

**Minutes of the Board meeting of Auckland Bridge Club Inc  
held on 19<sup>th</sup> May 2021 at 5.30 pm in the club rooms at 273 Remuera Road**

**Present:** Anthony Hopkins, Anne Barrowclough, Sylvester Riddell, Mark Robertson, Sara Worth, Peter Hoskin, Deborah Tangney, Wayne Gyde

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**1. Welcome**

Anthony Hopkins welcomed all to the meeting.

Agenda items were discussed and agreed.

**2. Minutes of the last meeting**

*Minutes of the last meeting dated 21<sup>st</sup> April were circulated.*

*Approved Anne & Wayne*

Matters Arising-

No matters arising that are not dealt with as agenda items.

**3. Managers' Report**

Managers' report was presented.

**4. Correspondence**

Nothing presented,

**5. Health & Safety issues to report-**

The outside lights , to go ahead with Laser, and markings on the carpark have been freshened.

**6. Financial**

Anne presented the Accounts, looking at other fund providers, the Budget is being developed. Tournaments need to be monitored as to cost effectiveness. April table money was down, whereas May is looking good.

Approved Mark & Sylvester

**7. Members Sub Committee Report**

Sara said the social bridge is on the back burner at this time, the partnership desk is waiting on Mail Chimp to see if they can be linked,

**ACTION: still to be looked at**

**8. Other Matters**

Education update

The beginner lessons are in the 7<sup>th</sup> week, with a large turnout. The graduation to Monday was discussed, an email will inform the Teachers and helpers as to the procedure. The transition is particularly important.

Tuesday afternoon numbers needs monitoring.

Role Reviews

This is underway.

Ongoing - ACTION: Sara to lead this.

Procedure Manual

This is to be updated so that office deliverables can continue if staff absent or change.

Ongoing -ACTION: Anne to lead this.

Strategy Development

Wayne working on development of document for discussion, and key KPI's. Intent first the policies in place to deliver kPI's

Ongoing -ACTION: All to read Wayne's draft doc. Wayne to continue work

NZBridge Events

To develop a template of what the AKBC will provide and charge accordingly, as the reputation of the AKBC is at stake

IPs in Auckland (November)

Nothing new to report,

Ongoing-ACTION: Anthony to continue to monitor.

9. **Next meeting:**

Meetings will be held at 5.30pm on the 3<sup>rd</sup> Wednesday of every month, except December. The next meeting is 16<sup>th</sup> June.

Meeting ended at 6.45 pm

Signed

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