



GRAND SLAM LIMITED

[Trading as **Hokowhitu Bridge Club**]

BOARD MEETING

MINUTES 02

9th February 2012 : at 7:30 pm

<u>Present:</u>	Kevin Lawrence	Chairman	KL
	Peter Wiles	Treasurer	PW
	Julie Bunnell	Elected Board Member	JB
	Jeanette Gomes	Elected Board Member	JG
	John McCartin	Elected Board Member	JMc
	John Hogan	Elected Board Member	JH
	Graeme Donaldson	Secretary	GD

Ref:	Minutes	[Action]
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2.1. WELCOME

2.1.(i) The chairman welcomed board members

2.2. APOLOGIES

There were none

2.3. CONFIRMATION OF BOARD MINUTES

2.3.(i) Minutes of the Board Meeting 21 December 2011 were confirmed.

2.3(ii) Moved GD / Seconded JH

Minutes of the Board Meeting 31 October 2011 were confirmed.

Moved KL / PW

2.4. MATTERS ARISING

2.4.(i) Action List

(1.3.i) – GD – Minutes of Oct meeting of previous board - Completed

(1.5.ii) - KL - Tournament director/organiser - Item 11

(1.7.i) – PW – Budget – Under Item 6

(1.7.v) – GD – Table money cards - Completed

(1.7.vi) – KL – Playing Directors Fee – In Progress

After discussion it was agreed that the Playing Directors fee remain the same. KL

Resolved that Graeme Donaldson be paid the Playing Directors Fee for the sessions he fills in for Ms Stachurski Moved JG / Seconded JC

(1.8.i) – GD – Club name change notification in progress - NZ Bridge notified - NZ Bridge magazine & Bank still to be notified GD

(1.9.i) – KL - Meeting with Bowling Club – Under Item 9

(1.10.i) - JB - Name tags – Completed – A vote of thanks for the great job in preparing the name tags was given to Julie

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2.4 (ii)	(1.11.i)- KL - Set-up by Edward Richards to continue – Confirmed at current payment of \$10.00 per night <u>Other Matters Arising</u> None	
2.5	<u>CORRESPONDENCE</u>	
2.5.(i)	<u>Inwards:</u> Membership application and Resignation (see membership) Email - NZ Bridge – Acknowledgement of name change and advising of records updating Subscriptions (See attached list) NZ Bridge – Annual Return – Tournaments Flyers NZ Bridge Magazine – Invoice – Ad poster Taupo Bridge Club – Tournament Flyer Email-New Zealand Bridge - Minutes of Board Meeting House of Cards – Flyer – Bridge holiday package Masterton Bridge Club – 2012 Programme	
2.5.(ii)	<u>Outwards:</u> 2012 Membership Mail-out – Invoice, Programme, Phone list, AGM minutes etc Email - NZ Bridge – Advising of name change Jan Whyte – Membership Application Margaret Miles - Bereavement Card Edith Nolan – Get Well Card Resolved That the inwards correspondence be received and the outwards confirmed. Moved GD / Seconded JMc	
2.5.(iii)	It was agreed that the NZ Bridge Minutes be available for members to peruse at playing sessions	
2.6	<u>FINANCIAL</u>	
2.6.(i)	<u>Reports</u> The treasurer presented a copy of the February statement and gave a verbal report on the sound financial situation	
2.6.(ii)	<u>Payments to be Ratified and Approved</u> J Bunnell - Stationery reimbursement \$93.56 Moved PW / Seconded JG It was noted that the list of payments to be ratified was not annotated and the treasurer was asked to present a fully itemized list at the next meeting. It was further noted that as there had been no payments ratified since the October meeting that the above list be extended to cover all payments since that date (31 st October2011)	PW
2.6.(iii)	<u>Draft Budget</u> A draft budget was presented to the board and after some discussion it was noted that although the budget was conservative in its estimation of income, operating expenses for the current playing year would need to be closely	

