

WELLINGTON BRIDGE CLUB INC.

		Action
	Minutes of the Committee Meeting held 10th November 2014 at 5.45pm	
1	Present: Kevin Walker, (Chair), Bridget Willcox, Christine Haronga, John Wilkinson. Maureen Pratchett, Brad Tattersfield, Toni Izzard, Jenny Delany, Margaret Curnow	
2	Apologies: Derek Snelling	
3	Previous Minutes: The minutes of the Committee Meeting held 13 th October 2014 were confirmed, one alternation to spelling of Izzard. Passed/Seconded Toni/Jenny	
4	<p>Matters Arising:</p> <p>Honour Board installed.</p> <p>Maureens to update website with more current photos.</p> <p>Need a historical electronic copy of winners and honours board Presidents and secretary's etc (Check if Bruce can do)</p> <p>Matters arising from the AGM – to be covered in sub-committees.</p> <p>Subscription increase – (raised at the AGM) recommendation should be formalised in the notice of the meeting which is sent out prior to the AGM</p> <p>Toni felt that we should have acknowledged Ruth's service to the committee more formally at AGM - will organise some flowers for Ruth, (To present at Christmas Cheer Tournament)</p>	<p>Maureen</p> <p>Bridget</p>
5	Correspondence	
6	<p>Directing and Scoring</p> <p>Need new directors, any suggestion for persons that might be suitable.</p>	
7	<p>Financial Report:</p> <p>In terms of the financial questions raised at the AGM:</p> <p>a) insurance and valuation of asset, market valuation and functional replacement cost Kevin would provide some information in next newsletter,</p> <p>b) maintenance reserve, do we want to have a specific maintenance fund, and we need a property maintenance schedule. Kevin and Bridget to review and come back to committee.</p> <p>c) Bar trading account all looks promising over the last couple of months. Security and key holders has been tightened up. Brian to continue to order some wine and establish accounts with his suppliers in the Bridge club name. Bar License – hours of operation, closing time 12 midnight.</p> <p>Nikki Shone will continue as auditor for the coming year.</p> <p>Monthly Accounts presented, John to check out miscellaneous in tournaments accounts.</p> <p>Accounts payable presented for payment, Moved John/Seconded Brad Tattersfield.</p> <p>Rates payment of \$485.41 per month approved.</p>	<p>Kevin</p> <p>Bridget and Kevin</p>
8	<p>Managers' Report:</p> <p>Report presented. Re-grading have been calculated by David May. We appear to be getting top heavy with grade 4's. Need to review with David May</p>	Brad and Bridget
9	Beginners/Lessons. Nil	
10	<p>Tournaments and Social,</p> <p>Christmas Cheer,</p> <p>We want to restrict to 26 tables if possible, Alan Joseph director. Peter</p>	

	<p>Newell doing the bar Mindy to do catering. Raffle needs to be organised. Grocery items required. Toni Izzard to sell the tickets Tuesday. Helpers required for the day. Christine and Turei to collect the money.</p> <p>Christmas Raffle and prizes for the tournament to be organised by Janet McMenamen.</p> <p>Suzanne Duncan Tournament 27th 28th and 29th December. Flyer to go out.</p> <p>Programme Book ready to go, Bridget and Jenny to organise colours,</p>	
11	<p>Interclub Final night this Friday. Wellington Regional Committee will present the trophies at Christmas Cheer.</p>	
12	<p>IT: New computer installed. Bridge NZ Martyn very helpful with installing the programme. Scorer ladders for the monthly tournament need checking.</p>	Maureen
13	<p>PR and marketing: Sponsorship taskforce Suzanne Green has approached approx 12 organisations and signed up three new advertisers. Also some former advertisers have resigned. Little resistants to rates. Our advertisers/sponsors will be listed on our website.</p> <p>We now have seven ads in the programme book. What level of sponsorship do we want to achieve. Total of 10 adverts of inthe programme book. Newsletter sponsorship by One advertiser. Brad doing a great job. Suzanne has made a good start to this. Letter of thanks to Suzanne and a couple of bottles of wine.</p> <p>Perhaps we could develop a systems book.</p>	Bridget
14	<p>Property</p> <p>Two painting firms who quoted originally have been approached to have a schedule to do the works in stages a painting schedule to be advised next month.</p>	Bridget and Kevin
15	<p>General Business:</p> <p>Systems allowable on playing nights refer email from a member.</p> <p>The system regulations are covered in the programme book on page 9, we have reviewed these and decided that being restrictive may cause more problem. Any further issues please refer to Chief Director Maureen Pratchett. Parking on Fridays –refer email from a member – here are 23 parks available to members. We will look at manovering the current paying parkers to help with Friday parking.</p> <p>Sub committees; Re-shuffle after the AGM</p> <p>Property - Bridget and Kevin</p> <p>Tournaments and Social -Jenny, Jocelyn Margaret</p> <p>IT - Derek and Maureen</p> <p>Members and Lessons - Margaret</p> <p>Pr and Marketing - Brad</p> <p>Interclub - Christine</p> <p>Grant Applications -Toni</p>	
	<p>Complaints Sub-Committee. Nil</p>	
	<p>Meeting closed at 7.56pm Next meeting Monday 8th December 2014</p>	

Action Items from previous minutes

1	Smoking in the front entrance. Alternative to be located.	
2	History past Presidents/notable members	Jocelyn