



TAURANGA BRIDGE CLUB INC.
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**MINUTES OF THE TAURANGA BRIDGE CLUB COMMITTEE MEETING HELD VIA ZOOM, ON TUESDAY
16 FEBRUARY 2021 AT 7:00PM**

PRESENT: Kate Terry (Chair), Jocelyn Buchanan, Belinda Ford, Bruce Gibson, Deidre Gunn, Peter Hagan, Karen Martelletti, John Masters, Mike Newton, Janice Simpson, Jill Ussher, Pat Ware, Norm Silcock

IN ATTENDANCE: Allan Morris – Chair of NZ Bridge

APOLOGIES: Sue Handley

Jocelyn / Belinda CARRIED

Kate welcomed Allan to the meeting.

Allan in turn thanked the Committee for the opportunity to speak to them, explaining that they were the “guinea pigs”; being the first club committee to be consulted about NZ Bridge’s proposed strategy to grow the game and increase participation in the future. He welcomed feedback and ideas as these would assist in refining the strategy before submitting it for wider consultation to all clubs. What follows is a brief summary of the presentation.

PRESENTATION: It’s about Working in Partnership - A Strategy to Build Bridge as a Game for the Future

In accepting office we all strive to leave a positive legacy. Over the past three years the focus of NZ Bridge has been in restoring confidence, being transparent and consultative but now it is time to advocate a new bold inclusive strategy to ensure the game is positioned for the future.

The objective of NZ Bridge is to:

- leave the game in a better place where it can thrive and grow
- empower Clubs, connect with players and raise the profile of the game
- bring new players to the game
- ensure measureable value for affiliated clubs by improving capability and capacity.

These objectives to raise participation face significant challenges such as the changing face, situation and location of NZ society, the rapid and unforgiving march of technology, competing interests for time and the discretionary spend, a continued need of a corps of volunteers and the legacy of Covid-19.

The current situation sees three core streams of participation and potential participation; affiliated club members, social bridge players (including non-affiliated clubs) and future members such as school and university students, people who know of the game through family



and friends, and the large group of people who know nothing of the game. While NZ Bridge is aligned with Affiliated Clubs and their members, there is little or no contact with the other two groups. The challenges to retain affiliated members and to attract new members from the other groups are wide and varied.

Without retention and growth and a coherent strategy and plan both clubs and NZ Bridge are at risk. To change, a cohesive long-term strategy is needed that is a partnership between Clubs and NZ Bridge that takes a collaborative approach, is well resourced and funded, has clear goals, is focused at Club level and has strong buy-in from all parties.

NZ Bridge proposes a 5-Point Plan:

- Employ a sales and marketing / communications manager
- Engage a national sales team
- Develop and maintain a common database
- Provide a comprehensive toolkit
- Retain existing services – Business as Usual – such as Director training, education, tournament scheduling, masterpoints, etc.

The role of the Sales and Marketing / Communications Manager is to develop a coordinated marketing approach and to manage the delivery of an overarching marketing and communications strategy. This role would also have responsibility for the Sales Team who would work with Club officials and teachers, bringing a wide range of skills and techniques to focus on retaining and growing membership.

The above plan requires funding and while NZ Bridge has some capacity in that regard, additional funding will be needed. The favoured source of this additional funding is an increase in the participation charges, such as the cost of club and tournament sessions and the tournament 'A' point cost. Such increases would be for a limited duration until such time as the programme becomes self-supporting.

The funding will be used to

- Support the recruitment of skills and resources
- To grow player numbers and participation in club and tournament sessions
- To strengthen communications
- To provide capability and capacity and to raise skills
- To ensure we have a sustainable and viable game

Allan thanked the Committee for their time and left the meeting at 8:27pm.

With time now pressing, Kate advised that several agenda items would be deferred with time only for discussion on two urgent items.



