

Minutes of Meeting

Auckland Bridge Club- Governance Committee

Date: 11 February 2013

Present: Russell Watt, Anthony Hopkins, Rineke Mansell, John Wilson,
Allan Morris

Minutes of meetings dated 15 and 20 November 2012 approved.

Matters Arising:- All outstanding complaints have been attended to.

- Table monies being accounted for as per policy.
- Results being posted on website.
- Eftpos introduced on 12 month trial

Agenda Items

1. 5 year Plan

- Draft plan reviewed. Subject to minor changes, plan approved.
- Plan to be discussed with Julie
- Future functions can be divided between hosting, catering, maintenance, financial management and administration, directing, teaching.
- It maybe necessary to review work practices and re-engineer as applicable.
- Plan to be submitted to Committee
- Map out structure, processes and procedures for business as usual

2. Preparation of Financial Statements

- To be prepared by Jan Ashwell
- Allan to agree appropriate hourly rate for this work. NB This has been actioned.

3. General

- Subscription discount. Agreed to be applied at discretion of the Manager
- Advertising on website approved.
- Staff bonuses. Further discussion required.