

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

Held in the club Rooms, 273 Remuera Road, Auckland

On 18<sup>th</sup> April 2017 at 5.30 pm

### **PRESENT**

A Barrowclough (Chair), M Robertson, P Hensman, S Reed, A Morris, N McGuinness, Bianca

Apologies- S Marryatt, M Dunn

Late arrival – D Tangney

The chairman confirmed a quorum and declared the meeting open

### Presidents Welcome, & Comment

Mark & Sylvester, thank you, for all their work in bringing this together.

Staff matters were addressed

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

The minutes of the previous meeting held on the 14<sup>th</sup> February 2017 having been circulated were taken as read and a true and accurate account. Moved/Accepted: **P Hensman / M Robertson**

### **MATTERS ARISING**

#### **Scoring System:**

- We are still learning about the service/protocol, but everyone is happy to learn. All sessions have tried them and everyone is adapted really well.
- 50 Tablets are in the cupboard, the aim is to do them for QB Congress, after 3 sessions there was 60% charge left.
- Training Directors –Also to happen
- Development of user manual

### **MATTERS DISCUSSED**

#### **Finances:**

Discrepancy with the budget, Anne will ask about

- i) Wages, possibly due to timing issues.
- ii) Contract Cleaners - \$9000 difference
- iii) Education –not as much in, possibly may breakeven (improvers lessons start May)

Payables approved –A Morris/M Robertson

#### **Managers' Report – Taken as read**

- Membership down
- Good number at lessons
- Youth Players did not stay around to join
- Teachers have different styles

#### **Sub Committee Report:**

**Building review** – a meeting planned in the coming month to develop next level of activity

**Tournament Committee:** Queens Birthday

Jeter is keen to sponsor this event, Questions were put out there, how best to promote this, what to run? Conversation to be had re ideas- **Allan**

#### **Health & Safety –**

Debbie- to ask the gardener to clear the gutters on a regular basis. Ensure the register is up to date.

**Teaching Report** – All clubs to be invited to the Improvers lessons, starting May. A discussion followed on the overall strategy of the Teaching. Peter will start the ball rolling with a model.

**General Business** – Mark recommended upgrading the IT in the office

- i) Replacement of Patrick's machine, and the laptop
- ii) The monitors

- iii) Better backups to be made
- iv) Logons to clear off the older stuff
- v) Notebooks a security risk, better in an electronic form
- vi) Upgrade the firewall

A quote for \$3985.85 was provided. A request to upgrade was made, and The Committee agreed to proceed on all items except the laptop, and Anne will seek funding to support this purchase. **Mark Robertson/ Allan Morris**

Debbie to look at photocopy contract to determine when upgrade may be likely.

**Fundraising:** – Committee agreed to fund raising event (Quiz evening hosted by Angie) in late July. Bianca to lead the formation of a Fundraising group.

**NZBridge** – A Volunteer of the month, the committee all agreed to the person they will nominate.

**Leak on Roof** – 2 Roofers have looked at this, the ‘hedgehogs’ were taken down. Sue used Waterworks and will pass the contact onto the office for another opinion. The idea is to increase the overflow on the gutters during very heavy rain- **Debbie-**

**Request** – Tracey has asked for the Clubrooms to be used for a fundraiser for youth bridge– agreed. Debbie to discuss dates

**Newsletter** –Anthony Hopkins has kindly agreed to do the first issue.

**Recycling-** Hopefully the new tablets will reduce paper usage. We will look into recycling bins- ask at the council - **Debbie**

**CLOSURE** The meeting closed at 7.10 pm.

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Dated: .....

Next meeting – Finance group (16 May 2017)

Next Committee meetings:

20 June 2017

15<sup>th</sup> August 2017

17<sup>th</sup> October 2017

AGM 12<sup>th</sup> November 2017