



GRAND SLAM LIMITED

[Trading as **Hokowhitu Bridge Club**]

BOARD MEETING

MINUTES 01

16th December 2013, at 7:30 pm

<u>Present:</u>	Julie Bunnell	Chair	JB
	Graeme Donaldson	Secretary	GD
	Peter Wiles	Treasurer	PW
	Shirley Barnett	Board Member	SB
	Andrea Bennett	Board Member	AB
	John McCartin	Board Member	JMc

Ref:	Minutes	[Action]												
1.1.	<u>WELCOME</u>													
1.1.(i)	The Chairperson welcomed board members, those continuing from last year and especially those newly elected.													
1.2	<u>APOLOGIES</u>													
1.2.(i)	JMc for lateness													
1.3	<u>ELECTION OF OFFICERS & PORTFOLIO HOLDERS</u>													
1.3.(i)	The Chairperson asked the board members which areas of interest they had and after some discussion it was; Resolved that the following be appointed: Moved JMc Seconded GD <u>Carried</u> <table> <tr> <td>Chairperson</td> <td>Julie Bunnell</td> </tr> <tr> <td>Secretary</td> <td>Graeme Donaldson</td> </tr> <tr> <td>Treasurer (for 2013-2014 year)</td> <td>Peter Wiles</td> </tr> <tr> <td>Treasurer (for 2014-2015 year)</td> <td>Shirley Barnett</td> </tr> <tr> <td>Chair of Tournament Committee</td> <td>John McCartin</td> </tr> <tr> <td>Financial Reviewer</td> <td>Bruce Wilson</td> </tr> </table>	Chairperson	Julie Bunnell	Secretary	Graeme Donaldson	Treasurer (for 2013-2014 year)	Peter Wiles	Treasurer (for 2014-2015 year)	Shirley Barnett	Chair of Tournament Committee	John McCartin	Financial Reviewer	Bruce Wilson	
Chairperson	Julie Bunnell													
Secretary	Graeme Donaldson													
Treasurer (for 2013-2014 year)	Peter Wiles													
Treasurer (for 2014-2015 year)	Shirley Barnett													
Chair of Tournament Committee	John McCartin													
Financial Reviewer	Bruce Wilson													
1.4	<u>CONFIRMATION OF MINUTES</u>													
	Resolved that the minutes of the Board Meeting 21 November 2013 were confirmed, Moved GD / Seconded PW <u>Carried</u>													
1.5	<u>MATERS ARISING</u>													
1.5 (i)	<u>Action List</u>													

2013-2014 BOARD MEETING #1MINUTES

Ref:	Minutes	[Action]
	Actions	
	2013-7.6.(iii) – 1 Storage Room – Builders quote now required	GDA
1.5.(ii)	<u>Other Matters Arising</u> None that is not on the agenda	
1.6	<u>CORRESPONDENCE</u>	
1.6.(i)	<u>Inwards:</u>	
	IRD – PAYE return	
	Westpac - Statement	
	Helen Hastings – AGM RSVP apology & proxy	
	NZ Bridge – Certificates of Proficiency	
	Tauranga Bridge Club – Mini Congress	
	NZ Bridge – Reminder Teaching Seminar	
	Flyer Enjoy dining in Balance	
	NZ Bridge - List of Directors	All
	Email	
	NZ Bridge - Club Directors Exams Nov 2013	
	BridgeNZ - Newsletter November 2013	
	NZ Bridge – Bulletin re Wayne Burrows	
	NZ Bridge - September Quarter Masterpoint Invoice query	
	John Hogan – Resignation from Grand Slam Board of Directors	
	Napier Bridge Club - Napier Jubilee Programme	
	Mary Lynch – Free Range Bridge Book promo	
1.6.(ii)	<u>Outwards:</u> None	
	By Email	All
	Hokowhitu Bowling Club – Confirming Meeting 29 th Nov.	
1.6(iii)	Resolved That the inwards correspondence is received and the outwards confirmed. Moved GD / Seconded JMc <u>Carried</u>	
1.7	<u>FINANCIAL</u>	
1.7.(i)	<u>Reports</u>	
	The treasurer tabled the November spreadsheet and the advised the following financial position.	
	Cheque Account Balance at 29 th November 2013	\$ 5315.44
	Savings Account Balance at 29 th November 2013	\$ 3,884.21
		PW
	The treasurer then tabled the year to date analysis for the financial year and the playing year.	
	Resolved that the tabled spreadsheets be received Moved PW / Seconded GD <u>Carried</u>	
1.7.(ii)	<u>Payments to be Ratified and/or Approved</u> Resolved that the payments as listed on the attached schedule totaling \$836.73, be Approved/Ratified. Moved PW / Seconded GD <u>Carried</u>	All

