15 and Clause 17) to Pat.
- Committee confirmed giving presents to the card dealers, the partnership officers and other thank you gifts.

### **CLUB EVENTS / TOURNAMENTS and PRIZES:**

- Cheryl will take the note from NZ Bridge on Privacy and amend it for Howick Bridge Club.
- Committee agreed to start next year's Programme on 18th January 2021 and to finish one week later in December. No teams event will be held on a Monday.
- Committee agreed to a Christmas raffle with 4 prizes.
- Wayne will check cups and trophies.

### **HEALTH AND SAFETY:**

- Sue McKinnon to update the First Aiders list and place near the defibrillator. Include reference to other buildings on site.

**REPAIRS AND MAINTENANCE:**

- Leo and Richard will work on the asbestos plan. Building plans are not readily available.
- Committee agreed to get quotes for painting, including barge boards, window sills and graffiti.

**RENTALS: no change****STRATEGIC PLAN:**

- Pat's Mission team has held the first of 3 meetings and produced a draft Mission statement.
- Pat will send a letter of thanks to Roger Rose for the sign advertising lessons.
- Committee agreed to add Roger Rose to the sponsorship board.

**SUGGESTION BOX:**                   empty.**GENERAL BUSINESS:**

- Pat will write to Kevin forbidding unauthorised use of the clubrooms.
- Pat and Alistair met with ACC on site re Lease renewal, no problems, renewal will be forwarded to us Jan/Feb 2021.
- The adjacent Leisure Centre will be repurposed in the future. There may be some impact on our car parking.
- The role of helpers on Tuesday nights was discussed.

**Meeting closed 5.40 pm**

**Next meeting Sunday 13th December 2020 at 3.30pm**

**Venue - Howick Bridge Club**

**Pat Williams  
Chairperson**