



## GRAND SLAM LIMITED

[Trading as **Hokowhitu Bridge Club**]

### BOARD MEETING

## MINUTES 2014 - 02

3rd February 2014, 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]
<b>2.1.</b>	<b><u>WELCOME</u></b>	
2.1.(i)	The Chairperson welcomed board members and thanked them for their flexibility in accommodating the rearranged meeting date.	
<b>2.2</b>	<b><u>APOLOGIES</u></b>	
2.2.(i)	SB for lateness	
<b>2.3</b>	<b><u>CONFIRMATION OF MINUTES</u></b>	
	<b>Resolved</b> that the minutes of the Board Meeting 16 December 2013, with the addition of an action under 1.7.(v) Financial "to have the treasurer update and circulate the 2014 budget " were confirmed, Moved GD / Seconded PW <u>Carried</u>	
<b>2.4</b>	<b><u>MATERS ARISING</u></b>	
2.4.(i)	<b><u>Action List</u></b>	
	<b>Actions</b>	
	2013-7.6.(iii) – 1 Storage Room – Builders quote now required	GDA
	<b><u>Other Matters Arising</u></b>	
2.4.(ii)	None that is not on the agenda	
<b>2.5</b>	<b><u>CORRESPONDENCE</u></b>	
2.5.(i)	<b><u>Inwards:</u></b>	
	IRD – PAYE return	
	Westpac - Statement	All
	Bowling Club – letter re November meeting	
	IRD - Change of tax code L Stachurski	
	Subs – B Eaton	

**2013-2014 BOARD MEETING #2**

MINUTES

Ref:	Minutes	[Action]
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**Email**

- NZ Bridge – Updated Directors List
- Bridge NZ - Bridge Tab for scoring on a 7" Android device
- NZ Bridge - Board Meeting minutes- 21 Dec 2013
- NZ Bridge – Masterpoints Report
- New Plymouth Bridge Club - Picnic Tournament
- NZ Companies Office - GRAND SLAM LIMITED (560877) - Notification of company authority revoked
- Waipukurau Bridge - Advising new Tournament Secretary
- Waikanae Bridge Club – Anniversary Day Bridge
- Lindy Crawford – Resignation
- Taradale Bridge Club – Intermediate Pairs Tournament
- Otago Bridge Club – Festival Pairs
- NZ Bridge - 2014 Youth Bridge Weekend
- NZ Bridge – Directors Exams–June 28<sup>th</sup> -29<sup>th</sup> and November 1<sup>st</sup> - 2<sup>nd</sup>
- Feilding Bridge Club – Open Tournament
- NZ Bridge Advising office hours
- Masterton Bridge Club - Junior & Intermediate Pairs
- Kapi Mana Bridge Club – Junior & Intermediate Tournament

2.5.(ii)

**Outwards:**

Marcia Sinclair – Encl. Membership Application forms & Programme

**By Email**

Waikanae Bridge Club Fwd - Members – Wellington Anniversary day special event.

All

2.5.(iii)

**Resolved** That the inwards correspondence is received and the outwards confirmed. Moved GD / Seconded JMc Carried

**2.6**

**FINANCIAL**

2.7.(i)

**Reports**

The treasurer tabled the December and January spreadsheet and the advised the following financial position.

Cheque Account Balance at 31 <sup>st</sup> December 2013	\$ 5354.65	
Savings Account Balance at 31 <sup>st</sup> December 2013	\$ 3,891.66	
Cheque Account Balance at 31 <sup>st</sup> January 2014	\$ 6125.82	PW
Savings Account Balance at 31 <sup>st</sup> January 2014	\$ 3899.05	

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 Carried

2.6.(ii)

**Payments to be Ratified and/or Approved**

**Resolved** that the payments as listed on the attached schedule totaling, December \$366.24, & January \$690.02 be Approved/Ratified.  
Moved PW / Seconded GD Carried

All

2.6.(iii)