MINUTES: That the minutes of the previous meetings held on 19 January 2021 as circulated are confirmed.
Jill / Pat CARRIED

MATTERS ARISING AND ACTION LIST

The Action List is repeated from the January Minutes

	Item	Action Required	By whom	Due Date
1	Bar and Main room storage unit	Painting	Kate	Report Mar 2021
2	Daytime Champ events	Format to allow all boards to be played – Karen and Norm to discuss	Norm / Karen	Report Mar 2021
3	Health & Safety Manual	Information page of pandemic response	Kate / Bruce Inglis	Report Mar 2021
4	2009 Roof Project	Follow up with Council re consent sign-off	Norm	Report Mar 2021
5	Fluorescent Light Tubes	Arrange Disposal	Bruce	Report Mar 2021
6	Ammo Box	Contact Barbara Wing	Norm	Report Mar 2021
7	Accident / Incident Form	Review	Sue & Norm	Report Mar 2021
8	Water Cooler	Determine if flow restrictor can be fitted	Norm	Report Mar 2021
9	Library Books	Compile of “Wish list” of titles	Jocelyn	Report Mar 2021
10	Alarm Upgrade	Upgrade of Sensor	Peter	Report Mar 2021
11	Xmas Party	Survey Members about format	Kate	Report Mar 2021
12	Painting of Outside East Wall	Contact Contractor for opinion on state of wall	Norm	Report Mar 2021

CORRESPONDENCE

Correspondence is listed at the end of these minutes.

Correspondence - that the inward be received and the outward approved.

Bruce / Belinda CARRIED



MEMBERSHIP

New Members

Dorothy Forbes

Leave of Absence

Jenny Wood

That membership changes be approved

Peter / Jocelyn CARRIED

FINANCE

John presented the financial report noting that the club was slightly ahead of last year's position at the same time of the year. A first draft of the budget was also presented; John noting that a few tweaks were still required before it reached its final form.

That the financial report be received

John / Jill CARRIED

John commented that the club's bank account was currently in a healthy state thanks to prompt payment of subscriptions, early invoice of sponsors and maturing investments with SBS, but it was important in the face of several major capital projects to reserve a portion of this money to cope with the normal fluctuations of operations and the uncertainty still posed by Covid-19.

That the Treasurer explore appropriate investment opportunities for approximately half the balance of the current account.

Jill / Jocelyn CARRIED

GENERAL BUSINESS

1 Fund Raising for Major Projects

Peter reported that nothing yet had been heard from Rob Duncanson of progress on the air conditioning replacement project. Once a recommendation and costing is received grant applications will be prepared.

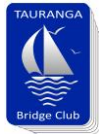
Kate noted that Covid-19 has adversely impacted the revenue streams of several of the traditional sources of funding the Club would normally approach for major projects, so we will need to be more reliant on our own fund raising efforts. Raffles, quiz nights and debentures were suggested sources of funds.

2 Complaint

A complaint has been received by the Committee.

That In accordance with Section 11 of the Constitution (Conduct and Discipline) and Section 2 of the Complaints Procedure, a sub-committee consisting of Kate (Chair), Karen, Mike and Jill be formed to investigate, resolve and report on the matter.

Janice / Peter CARRIED



3 Covid-19 Situation

If the Covid-19 Alert Level remains at 2 (or higher) beyond Wednesday evening (17 February), the Club will remain closed and on-line bridge sessions will be offered on Friday and Tuesday afternoons.

MEETING CLOSED: 9:10PM

NEXT MEETING: TUESDAY 16 MARCH 2021 AT 7:00PM

President

Date

CORRESPONDENCE

Inward

- 1 ADT Security – Transfer for Monitoring Contract from Red Wolf to ADT
- 2 Tauranga City Council - Special License for Bar Approved
- 3 NZ Bridge – Call for Nominations for Board
- 4 NZ Bridge – Board Meeting Minutes
- 5 NZ Bridge – Covid-19 Advisory #12
- 6 Complaint

Outward

1. NZ Bridge – Confirmed dates for 2022 tournaments
2. Briar Rawlins – Thank You for piano cover
3. NZ Bridge – Nomination – Karen Martelletti