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	<p>monitored</p> <p>Resolved That the budget be approved. Moved GD / Seconded JMc</p> <p>Further discussion followed about making the budget available to Club members. It was agreed that, with suitable editing, a copy of the 2012 budget should be posted on the Club noticeboard.</p>	<p>PW</p>
2.6.(iv)	<p><u>Spending Priorities for 2012</u></p> <p>It was decided that this be deferred until the 2012 Rental Agreement was resolved.</p> <p>It was also agreed that JB JMc & KL compile an asset list and evaluate the condition of all our assets as that may also influence the prioritising spending on replacement or new capital items</p>	
2.6.(v)	<p>The treasurer was asked investigate the presentation of a report tracking the monthly income & expenditure against the budget</p>	<p>PW</p>
2.6.(vi)	<p>The treasurer was asked if he thought that Online access to the Bank (read only) would be of any assistance in managing the finances. After some discussion it was decided that he could evaluate this option and decide whether he wished to pursue it further.</p>	<p>PW</p>
2.6.(vii)	<p><u>Table money</u></p> <p>It was noted that the discounted card system was proving popular</p>	
2.7	<p><u>MEMBERSHIP</u></p>	
2.7.(i)	<p><u>Applications for Membership</u> were received from</p> <p>Alan Doddridge - Proposed G Donaldson / Seconded Julie Bunnell Jan Whyte - Proposed G Donaldson / Seconded Julie Bunnell</p> <p>Resolved That the applications be approved.</p>	
2.7.(ii)	<p><u>Resignations</u></p> <p>Resolved That the following resignations be noted. Moved GD / Seconded JC</p> <p>Jenny Kelland Peg Foley Dori Bunnell Margaret Price Tom Price</p>	
2.8	<p><u>Legal requirements</u></p>	
2.8.1	<p>The chairman advised he had the key to the online Company update site Kevin Lawrence Peter Wiles & Graeme Donaldson be registered as the Company Officers</p>	<p>KL</p>
2.9.	<p><u>ONGOING RELATIONSHIP WITH HOKOWHITU BOWLING CLUB</u></p>	
2.9.(i)	<p><u>Rental</u></p> <p>The Chairman advised that a meeting had been set up with representatives of</p>	

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	<p>the Bowling Club on 20th February 2002 and requested a discussion on strategic points to be raised at that meeting. It was noted that the budget left little room for any upwards movement in Rent. The following guidelines were formulated</p> <p>a) The maximum overall increase in rental that the board felt comfortable with was \$500.00</p> <p>b) Ideally, if the 2012 rental increased, the same rental should be fixed for 2013</p> <p>c) The next negotiation would be resolved by November 2012 (or 2013) to give sufficient time to allow for subscriptions and table money to be set for the year 2013 (or 2014).</p>	KL
2.9.(ii)	<p><u>Other Matters to be Raised</u> Storage facilities, Improvement of general ambiance, Bar access on Wednesday evenings, Heating and Lighting. Further enhancement of good working relationship between both clubs</p>	
2.9.(iii)	<p>It was agreed that the subcommittee to meet with the Bowling Club Representatives would be the Chairman & board members Peter Wiles ,Julie Bunnell & John McCartin, Chris Abbey & Shirley Barnett from the previous board should be invited to join this subcommittee to provide some continuity to the negotiating team</p>	Cmttee
2.10	<u>PRE-DEALT HANDS</u>	
2.10.(i)	<p>It was agreed that investigation into providing pre-dealt hands be continued with an objective of providing pre-dealt hands at least for one night each month</p>	KL & GD
2.11	<u>TOURNAMENTS</u>	
2.11.(i)	<p><u>Junior / Intermediate Tournament</u> KL reported that Will Robson was available to assist in the organization of the Junior/Intermediate Tournament</p>	
2.11.(ii)	<p><u>Tournament Organizer</u> It was agreed that a Tournament sub-committee be established comprising of KL, JH, JB and Will Robson. It was noted that as the Tournament date was 15th April that Tournament flyers need be distributed as soon as possible. John Hogan to convene a meeting of the Tournament subcommittee</p>	
2.12	<u>LESSONS</u>	
2.12.(i)	<p>It was agreed that the number of potential learners and new members be established to assess the viability of running lessons similar to those of 2011</p>	KL
2.12.(ii)	<p>Alister has requested the purchase of the special cards for dealing hands for lessons. It was agreed that this would be a good move and costing to be ascertained</p>	KL
2.13	<u>BRIDGE PROGRAMME</u>	
2.13.(i)	<p>It was agreed that as many members had already booked much of the year already that it was not feasible to allocate a month for Senior /Junior pair combinations for this year but such a month to be considered in the programme next year</p>	
2.14	<u>GENERAL BUSINESS</u>	
2.14.(i)	<p><u>Regional Committee Nomination</u> Alan Doddridge who is a current member of that committee is seeking support</p>	

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	for re-nomination by the Club Resolved That Alan Doddridge be nominated for reappointment to the New Zealand Bridge Regional Committee moved GD / Seconded JB. It was suggested that the newsletter and minutes of that committee be made available to members who may wish to read them by posting on the Club noticeboard	GD
2.15	<u>NEXT MEETING</u>	
	The next meeting of the board will be held at 27A Redwood Grove on Thursday 1st March at 7.30 pm	ALL

There being no further business the Meeting concluded at 10.10pm

CONFIRMED AS A CORRECT RECORD THIS THURSDAY 1st OF MARCH 2012

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CHAIRPERSON
MR KEVIN LAWRENCE