

WELLINGTON BRIDGE CLUB INC.

		Action
	Minutes of the Committee Meeting held 13th October 2014 at 5.45pm	
1	Present: Kevin Walker, (Chair) Derek Snelling, Bridget Willcox, Christine Haronga, John Wilkinson. Maureen Pratchett, Brad Tattersfield, Toni Izard, Jenny Delaney	
2	Apologies: Ruth Brucker, Jocelyn Grainger,	
3	Previous Minutes: The minutes of the Committee Meeting held 8th September 2014 were confirmed, Passed/Seconded Toni/Jenny	
4	Matters Arising: Honours Board will be ready for the AGM. Bridget to send honours board list to Maureen. Programme for Friday Bridge is being organised. Update website photos Role of Recorder Derek - still a work in progress.	Bridget Jenny Maureen/Bridget Derek
5	Correspondence	
6	Directing and Scoring (Maureen) Wanting to upgrade the computer for the “dealer”. Cost would be approx \$700, however, this morning the office managers computer had problems, Maureen now suggests the office machine be replaced and the current office machine be used as the dealers machine“. Maureen requests we allocate \$2,000 to \$2,500 on a new office computer. Maureen/ seconded by Brad. No other directing scoring issues. Sam Ward to direct NZ Wide Pairs.	Maureen
7	Financial Report: Reports presented for pursual. Cash assets looking healthy as we have not had capital expenditure. Accounts payable presented for payment. Approved Kevin/Derek. Budget, presented for comments. Shows a small surplus. Budget was approved Kevin/Toni. Bar profits - Will continue to count stock each day. Money to be counted each morning by the Club Manager. John suggested that we have a bar person who takes an interest in the running of the bar and keep an eye on the costings. John to produce a report of resonsibilities of the Bar Manager.	John John
8	Managers' Report: Report presented. Sam Sewell from Buuny Chocolate wishes to hire the kitchen to make his chocolate, approved subject to checking if he holds public liability insurance. Require a contract. Responsible for any extra costs incurred, uses his own equipment etc	
9	Beginners/Lessons. Buddies required for the week	

	commencing 21 st October. Lesson surveys. Check why they are not continuing figures to be presented at the next meeting	Bridget
10	Tournaments and Social, NZ Wide Pairs Sam to direct. Mindy to provide dinner, those attending the AGM will be provided a meal. You can play in the NZ Wide Pairs and have dinner first, cost only \$10. Christmas Cheers, Maureen to organise director. 22 November Saturday. Mindy to do catering . Bridget to organise. Cost, same as last year, Jenny to do the budget. Janet M to be asked if she will organise prizes.Raffles. (Jenny) Suzanne Duncan Tournament. Maureen to organise director. David May to be asked to cover the regrading.	Maureen Bridget Jenny Maureen Bridget
11	Interclub. Nothing to report Under control	
12	IT: Nothing to report..	
13	PR and marketing: Programme Book. Sponsorship to be organised. Brad has formulated new prices. Current advertisers can be offered a reduced rate for this current year as we have increased the rates. Cut off point for programme book is 7th November. Sponsorship to be finalized by 31st October	Brad/Derek/Maureen
14	Property Painting to be organised on the basis of part of exterior building each year. Bridget to contact a couple of contractors to give us a plan to do a bit a bit programme.	
15	General Business:	
	Complaints Sub-Committee. Nil	
	Meeting closed at 8.05pm Next meeting Monday 10 th November, Reminder AGM Friday 31 st October	

Action Items from previous minutes

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