2013-2014 BOARD MEETING #1MINUTES

Ref:	Minutes	[Action]
1.7.(iii)	<u>Spending Priorities for 2013</u> The following Items listed in order of priority are to be 1 – New set of 36 Boards and cards 2 – Building Cupboard for Bridge Club Storage	GD
1.7.(iv)	<u>IRD Tax Return</u> PW reported that the arrangements for lodging the 2013 Tax return were still in progress Carried	
1.8	<u>MEMBERSHIP</u>	
1.8.(i)	<u>Applications for Membership From</u> None	All
1.8.(ii)	<u>Resignations</u> None	All
1.9	<u>LEGAL REQUIREMENTS</u>	
1.9.(i)	The transfer of shares to the new Board to be actioned.	JB
1.10	<u>TOURNAMENTS</u>	
1.10.(i)	<u>Intermediate Tournament</u> The 2014 Intermediate Tournament is scheduled for Sunday 13 th April 2014.	Cmmtee
1.10.(ii)	<u>Charity Tournament</u> The 2014 Charity Tournament is Scheduled for Sunday 17 th August 2014.	Cmmtee
1.11	<u>LIAISON WITH BOWLING CLUB</u>	
1.11.(i)	We are still awaiting a resonse from the Bowling Club confirming the verbal agreements reached at the meeting 29 th November	
1.12	<u>LESSONS & LEARNERS GROUP</u>	
1.12.(i)	<u>Learners Group</u> JB Advised that Alister had offered to run refresher sessions on Wednesdays during January. JB to confirm availability of rooms and cost. Table money to be charged for these sessions to defray room hire.	JB
1.12.(ii)	<u>Lessons</u> Alister is to be approached to see if and/or when he could run the 2014 Learners lessons. It was proposed that they be in the same format as the successful 2013 lessons were	
1.13	<u>FUNDING APPLICATION</u>	
1.13.1	Directors were asked to give some thought to funding applications for 2014	All
1.14	<u>2013 AGM</u>	
1.14.1	The well attended AGM and prize-giving evening went well with one glaring exception that was beyond the control of the board, that being the refreshments. We have received a sincere apology for the unfortunate error with the dates by Bees 'Knees who offered some discount if we chose to use	

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	them again in the future.	
	<p>Resolved that those attending the AGM be given a ticket for two complimentary playing sessions by way of compensation for this blunder by the caterers and that visitors be offered a refund of \$8.00.</p> <p>Moved SB Seconded JMc <u>Carried</u></p>	GD
1.15	<u>GENERAL BUSINESS</u>	
1.15.(i)	<p><u>Thursday Afternoon Trophy</u></p> <p>JB Advised that Mary Scott has indicated that she would like to donate a trophy for the Thursday afternoon sessions. This would be awarded as a points award over the playing year. JB to liaise with Mary to implement this.</p>	JB
1.15.(ii)	<p><u>Programme for 2014</u></p> <p>The programme for 2014 was discussed and some adjustments made. GD reported that the Programme book would be available for distribution along with the invoices early January.</p>	All
1.15.(iii)		JB
1.14	<u>NEXT MEETING</u>	
1.14.(i)	The next meeting of the board will be held at 27A Redwood Grove on the 27 th January 2014 at 7.30 pm	All

There being no further business the Meeting concluded at 9.50 pm

CONFIRMED AS A CORRECT RECORD THIS Monday 27th January 2014

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CHAIRPERSON
Ms Julie Bunnell

Addendum to minutes

1.7.(v) The treasurer was asked to update the 2014 Budget and circulate it to boards members

2013-2014 BOARD MEETING #1MINUTES

Ref:	Minutes	[Action]
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Financial Report at 29th November 2013

Current Account Balance at 29/11/2013	\$	5,315.44
Savings Account Balance at 29/11/2013	\$	3,884.21
November Income	\$	1,218.61
November Expenditure	\$	786.57
(Does not include unrepresented cheques)		
November Surplus/Deficit	\$	432.04
Chq Balance at 31st December 2012	\$	6,706.25
Chq Balance at 29 th November 2013	\$	5,315.44
Sav Balance at 31st December 2013	\$	3,803.97
Sav Balance at 29 th November 2013	\$	3,884.21
2013 Playing Year Surplus /Deficit	-\$	1,310.57
(Does not include unrepresented cheques)		

Payments to be Approved or Ratified to 29th November 2013

IRD PAYE	186187	\$	51.24
NZ Bridge	186188	\$	356.73
L Stachurski	186189	\$	368.76
J French	186190	\$	60.00
		\$	836.73