



## GRAND SLAM LIMITED

[Trading as **Hokowhitu Bridge Club**]

### BOARD MEETING

## MINUTES 11

21st November, at 7:30 pm

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

Ref:	Minutes	[Action]
11.1.	<b><u>WELCOME</u></b>	
11.1.(i)	The Chairperson welcomed board members.	
11.2	<b><u>APOLOGIES</u></b>	
11.2.(i)	John McCartin: Kevin Lawrence <b>Resolved</b> That the apologies be sustained. Moved JB Seconded GD <u>Carried</u>	
11.3	<b><u>CONFIRMATION OF BOARD MINUTES</u></b>	
11.3.(i)	<b>Resolved</b> that the minutes of the Board Meeting 13 September 2013 were confirmed, Moved GD / Seconded PW <u>Carried</u>	
11.4	<b><u>MATERS ARISING</u></b>	
11.4 (i)	<b><u>Action List</u></b>	
	<b>Actions</b>	
	7.6.(iii) – 1 Storage Room – Costing	GD
	The costing by Chris Abbey of \$9,545 was tabled. It was pointed out that this was a commercial costing for the room , electrical alterations and fittings desk shelving etc. and there would be means to complete this project substantially cheaper. It was decided that a quote be obtained from a tradesman for the initial part of the project i.e. the wall and electrical alterations and making good the mens lounge.	All
11.4.(ii)	<b><u>Other Matters Arising</u></b>	
		GD
11.5	<b><u>CORRESPONDENCE</u></b>	

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Ref:	Minutes	[Action]				
11.5.(i)	<p><b><u>Inwards:</u></b></p> <p>IRD – PAYE return  Westpac - Statement  Hokowhitu Bowling Club – Reply to our letter re rental  Alma Bartosh - Resignation.  C Abbey: M Scott: P Brown: Share transfer acknowledgements</p>					
	<p><b><u>Email</u></b></p> <p>Feilding Bridge Club – Babbich Pairs Invitation  NZ Bridge – Board Minutes 10<sup>th</sup> Oct &amp; 20 Oct 2013  Mary Lynch – Flyer for Free Range Bridge Not for chickens book  NZ Bridge – New WBF 20 VP Scales  NZ Bridge – Nomination Forms – Board members &amp; Chairman  NZ Bridge – Master point update  Taradale Bridge Club Christmas Cheer Tournament  NZ Bridge – fwd – Chch Bridge Club Carpet from old roomstara  NZ Bridge – Top of the South 10A Teams  NZ Bridge - Fwd – Kerikeri Bridge Club mini congress  NZ Bridge - NZ Wide Pairs- Prize Winners &amp; Regional Winners  Freedom Print &amp; Design – Handbook quote  NZ Bridge - Announcements- 2014 International Squads  NZ Bridge - NZ Wide Pairs- Prize Winners &amp; Regional Winners  NZ Bridge – NZ Bridge Mailing List- From Allan Barclay</p>	All				
11.5.(ii)	<p><b><u>Outwards:</u></b></p> <p>Hokowhitu Bowling Club – Hokowhitu Bowling Club – In response to letter re rental</p>	All				
	<p><b><u>By Email</u></b></p> <p>Feilding Bridge Club – Thank you for Babbich Pairs invite</p>					
11.5(iii)	<p><b><u>Resolved</u></b> That the inwards correspondence is received and the outwards confirmed. Moved GD / Seconded JH <u>Carried</u></p>					
11.6	<b><u>FINANCIAL</u></b>					
11.6.(i)	<p><b><u>Reports</u></b></p> <p>The treasurer tabled the October spreadsheet and the advised the following financial position.</p> <table data-bbox="352 1639 1155 1697"> <tr> <td>Cheque Account Balance at 31<sup>st</sup> October 2013</td> <td>\$ 4,891.61</td> </tr> <tr> <td>Savings Account Balance at 31<sup>st</sup> October 2013</td> <td>\$ 3,877.00</td> </tr> </table> <p>The treasurer then tabled the year to date analysis for the financial year and the playing year.</p> <p><b><u>Resolved</u></b> that the tabled spreadsheets be received  Moved PW / Seconded GD <u>Carried</u></p>	Cheque Account Balance at 31 <sup>st</sup> October 2013	\$ 4,891.61	Savings Account Balance at 31 <sup>st</sup> October 2013	\$ 3,877.00	PW
Cheque Account Balance at 31 <sup>st</sup> October 2013	\$ 4,891.61					
Savings Account Balance at 31 <sup>st</sup> October 2013	\$ 3,877.00					
October	<p><b><u>Payments to be Ratified and/or Approved</u></b></p> <p><b><u>Resolved</u></b> that the payments as listed on the attached schedule totaling \$790.56 be Approved/Ratified.  Moved PW / Seconded JH <u>Carried</u></p>	All				

