

## **Minutes of the Committee of the Auckland Bridge Club**

Held in the Club Rooms, 273 Remuera Road, Auckland  
on 12<sup>th</sup> December 2017 at 5.30 pm

**Ann Barraclough as Immediate Past President opened the meeting.**

### **PRESENT**

A Barrowclough S Marryatt, M Robertson, M Weatherston, W Gyde, T Melhuish, S Reed

Apologies- M Robertson

### **Chairman's Words**

Welcome to everyone,

The Managers Report – an extra item was added, and approval was given to replace the notice boards with a new improved material, the estimate was \$1600 + GST. The painting logistics was discussed.

### **MINUTES OF THE PREVIOUS MEETING**

It was resolved THAT The minutes of the previous meeting held on the 14<sup>th</sup> November 2017 having been circulated be taken as read and confirmed as a true and accurate account. : **T Melhuish / S Marryatt**

**MATTERS ARISING** – No matters arising

### **FINANCIAL REPORT**

The 2017/2018 Budget was circulated, the accounts were approved.

### **CLUB POINTS**

Patricks paper was discussed, and generally accepted.

### **SGM**

The work on the new Constitution is a work in progress, due to be lodged at the Companies Office as soon as it is complete. **M Robertson/ M Weatherston**

A meeting will be needed at some stage for the Presidents role and any other changes required for the Constitution.

### **STAFF**

With the resignation of the office manager, the sub committee were working on the Job description for the position. It was decided to place the ad prior to Christmas with a close off date the 26<sup>th</sup> of January. This will provide a good time frame for interviews and handover.

### **STRATEGIC PLAN**

To be looked at a later meeting

### **HEALTH & SAFETY**

It was specifically noted from the Manager's Report that there were no H&S matters to report. The policy document will be developed and signed off by the Committee. **A Barrowclough**

The meeting closed at 6.35 pm.

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Dated: .....

Next Committee meeting:

13<sup>th</sup> February 2018