Profit & Loss

Tauranga Bridge Club Inc 1 November 2020 to 31 January 2021

	31 Jan 21	31 Jan 20
Income		
Advertising (246)	470	-
Canteen Sales	161	165
Card / Board Sales	26	-
Christmas Raffle	609	642
Christmas Social	995	1,696
Dividends Received	316	316
Donations	327	226
Hello Club - Miscellaneous	8	-
Interest Received	241	428
Lessons	-	61
Room Hire	1,291	1,077
Membership		
Sponsorship	5,091	-
Subscriptions	15,587	17,413
Table Money	12,233	12,143
Total Membership	32,910	29,556
Tournament Revenue		
Tournament Entry Fees	12,374	15,383
Total Tournament Revenue	12,374	15,383
Total Income	49,728	49,549
Less Cost of Sales		
Purchases - Canteen	857	-
Total Cost of Sales	857	-
Gross Profit	48,871	49,549
Plus Other Income		
Grant	-	7,686
Miscellaneous Income	213	144
Total Other Income	213	7,830
Less Operating Expenses		
Audit fee (303)	(532)	(3,857)
Bank Fees & Charges	177	30
Canteen Costs (Club)	177	837
Cleaning	1,009	295
Computer / Technology expenses	2,123	2,965
Depreciation	4,254	4,764
Donations (exp)	135	-
Electricity & Gas	1,480	689
General Expenses	1,096	916
Insurance	2,837	2,942
Lease	1,061	1,061

Profit & Loss

	31 Jan 21	31 Jan 20
Payment fees	63	66
Photocopying Costs	1,560	1,555
POLI bank fees	35	38
Postage	24	23
Printing & Stationery	1,624	156
Raffle Expenses (Tournaments)	87	-
Repairs & Maintenance - Plant & Equipment	1,639	191
Telephone & Tolls	356	354
Wages	4,934	4,137
Water charges	209	107
Christmas Party		
Entertainment (Christmas)	-	23
Food (Christmas/Jubilee)	1,015	928
Gifts / Decorations (Christmas)	1,098	375
Prizes (Christmas)	-	174
Raffle Expenses (Christmas)	286	209
Tea Catering (Christmas)	300	300
Total Christmas Party	2,699	2,009
Membership Expenses		
Club Levies	1,077	990
Consumables	-	(26)
Directors Compensation (Club)	570	480
Prizes (Cash) (Club)	1,210	1,450
Prizes (Club)	900	-
Tea Catering	1,323	1,584
Total Membership Expenses	5,079	4,478
Tournament Expenses		
Directors Compensation (Tourn)	870	700
Food (Tournaments)	278	5,630
General Expenses - Tournaments	1,304	1,420
Prizes (Cash) (Tournament)	9,540	6,640
Scorer Compensation	530	360
Total Tournament Expenses	12,523	14,750
Total Operating Expenses	44,649	38,507
Net Profit	4,435	18,873

Balance Sheet

Tauranga Bridge Club Inc As at 31 January 2021

31 Jan 2021

31 Jan 2020

Assets

	31 Jan 2021	31 Jan 2020
Bank		
SBS 00	-	19,787
SBS 03	-	12,646
Westpac Cheque Account	60,392	35,919
Westpac Savings Account	1,014	1,013
Total Bank	61,405	69,365
Current Assets		
Accounts Receivable	2,845	880
Accrued Income	339	3,053
ASSETS SUSPENSE	355	300
Canteen Stocks	468	509
Hello Club - Clearing Account	(8)	(8)
Manual Payments - cash, chq, Eftpos, online	6,349	(335)
New Zealand Shares	20,079	22,241
Online payments (POLI & STRIPE)	(786)	300
Petty Cash Imprest	660	660
Stock on Hand - Bridge Stationery Pads	1,818	2,580
Stock on Hand - Score books	206	206
Suspense	(790)	-
Total Current Assets	31,534	30,386
Fixed Assets		
Accumulated Depreciation - Buildings	(67,611)	(63,279)
Accumulated Depreciation - Plant & Equipment	(107,064)	(102,952)
Accumulated Depreciation - Property Improvements	(19,559)	(15,723)
Accumulated Depreciation (749)	(64,932)	(59,269)
Buildings	144,289	144,289
Freehold Land	66,562	66,562
Furniture & Fittings	127,903	127,903
Office Equipment	783	783
Plant & Equipment	131,831	128,682
Property Improvements	23,295	23,295
Total Fixed Assets	235,495	250,289
Total Assets	328,435	350,041

Liabilities

	31 Jan 2021	31 Jan 2020
Current Liabilities		
Accounts Payable	325	160
Accounts Payable (Extra)	100	(1,500)
GST	4,383	3,874
Members Funds (Hello Club)	21,935	15,026

Balance Sheet

	31 Jan 2021	31 Jan 2020
Over 90's Fund	2,385	2,840
Payments received in Advance	-	3,215
Payroll Accruals	2,479	-
Rounding	-	-
Total Current Liabilities	31,607	23,615
Total Liabilities	31,607	23,615
Net Assets	296,828	326,426
Equity		
~Retained Profits~Accumulated Losses~	293,029	293,029
Current Year Earnings	4,435	18,873
Retained Earnings	(21,379)	(7,217)
Share Revaluation Reserve	20,743	21,741
Total Equity	296,828	326,426

