

# WELLINGTON BRIDGE CLUB INC.

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|    | <b>Minutes of the Committee Meeting held 11<sup>th</sup> April 2016 at 5.45pm</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                 |
| 1  | <b>Present:</b> Mindy Wu, Derek Snelling, Kevin Walker, Jenny Delany, Bridget Willcox, , Maureen Pratchett, Graham Potter, Toni Izzard, Margaret Curnow, Brad Tattersfield, Damian Palmer, John Wilkinson (arrived later)                                                                                                                                                                                                                                                                                                                                                                                           |                 |
| 2  | <b>Apologies:</b> <del>John Wilkinson</del> , Jocelyn Grainger                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                 |
| 3  | <b>Previous Minutes:</b> The minutes of the Committee Meeting held <b>14<sup>th</sup> March 2016</b> were confirmed. Toni/Jenny.<br><i>Item 16 of the minutes change the spelling of weather to whether.</i>                                                                                                                                                                                                                                                                                                                                                                                                        |                 |
| 4  | <b>Matters Arising:</b> Health and Safety. Health and Safety Manual which was previously circulated to be updated by Toni. Health and Safety Officer is the Club Manager. A monthly Health and Safety report to be included in the Managers Report.                                                                                                                                                                                                                                                                                                                                                                 | Toni<br>Bridget |
| 5  | <b>Correspondence.</b> Arthritis New Zealand. Letter to be forwarded to the Wellington Regional Committee.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Bridget         |
| 6  | <b>Directing and Scoring</b> Nothing to report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                 |
| 7  | <b>Financial Report.</b> No report as John not present at this stage. John advised the committee of a late payment penalty for PAYE. Systems have now been put in place to avoid future problems.                                                                                                                                                                                                                                                                                                                                                                                                                   |                 |
| 8  | <b>Managers' Report:</b><br>Report presented. Playing numbers steady.<br>Entertainment Books now for sale as a fundraiser.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                 |
| 9  | <b>Beginners/Lessons.</b> Saturday afternoon session consistently see 6-8 players. Margaret has received a request for non-club members to be able to attend. Saturday 16 <sup>th</sup> April will see an extra training session prior to Congress. Wellington Regional Committee will pay the table money for players who are registered for Congress.<br>Pay and Play. John (late arrival at the meeting) queried what we are trying to achieve with the Pay and Play scheme. General discussion, each individual will be looking to gain something different. It is designed to "improve and encourage" players. |                 |
| 10 | <b>Tournaments and Social</b><br>Wellington Regional Congress 23 <sup>rd</sup> to 25 <sup>th</sup> April. More helpers in the kitchen and on the Bar are required. Wellington Regional Committee will allow us to run a fundraising raffle for the Kitchen Upgrade Project. We will have several prizes for one raffle.                                                                                                                                                                                                                                                                                             |                 |
| 11 | <b>GRANTS.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                 |
| 12 | <b>IT</b> Derek queried the Bridge Pad connection issues during the recent Poppy Roberts session. There is a blind spot in the Pipitea Room.                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                 |
| 13 | <b>PR and Marketing</b><br>Fund Raising Letter. Brad feels we do not have a strong enough                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                 |

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|                                           | case for retaining our current reserves to appeal to the members for donations. Committee agreed not to send out an appeal letter for funds to upgrade the kitchen at this stage. Maureen suggests we could include requests on the annual subscriptions.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |               |
| 14                                        | <p><b>Property Maintenance Plan.</b> A plan presented by Kevin averaged out over a 20 year period. Damian queried the “industry” average of maintaining a property based on the Capital value of the building. John to check our previous 5 years spend on maintenance to see if we can sustain the projected plan from our current income. The plan timeline needs to be fine-tuned. All committee to give any feedback to Kevin.</p> <p>Kitchen Upgrade. Mindy and Bridget have investigated appliances and are waiting for Empire Kitchen’s prices to compare with what is available at the retail outlets.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Mindy Bridget |
| 15                                        | <b>Interclub nothing to report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |               |
| 16                                        | <p><b>General Business</b> Survey of members. Report from meeting held on 4<sup>th</sup> April.<br/> Finishing time is OK.<br/> Start time – to be kept as is but the advertised start time needs to be adhered to. Grade Captains to make announcements at 7.25pm.<br/> Slow Play – general discussion on slow play.<br/> Other Playing opportunities Wednesday Walk-in, an individual event open to all members.<br/> Sunday Stroll in open to any players. A trial for both will run from May to December.<br/> Cleaners may be required to come in on Saturday/Sunday s if interclub is on the Friday. Bridget to arrange.<br/> Sunday will also have the Bar open.<br/> .Other Comments.<br/> Air conditioner – Members to be advised that only the Grade Captains or Committee Member are to adjust. There were three pages of further comments, committee to read through again and give any feedback.<br/> Carparking: On going issue of players not moving their cars after play. Grade Captains to announce after play if any cars are blocking players in. Player are to record their names on the whiteboard if they park in the middle.</p> |               |
|                                           | <b>Complaints Sub-Committee.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |               |
|                                           | <p><b>Meeting closed 8.10pm</b><br/> Next meeting Monday 9<sup>th</sup> May 2016</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |               |
| <b>Action Items from previous minutes</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |               |
| 1                                         | History past Presidents/notable members                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Jocelyn       |