

## **MINUTES OF THE HOWICK BRIDGE CLUB COMMITTEE MEETING 27 OCTOBER 2024 AT 3PM**

**PRESENT:** Leo Sim, Rose Isherwood, Pat Williams, Lenice Clarkson, Heather Green, Jane Thomlinson, Mary Wood, Dave Christian, Peter McLean

**APOLOGIES:** Alan Sheath, Richard Andrew

**MINUTES** of the previous meeting held 8 September 2024.

Moved and seconded the Minutes be accepted

Leo / Dave

### **MATTERS ARISING:**

- Lenice advised no progress with signed Tenancy Agreement from Photography Club and as well they have not advised us of the outcome of their insurance queries.
- Leo advised Photography Club asked if we would allow them to hang photo art in clubrooms (upstairs). We have no objections but they have not come back to us.

### **MEMBER WELFARE**

Heather sent card to Netty as well as follow-up phone call.

Netty thanked all members of club who helped her.

### **MEMBERSHIP** (as emailed to committee)

- 189 members (no change on last month)
- Dave needs to receive application forms from new members.
- Rose will pass forms onto Dave and have conversation with Richard
- NZB needs to be informed of new members
- Important that process be streamlined
- Subcommittee?

### **FINANCIALS** (as emailed to committee)

And that's a wrap! – another financial year comes to an end. And it ended well.

All information is currently with the new auditor Lynch & Associates, who are hoping to have this completed prior to the AGM.

### **Key Results (after YE Adjustments):**

- Income \$109,666 (excluding Hospice donations received). Up \$7,916 on last year, and 104% of budget.
- Expenditure was \$114,964, including depreciation of \$5,259 but excluding Hospice Donation. Over budget mainly due to R&M costs (painting the building).
- Interest earned on Term Deposits was \$4,258 – an increase of \$1,729 on last year.
- Producing an overall Operating Net Profit of \$4,214. After depreciation, a Net Loss of -\$1,045.
- Auditor's adjustments discussed and adopted, which included:
  - A \$2,000 accrual to cover Auditor's review fee
  - An increase in depreciation to include the building

Moved and seconded acceptance of 2024 P&L and Balance Sheet

Jane/Leo

### **2025 Budget (emailed to Committee members):**

The following adjustments were discussed and agreed:

- Increase Depreciation to \$5,500 to include building depreciation
- Leave \$2,000 budget for Audit fees, should the committee elect to complete an audit.

Budget anticipates a YE Net Profit of \$4,650

Moved and seconded adoption of the 2025 Budget

Jane / Heather

### **CLUB EVENTS (Dave)**

- Loveblock Friday 15 November – reminder to all members to enter.
- AGM 26 November – to be followed by Bridge – Dave will ask Peter to direct – drinks and nibbles at end of play.
- Prize-Giving and Christmas parties discussed, bring a plate, no partner
- Xmas raffle, Jane will organise, don't forget vouchers to be used.

### **TEACHING/PUBLICITY (Rose)**

- Pat to contact Sonya Adams re promotion kit (minus tents) for use at our Bunnings Lessons Promotion to be held 5/2/25. To be couriered to Peter McLean.
- 2025 lessons commence 25 and 27 February with new format of 6 lessons followed with 4 weeks play, then follow up with further 4 weeks lessons, cost \$100 per person.
- Advertising Stockade Hill and Lloyd Elsmore organised for 2 week stint.
- Leisure Centre request for 5 weeks January/February.
- \$500 budgeted for Facebook advertising.
- 2024 lessons attended by 43 persons of which 15 became members, ie one third.

### **HEALTH & SAFETY (Heather)**

Monthly checks all up to date, restocked medical kit.

### **RENTALS (Lenice)**

- Locked cupboard in downstairs kitchen for tenants who require cups.
- Will speak to Photography Club about return of signed Tenancy Agreement.

### **REPAIRS & MAINTENANCE**

- Tray placed under water dispenser which has damaged carpet over time.
- Fans cleaned (Leo and Peter)
- Loose roof tile (Leo and Peter)

### **GENERAL BUSINESS**

- Jane has compiled a form for members to update their data including emergency contact. Form will be left on desk (could also be put on playing table). When complete members to drop into box and Jane will uplift. Directors to mention.
- Too many disparities with member information spread in various formats, ie lists don't match
- COMPASS is master file and is to be corrected first, we work from COMPASS.(Dave)

- Programme of Events book – updates – contact numbers – announce at each session for members to update.
- Letter re prize-giving anomalies discussed, Dave will update with Chris and as well Wednesday Ladder will be discussed with Richard and fixed.(DAVE)
- 70 pc achievement to be displayed on website from 2025
- Constitution (Dave) two further changes
- Resolution - change “at the committee’s convenience” to “as soon as possible” plus committee minimum 8 to include 4 office bearers, therefore quorum 5.
- Programme Book discussed – misprint, there will be NO holiday bridge 18 December (Pat will email members) – Thursdays Hybrid session F2F & Real Bridge will be noted – and possibility of ‘no partner required Mondays’ good idea, Peter McLean offered to be Monday standby partner when he is available, but others needed in Peter’s absence
- Honours Board needs to be corrected (Richard).

Meeting closed at 5:40pm

Next meeting Sunday 10 November at 3pm