



## GRAND SLAM LIMITED

[Trading as **Hokowhitu Bridge Club**]

### BOARD MEETING

## MINUTES 08

22nd August, at 7:30 pm

<u>Present:</u>	Julie Bunnell	Chair	JB
	Peter Wiles	Treasurer	PW
<u>Apology</u>	Kevin Lawrence	Elected Board Member	KL
	John McCartin	Elected Board Member	JMc
	John Hogan	Elected Board Member	JH
	Graeme Donaldson	Secretary	GD
	Bruce Wilson	Guest	

<b>Ref:</b>	<b>Minutes</b>	<b>[Action]</b>
<b>8.1.</b>	<b><u>WELCOME</u></b>	
8.1.(i)	The Chairperson welcomed board members and later welcomed Bruce Wilson and thanked him for agreeing to attend the meeting.	
<b>8.2</b>	<b><u>APOLOGIES</u></b>	
8.2.(i)	John McCartin for lateness. Kevin Lawrence <b>Resolved</b> That the apologies be sustained. Moved GD Seconded JH <u>Carried</u>	
<b>8.3</b>	<b><u>CONFIRMATION OF BOARD MINUTES</u></b>	
8.3.(i)	<b>Resolved</b> that the minutes of the Board Meeting 20th June 2013 were confirmed, Moved JB / Seconded GD <u>Carried</u>	
<b>8.4</b>	<b><u>MATERS ARISING</u></b>	
8.4 (i)	<b><u>Action List</u></b>	
	<b>Actions</b>	
	7.6.(iii) – 1 Storage Cupboard – Bowling Club approved the plan in principal with some minor changes which are in progressing	GD
	7.11.(i) – Funding Application – Processed - Now waiting for reply	
8.4.(ii)	<b><u>Other Matters Arising</u></b>	
	None	
<b>8.5</b>	<b><u>CORRESPONDENCE</u></b>	

## **2012-2013 BOARD MEETING #8**

### MINUTES

<b>Ref:</b>	<b>Minutes</b>	<b>[Action]</b>
8.5.(i)	<p><b><u>Inwards:</u></b>  Rendezvous Restaurant &amp; Bar – Reply to sponsorship request  Vouchers  Westpac – July Statement  IRD – PAYE return</p> <p><b>Email</b>  NZ Bridge - 2014Tournament Schedule  Napier Bridge Club - Open Teams Tournament  NZ Bridge – fwd Pahia Bridge Club Intermediate Tournament  Te Aroha Bridge Club - Request for unwanted bridge Books  NZ Bridge – fwd South Wairarapa Bridge Club Multigrade Tournament  NZ Bridge – Preliminary Notice AGM 2013 with delegate form  NZ Bridge - Board meeting minutes 22 May 2013, 29 June 2013  NZ Bridge – fwd Waitomo Golf &amp; Country Club – Waitomo Veteran Pairs tournament  Mike Park - Tournament Entry - fwd to Shirley Barnett  NZ Bridge - Previous Computer numbers for Learners  NZ Bridge – Master points return Reminder  NZ Bridge – fwd Picton Bridge Club Intermediate tournament  Hastings Bridge Club - Open Pairs Tournament  NZ Bridge – Notice of New NZ Bridge Manual  NZ Bridge – Bulletin NZ Bridge System Card policy  Dannevirke Bridge Club – Marlene Paiwai Charity Tournament  NZ Bridge – NZBF Annual report &amp; accounts  NZ Bridge New Zealand National Bridge Congress  <b>Resolved</b> that Julie ask Jan Whyte and Alan Doddridge if the would be our delegates to the NZ bridge AGM  Moved JB seconded JMc <u>Carried</u>  NZ Bridge - Reminder South Island Pairs , Otago</p>	<b>ALL</b>
8.5.(ii)	<p><b><u>Outwards:</u></b>  Pub Charity – Funding donation application  Pub Charity – Bank Deposit Form  Eastern &amp; Central Community Trust - Funding Donation application</p> <p><b>By Email</b>  All Local &amp; n CD Clubs – Reminder &amp; poster for Daffodil Day Tournament  NZ Bridge - Requesting previous Computer numbers for learners</p>	
8.5.(iii)	<p><b>Resolved</b> That the inwards correspondence is received and the outwards confirmed. Moved GD / Seconded JH <u>Carried</u></p>	
<b>8.6</b>	<b><u>FINANCIAL</u></b>	
8.6.(i)	<p><b><u>Reports</u></b>  The treasurer tabled the July spreadsheet and the advised the following financial position.</p> <p>Cheque Account Balance at 31<sup>st</sup> July 2013      \$ 6,273.44  Savings Account Balance at 31<sup>st</sup> July 2013      \$ 3,854.99</p>	<b>PW</b>