Jubilee expenses - book	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jubilee Expenses - Dinner	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lease (393)	1,061	0	0	0	0	0	0	0	1,592	0	0	-1,061	1,592	1,592	0	0	0
Library (385)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Library - Lessons (386)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Loss on Sale of Fixed Assets	0	0	0	0	0	0	0	0	0	0	0	0	0	0	381	381	0
Master Points - club (39)	0	0	0	1,286	0	748	0	0	0	1,240	0	1,450	4,724	3,218	(1,506)	0	0
Master Points - tournament	0	0	0	0	0	1,786	0	0	0	1,100	0	480	3,366	2,046	(1,320)	0	0
Mini Bridge expenses (393)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Miscellaneous - Lessons	0	0	0	0	0	1,000	0	0	0	0	0	0	1,000	1,033	33	0	0
Photocopying Costs (41)	516	516	528	516	520	520	520	520	520	520	520	520	6,236	6,234	(2)	0	0
POLI bank fees (313)	0	35	0	0	0	0	0	0	0	0	0	0	35	46	11	0	0
Postage (413)	0	24	0	0	160	0	0	0	0	40	0	0	224	192	(32)	0	0
Printing & Stationery (41)	0	1,496	128	178	0	0	100	0	100	0	100	0	2,102	2,008	(94)	0	0
Prizes (Cash) (Club) (40)	450	760	0	0	0	0	0	0	0	230	400	300	2,140	2,465	325	0	0
Prizes (Cash) (Tournament)	0	0	9,540	0	0	480	220	1,100	0	280	0	0	11,620	8,550	(3,070)	0	0
Prizes (Christmas) (402)	0	174	0	0	0	0	0	0	0	0	0	0	174	174	0	0	0
Prizes (Club) (400)	170	580	150	0	0	340	500	0	0	85	0	30	1,855	320	(1,535)	0	0
Prizes (Tournament) (40)	0	0	0	0	0	0	0	0	0	0	0	0	0	-16	(16)	0	0
Raffle Expenses (Christmas)	0	286	0	0	0	0	0	0	0	0	0	0	286	253	(33)	0	0
Raffle Expenses (Tournament)	0	0	87	0	0	0	0	0	0	0	0	0	87	63	(24)	0	0
Rates (420)	0	0	0	1,218	0	0	0	0	0	1,218	0	0	2,436	2,538	102	0	0
Rent (429)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Repairs & Maintenance	34	1,605	191	724	0	580	0	1,500	0	150	250	1,000	6,034	4,050	(1,984)	0	0
Score Books - costs (43)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Scorer Compensation (44)	0	0	530	0	0	0	200	0	0	0	0	0	730	520	(210)	0	0
Seminar expenses (417)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Social Expenses (438)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Tea Catering (440)	0	897	426	492	480	480	480	480	480	480	480	480	5,655	4,104	(1,551)	0	0
Tea Catering (Christmas)	0	300	0	0	0	0	0	0	0	0	0	0	300	300	0	0	0
Telephone & Tolls (460)	119	119	119	119	119	119	119	119	119	119	119	119	1,428	1,416	(12)	0	0
Wages (470)	1,665	1,707	1,665	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	1,670	20,067	19,927	(140)	0	0
Water charges (475)	0	0	209	0	0	111	0	0	125	0	0	120	565	314	(251)	0	0
Total Operating Expenses	7,617	17,149	20,889	11,469	7,259	13,949	9,358	13,348	10,267	14,708	7,409	8,512	141,934	135,761	-6,173		
Less Overheads																	
Payment fees (410)	39	17	11	18	18	18	18	18	18	18	18	18	229	73	(156)	0	0
Payment Fees (tax expenses)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Overheads	39	17	11	18	18	18	18	18	18	18	18	18	229	73	(156)		
Total Expenses	7,656	17,166	20,900	11,487	7,277	13,967	9,376	13,366	10,285	14,726	7,427	8,530	142,163	135,834	-6,329		
Net Profit/(Loss)	9,887	(2,162)	(4,297)	(3,098)	5,710	(4,039)	50	(3,365)	(2,858)	(6,071)	875	492	(8,876)	(15,167)	(6,291)		