**Spending Priorities for 2013**

**2013-2014 BOARD MEETING #2**MINUTES

<b>Ref:</b>	<b>Minutes</b>	<b>[Action]</b>
	The following Items listed in order of priority are to be	
	1 – New set of 36 Boards and cards	<b>GD</b>
	2 – Building Cupboard for Bridge Club Storage	
2.6.(iv)	<b><u>IRD Tax Return</u></b> Treasurer to Contact Sheena and obtain the companies IRD number and Tax returns for the last 3 years Carried	
<b>2.7</b>	<b><u>MEMBERSHIP</u></b>	
2.7.(i)	<b><u>Applications for Membership From</u></b> None	<b>All</b>
2.7.(ii)	<b><u>Resignation</u></b> From Cindy Crawford was received with regret	<b>All</b>
<b>2.8</b>	<b><u>LEGAL REQUIREMENTS</u></b>	
2.8.(i)	The shares have been transferred to the new board members. Graeme has still to obtain access to the Companies website.	<b>JB</b>
<b>2.9</b>	<b><u>TOURNAMENTS</u></b>	
2.9.(i)	<b><u>Intermediate Tournament</u></b> Sunday 13 <sup>th</sup> April 2014. JMc Is to send out the poster for this tournament by end of Febbruary Letter to be sent to Shirley Urquhart confirming Tournament dates	<b>Cmmtee</b>
2.9.(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>2.10</b>	<b><u>LIAISON WITH BOWLING CLUB</u></b>	
2.10.(i)	It was agreed to pay rental to the Bowling club at our understanding of the agreement reached at the November meeting (that being \$3000+gst to be paid in 5 two monthly installments rather than the Bowing clubs \$3200 + gst as outlined in their letter and enclose payment accordingly along with the Jan rental	
<b>2.11</b>	<b><u>LESSONS &amp; LEARNERS GROUP</u></b>	
2.11.(i)	<b><u>Learners Group</u></b> Alister held three successful evenings for the learners group in January.	<b>JB</b>
2.11.(ii)	<b><u>Lessons</u></b> Alister is happy to run lessons again this year and a start date of the Monday after Queens Birthday is proposed. Advertising of these should ne along yje lines that worked for last year's lessons..	
<b>2.12</b>	<b><u>FUNDING APPLICATION</u></b>	
2.12.(i)	It was agreed that funding for a Laptop computer to run the dealing machine was to be investigated <b>Resolved</b> That the club apply to Pub Charity for a donation to cover the costs of a Laptop computer, Microsoft software, printer and cartridges, and mouse. Moved Shirley Barnett seconded Julie Bunnell	<b>All</b>

**2013-2014 BOARD MEETING #2**

MINUTES

Ref:	Minutes	[Action]
<b>2.13</b>	<b><u>GENERAL BUSINESS</u></b>	
2.13.(i)	Peter Offered to purchase a flyzapper for the rooms if permission was obtained to install it from the Bowling Club. Peters offer was accepted with thanks.	
2.14.(i)	<b><u>Thursday Afternoon Trophy</u></b> JB to liaise with Mary to implement this. (Ongoing as this does not need to be finalized till the latter part of the year but Lorraine will need to informed))	<b>JB</b>
2.14.(ii)	<b><u>Roster for Wednesday evening dishes</u></b> It was agreed that a monthly roster be drawn up for the set-up of cups etc and clean-up at end of evening and be displayed on thre notice board along with a list of the tasks	<b>All</b>
2.14.(iii)	<b><u>Table Setup &amp; Thursday dishwashing</u></b> JB confirmed that Leo was happy to do both these tasks.	<b>JB</b>
2.14.(iii)	<b><u>Surplus Card Tables</u></b> It was agreed that the surplus card tables be made available to members and an announcement to this effect to be made when their condition was assessed	
<b>2.15</b>	<b><u>NEXT MEETING</u></b>	
2.15.(i)	The next meeting of the board will be held at 27A Redwood Grove on the 27 <sup>th</sup> January 2014 at 7.30 pm <i>This was subsequently postponed and to be held at 7.30pm 10 Woodfield Place on 3<sup>rd</sup> March 2014</i>	<b>All</b>

**There being no further business the Meeting concluded at 9.25 pm**

**CONFIRMED AS A CORRECT RECORD THIS Monday 3<sup>rd</sup> March 2014**

.....  
CHAIRPERSON  
Ms Julie Bunnell

**Financial Report at 31st December 2013**

Current Account Balance at 31/12/2013	\$	5,354.65
Savings Account Balance at 31/12/2013	\$	3,891.66
December Income	\$	748.24
December Expenditure	\$	701.58
(Does not included unrepresented cheques)		
December <b>Surplus/Deficit</b>	<b>\$</b>	<b>46.66</b>
Chq Balance at 31st December 2012	<b>\$</b>	<b>6,706.25</b>

**2013-2014 BOARD MEETING #2**MINUTES

Ref:	Minutes	[Action]
	Chq Balance at 31st December 2013	\$ 5,354.65
	Sav Balance at 31st December 2012	\$ <b>3,803.97</b>
	Sav Balance at 31st December 2013	\$ 3,891.66
	<b>2013 Playing Year Surplus /Deficit</b>	<b>-\$ 1,263.91</b>

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

J Bunnell	186191	\$ 45.00
Not issued	186192	
J Hogan AGM Food	186193	\$ 45.00
M Harris AGM Bar	186194	\$ 45.00
J McCartin AGM	186195	\$ 180.00
IRD PAYE	816	\$ 51.24
		<b>\$ 366.24</b>

**Financial Report at 31st January 2014**

Current Account Balance at 31/01/2014	\$ 6,125.82
Savings Account Balance at 31/01/2014	\$ 3,899.05
January Income	\$ 1,031.05
January Expenditure	\$ 252.49
(Does not included unrepresented cheques)	
December <b>Surplus/Deficit</b>	<b>\$ 778.56</b>

Chq Balance at 31st December 2013	\$ <b>5,354.65</b>
Chq Balance at 31st January 2014	\$ 6,125.82
Sav Balance at 31st December 2013	\$ <b>3,891.66</b>
Sav Balance at 31st January 2014	\$ 3,899.05
<b>2013 Playing Year Surplus /Deficit</b>	<b>\$ 778.56</b>

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

Freedom Print	186196	\$ 201.25
Trophy Specialists	186197	\$ 190.99
NZ Bridge	186198	\$ 202.17
IRD PAYE	186199	\$ 51.24
M Scott	186200	\$ 44.37
		<b>\$ 690.02</b>