**2012-2013 BOARD MEETING #8**MINUTES

<b>Ref:</b>	<b>Minutes</b>	<b>[Action]</b>
	<b>Resolved</b> that the tabled spreadsheet be received Moved PW / Seconded GD <u>Carried</u>	
8.6.(ii)	<b><u>Payments to be Ratified and/or Approved</u></b> <b>Resolved</b> that the payments as listed on the attached schedule totaling \$545.52 be Approved/Ratified. Moved JH / Seconded JB <u>Carried</u> The treasurer explained that the queried amount of \$430.00 was a book entry to account for the Hostess's waive of table money The treasurer acknowledged the overpayment of \$600.00 to the Bowling Club and suggested a way to resolve this.  <b>Resolved</b> That the overpayment of \$600.00 be a payment of \$300.00 made to the bowling club for use of the premises for the lessons and that the Bowling Club hold the balance of \$300.00 in credit against the first rental payment in 2014 and a letter be sent to the Bowling Club advising them of this.	<b>All</b>
8.6.(iii)	<b><u>Spending Priorities for 2013</u></b> The following Items listed in order of priority are to be  1 – Dealing Machine – Awaiting the outcome of funding Application 2 – Subsidy from Club towards lessons. Estimate \$360.00 3 – Building Cupboard for Bridge Club Storage – Approved in principal by bowling club – Plan to be modified as agreed.	<b>JMc All GD</b>
<b>8.7</b>	<b><u>MEMBERSHIP</u></b>	
6.7.(i)	<b><u>Applications for Membership</u></b>  None	<b>All</b>
8.7.(ii)	<b><u>Resignations</u></b>  None	<b>All</b>
<b>8.8</b>	<b><u>LEGAL REQUIREMENTS</u></b>	
8.8.(i)	Grand Slam Share holdings – Investigate transfer to chair and/or directors or share amalgamation _ Awaiting response from Bruce W@ilson	<b>JB</b>
<b>8.9</b>	<b><u>TOURNAMENTS</u></b>	
6.9.(i)	<b><u>Intermediate Tournament</u></b> Next years Intermediate Tournament is scheduled for Sunday 13 <sup>th</sup> April 2014.	<b>Cmmtee</b>
8.2.(ii)	<b><u>Charity Tournament</u></b> JH Tables the minutes of the Tournament committee and reported a very successful Tournament with \$2200.00 being raised for the Cancer Society. Feedback was most encouraging. Next years Charity Tournament is Scheduled for Sunday 17 <sup>th</sup> August 2014.	<b>Cmmtee</b>
<b>8.10</b>	<b><u>LESSONS</u></b>	
8.10.(i)	The lessons have finished and the learners will start to play on Wednesdays as a separate group. For the next 4 weeks.	<b>wkgrp</b>

**2012-2013 BOARD MEETING #8**

MINUTES

Ref:	Minutes	[Action]
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It was decided that bring a plate supper be held on the firsty night as a means of getting to know each other.  
 The learners to be given a playing calendar for the rest of the year and a Membership application Form  
 Alister has proposed running further lessons during October.

**8.11 FUNDING APPLICATION**

8.11.1 JMc advised the board that the funding applications to both Pub Charity and Eastern & Central Community Trust had made. The Pub Charity application would be processed on the 24<sup>th</sup> August and the Eastern & Central application in late September. We now await the outcome. **JMc**

**8.12 INCORPOATED SOCIETY**

8.12.1 See Item 8.13.1 in General business **All**

**8.13 GENERAL BUSINESS**

**8.13.1 Discussion With Bruce Wilson**

The Chair welcomed Bruce Wilson and thanked him for agreeing to attend the meeting.  
 A discussion ensued on the legal requirements for the auditing or review of our accounts and “how and why” to proceed with the change to an Incorporated Society, and advantages if any.  
 Bruce outlined the obligations of operating as a limited liability company vs an Incorporated Society and gave his professional opinion to questions from the board. Bruce offered to do some further research into some of these questions and report back to the Chair and/or secretary.

**8.13.2 Hokowhitu Bowling Club Liason**

A meeting to be arranged with the Bowling Club committee to discuss arrangements and Rental for 2014 and ?? 2015

**8.13.3 Tournament Results**

Arrangements to be made to have the Tournament results and prize giving photos in the Guardian and /or Tribune. JH to advise the Cancer Society of this intention.

**8.14 NEXT MEETING**

8.14.(i) The next meeting of the board will be held at on **September Thursday 12<sup>th</sup> at 7.30 pm at 27A Redwood Grove.** **All**

**There being no further business the Meeting concluded at 9.55 pm**

**CONFIRMED AS A CORRECT RECORD THIS THURSDAY 12th September 2013**

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 CHAIRPERSON  
 Ms JULIE BUNNELL

**2012-2013 BOARD MEETING #8**MINUTES

Ref:	Minutes	[Action]
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**Financial Report at 31st July 2013**

Current Account Balance at 31/07/2013	\$	6,273.44
Savings Account Balance at 31/07/2013	\$	3,854.99
July Income	\$	799.43
July Expenditure	\$	84.57
(Does not include un-presented cheques)		
July <b>Surplus/Deficit</b>	<b>\$</b>	<b>714.86</b>
Chq Balance at 31st December 2012	\$	<b>6,706.25</b>
Chq Balance to date	\$	6,273.44
Sav Balance at 31st December 2013	\$	<b>3,803.97</b>
Sav Balance to date	\$	3,854.99
2013 <b>Playing</b> Year Surplus / <b>Deficit</b>	<b>-\$</b>	<b>381.79</b>

**Payments to be Approved  
or Ratified to 31st July 2013**

IRD PAYE June	186101	\$	46.36
M Crosbie	186102	\$	38.21
L Stachurski	186103	\$	460.95
<b>TOTAL</b>		<b>\$</b>	<b>545.52</b>