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<b>Ref:</b>	<b>Minutes</b>	<b>[Action]</b>
11.6.(iii)	<b><u>Spending Priorities for 2013</u></b> The following Items listed in order of priority are to be  1 – Building Cupboard for Bridge Club Storage	<b>GD</b>
<b>11.7</b>	<b><u>MEMBERSHIP</u></b>	
11.7.(i)	<b><u>Applications for Membership From</u></b> Lorena Lim <b>Resolved</b> that this application be accepted. Moved Graeme Donaldson Seconded Julie Bunnell	<b>All</b>
11.7.(ii)	<b><u>Resignations</u></b>  None	<b>All</b>
<b>11.8</b>	<b><u>LEGAL REQUIREMENTS</u></b>	
11.8.(i)	JB reported that the transfer of shares had been completed: The annual return to the Registrar of Companies has been lodged: The address for correspondence was changed to that of the Secretary. The report to members for the AGM was completed..	<b>JB</b>
<b>11.9</b>	<b><u>TOURNAMENTS</u></b>	
11.9.(i)	<b><u>Intermediate Tournament</u></b> The 2014 Intermediate Tournament is scheduled for Sunday 13 <sup>th</sup> April 2014.	<b>Cmmtee</b>
10.9.(ii)	<b><u>Charity Tournament</u></b> The 2014 Charity Tournament is Scheduled for Sunday 17 <sup>th</sup> August 2014.	<b>Cmmtee</b>
<b>11.10</b>	<b><u>LESSONS &amp; LEARNERS GROUP</u></b>	
11.10.(i)	<b><u>Learners Group</u></b> It was noted that the learners were being successfully integrated during the November competition	<b>wkgrp</b>
11.10.(ii)	<b><u>Lessons</u></b> The incoming board to decide how to proceed with lessons for 2014	
<b>11.11</b>	<b><u>FUNDING APPLICATION</u></b>	
11.11.1	Nothing at moment	<b>All</b>
<b>11.12</b>	<b><u>INCORPORATED SOCIETY</u></b>	
11.12.1	After some discussion it was agreed that the Board recommend the withdrawal of the motion left on the table at the last AGM re the restructuring of the Club as an Incorporated Society.	<b>All</b>
<b>11.13</b>	<b><u>GENERAL BUSINESS</u></b>	
11.13.1	<b><u>A.G.M. Arrangements</u></b> The AGM actions were from the checklist were reported as being completed or in progress. There were no outstanding items that needed attention It was decided to give each member/visitor a welcome card entitling them to two complimentary drinks. This is an increase to the board's decision last meeting	

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Ref:	Minutes	[Action]
11.13.2	<p><b><u>Auditor for 2012-2013 Financial Report</u></b>                      The Review of the Financial report for 2012-13 was completed by Bruce Wilson and had been circulated to members with the Notice of the AGM.</p> <p>After some discussion it was agreed that the motion that the membership be asked to vote on at the AGM be worded “that the members endorse the board’s decision to ratify the appointment of a reviewer instead of an auditor for the 2012-13 financial report” and on being carried this would be done at the next board meeting. Similarly for the appointment of a reviewer in future.</p>	<b>JB/PW</b>
11.13.3	<p><b><u>Membership of Board</u></b>                      There have been two nominations for new board members along with the four current members who have indicated they are available for re-election. It was suggested that this would be a satisfactory number as the incoming board has the power to adopt a member if required.</p>	<b>All</b>
11.15.4	<p><b><u>Playing Directors Fees</u></b>                      It was agreed that Lorraine be given an increase of \$5.00 per session for directing on Wednesday evenings                      A motion to this effect was moved JB seconded JH and carried</p>	<b>JB</b>
11.13.5	<p><b><u>Liason with Bowling Club</u></b>                      Julie has sent a letter to the Bowling Club pointing out the misapprehensions that the Bowling club seem to have over our status and operational procedure and offering a counter proposal for the 2014 rental.</p>	<b>GD</b>
11.14	<p><b><u>NEXT MEETING</u></b>                      The next meeting of the board will be held at a time, place and venue to be decided on after the AGM.</p>	<b>All</b>

**There being no further business the Meeting concluded at 9.50 pm**

**CONFIRMED AS A CORRECT RECORD THIS Monday 16<sup>th</sup> December 2013**

.....  
 CHAIRPERSON  
 Ms Julie Bunnell

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## MINUTES

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

Current Account Balance at 31/10/2013	\$ 4,890.61
Savings Account Balance at 31/10/2013	\$ 3,877.00
October Income	\$ 1,007.68
October Expenditure	\$ 547.91
(Does not included unrepresented cheques)	
October <b>Surplus/Deficit</b>	<b>\$ 459.77</b>
Chq Balance at 31st December 2012	<b>\$ 6,706.25</b>
Chq Balance to date	\$ 4,890.61
Sav Balance at 31st December 2013	<b>\$ 3,803.97</b>
Sav Balance to date	\$ 3,877.00
<b>2013 Playing Year Surplus /Deficit</b>	<b>-\$ 1,742.61</b>

**Payments to be Approved or Ratified to 30th August 2013**

PAYE Sept	186180	\$ 51.24
J Bunnell	186181	\$ 109.00
M Scott	186182	\$ 24.72
M Williams	186183	\$ 21.85
NZ Bridge	186184	\$ 40.00
PN Bridge Club	186185	\$ 150.00
L Stachurski	186186	\$ 368.75
Gift Carrd		\$ 25.00
		<b>\$ 790.56</b>