

MINUTES HOWICK BRIDGE CLUB COMMITTEE MEETING

Tuesday 11^h June 2019

PRESENT: R Andrew, Acting Chairperson, J Heath, A Ridenton, C Winsor, L Clarkson S Osborne, S McKinnon, J Thompson, M Wood.

APOLOGIES: P Williams, K Herbert

MINUTES OF COMMITTEE MEETING 14th May 2019

Amendment to members attending -. Mary Wood was at the meeting.

Moved and seconded that the minutes be accepted

Richard/Lenice carried

MATTERS ARISING FROM THE MINUTES: Nil

CORRESPONDENCE:

Inward

1. Email from Jean - re insurance quote.
2. Hayden Wilkinson - report on Insurance comparison.
3. Emails from P Williams requesting approval for A Rowe's recommendations re Building Warrant of fitness
4. Emails from A Rowe re Building Warrant of Fitness.

Outward

Email from Pat to Jeremy re tournament fee thanking him and advising no change to fee.

Moved that inward/outward mail be accepted

A Ridenton/Cheryl. Carried

Suggestion Box. Checked – no suggestions

MEMBERSHIP:

There are 196 financial members.

Financial Report

The financial reports were emailed 2/6/2019

1. Jean reported re Building warrant of Fitness cost on work being carried out: Argus Fire Systems \$9860.10; NZ Fire Doors \$ 3478.00; SDE Sharp data Electrical \$9852.05; Total \$23190.15;
2. Signatories still to be updated at bank.

3. Insurance has been changed to Crombie Lockwood.
4. Letter of thanks to be sent to Haydn Wilkinson for work done re Insurance Report.
5. Fire blanket to be purchased by Sue McKinnon for kitchen approved unanimously by committee.
6. Peter had sent email regarding part year subscription after discussion the subs for new members joining after February is to remain the same as shown on laminated sheet in the Director's drawer confirmed and approved by the committee. Anne will respond this to Peter.

Moved that the financial report be accepted.

Jean Heath/S Osborne carried

HEALTH AND SAFETY:

1. Sue McKinnon reported that she was approached by Neil during a bridge session that the electrician's ladders and equipment were in the way of the kitchen door. Pat spoke to the electrician and the safety issue was noted.
2. Noted that on some occasions the contractors were not signing the contractor's book. The book is to be placed on the table in the entrance.
3. Sue reported there are no other hazards to report.

MAINTENANCE AND REPAIRS:

1. Kitchen back door - it has now been decided that the door needs replacing and James will find a suitable door and replace it.
2. Self-opening doors - Discussion as to whether a humidity cover over the main controller should be done. James inspected and reports that it is not necessary at this time.
3. Lenice arranged with Bill Leach for the removal of old chairs in downstairs room and he did this without charging.
4. Lenice disposed of old printer.
5. Pat purchased a heater for committee room.

FUNDING: No report

BUILDING WARRANT OF FITNESS:

Richard reported on progress of fire upgrade. The emergency lighting has been connected to the switch that is turned off when vacating the building causing the emergency lighting to come on when not required. This drains the battery so needs to be corrected. This can be done within the quoted price. The committee approved that Richard organise this. He wants to check the door measurements before ordering the doors. Argus Fire is currently preparing the cabling for heat sensors etc.

CLUB EVENTS:

1. 3A and 5B Tournament 29/6/2019 Sue has confirmed Director-Catering and scorer are organised for the day.
2. Lenice has asked another person to look after the catering duties as our first lady is unwell.
3. Lenice to purchase more wine.
4. Sunday raffle Lenice to organise the raffle.
5. Hospice Bridge Tournament - Peter to direct free of charge - Mary will arrange catering.
6. Raffles - Lenice is to prepare a Notice to be displayed when raffles are being sold with conditions for claiming prizes.
7. Interclub championship Teams – The Howick Club competed and came 3rd overall.
8. Youth Tournament– this tournament has been held in HBC rooms in the past and Richard Solomon has decided to ask another club to hold it this year.
9. Hospice Tournament – Susan Rowe and Barbara Telfer have volunteered to manage the catering and kitchen duties.

SPONSORSHIP: No Report

RENTALS:

Lenice - nothing to report

GENERAL BUSINESS:

1. Pat had asked Cheryl to present the framed photo of herself to committee to discuss where it should be hung. It was decided to arrange this after photo has some alterations.
2. Richard advised that he is able to arrange for 30 boards to be dealt when required on a Friday.

Meeting closed 9.12pm

Next meeting 9th July 2019

Richard Andrew

Acting President