

GRAND SLAM LIMITED

[Trading as Hokowhitu Bridge Club]

BOARD MEETING

MINUTES 2017 - 07

Monday 10th July 2017, at 7.15 p.m.

Present		
Name	Role	Initials used
Julie Bunnell	Chair	JB
Graeme Donaldson	Secretary	GD
Caroline McCartin	Treasurer	CM
Derek Knighton	Member	DK

Reference	Item	Outcome/ Action, date
07.1	WELCOME	
07.1.(i)	JB welcomed the Board Members	
07.2	APOLOGIES	
	Tim Coolbear for absence, Caroline McCartin for lateness	
07.3	CONFIRMATION OF MINUTES	
07.3.(i)	There were no points raised	
	Resolved: that the minutes of the 2017-07 Board Meeting held Tuesday 11 th June be confirmed.	
	Moved from the Chair: JB	Carried
07.4	MATTERS ARISING	
07.4.(i)	Sound system options. Subject to obtaining a suitable quotation, it was agreed to proceed to purchase a portable microphone Wednesday host/hostess substitute. Gayle Leader has agreed to do this. Babich (NZ Pairs) room booking. It was decided it was not necessary to book this yet	

Reference	Item	Outcome/ Action, date	
	Purchase of Tablets and one set of boards and cards. Waiting on advice before purchase of tablets		
07.5	CORRESPONDENCE		
07.5.(i)	Correspondence for July Board Meeting		
	Inwards Westpac – June Statement Cheque A/c Centrepoint Theatre– re Daffodil Day sponsorship Waikanae Bridge Club – 8B Multigrade Tournament flyer		
	Inwards Email NZ Bridge – On-line survey (replaces annual return) - Completed NZ Bridge – FW: Youth Bridge Weekend reminder NZ Bridge – Advice re June Quarter Masterpoint update NZ Bridge – fwd information on LiteClub NZ Bridge – On line Survey update Jane Stearn – NZB proposal for Regional Bridge Development Officers Jane Stearn – RBDO feedback guidlines CDRC – Fwd: Seminar Re 2017 Contract Bridge Law Amendment CDRC – Fwd: Flyer attached- South Island Pairs Havelock North BC – 5A open Swiss Pairs flyer Paraparaumu BC – Junior Tournament flyer Levin BC – Open Tournament flyer Hawera BC – Intermediate Tournament flyer Feilding BC – Team Challenge Hokowhitu Bowling Club – Thank You for Car Park Marking		
	Outwards Various – re Daffodil Day sponsorship		
	Outwards Email All Members – June Newsletter Chalitha Gautamadasa – May Payment Advice Cancer Society – Advising of Daffodil Day date and arrangements Various – re Daffodil Day sponsorship		
07.5.(ii)	Resolved: That the inwards correspondence for both May and June be received and the outwards confirmed.		
	Moved: GD Seconded: CM	Carried	

Reference	Item	Outcome/ Action, date			
07.6	FINANCIAL				
07.6.(ii)	Reports – to 30th June				
	CM presented financial reports as at 30 th June 2017 (see <u>attached</u> summary).				
	Monthly income and expenses 30 June 2017 Opening balance (combined accounts): \$16,288.00 Closing balance (combined accounts): \$16,599.87 Cash-on-hand: \$0.00				
07.6(iii)	Resolved : That the financial reports for 30 June 2017 be accepted and payments ratified				
	Moved: CM Seconded: GD	<u>Carried</u>			
07.6.(iv)	Payments to be ratified and/or approved				
	Payments to be ratified for June 2017				
	(i) T Coolbear -reimburse \$72.01 (ii) S Barnett- reimburse \$164.23 (iii) M Dunlop - reimburse \$71.19 (iv) G Donaldson – reimburse \$34.50 (v) L Stachurski \$536.20 (vi) Chalitha \$135.00 (vii) IRD \$112.70 Total \$1125.83				
	Payments to be approved for June 2017				
	None				
07.7	PORTFOLIOS 2017				
	a. Strategic planning and Operating Manual	continuing			
	 b. 25th anniversary celebrations JB reported Date selected Venue sorted Director sorted Meeting with caterers Draft invitation Chris has supplied membership details of past members who are not currently members and addresses for many including the 18 foundation members After discussion It was decided that if we do not have 30 committed attendees by 31st August we will not proceed. Maximum will be 84 persons Cost will be \$20 per person and there will be no carvery 				

Reference	Item	Outcome/ Action, date
07.8	<u>MEMBERSHIP</u>	
07.8(i)	Applications for Membership	
	Nil	
07.8.(ii)	Resignations	
	Nil	
07.9	LEGAL REQUIREMENTS Company annual return was filed 21 June JB confirmed who the shareholders and directors are	Noted complete Noted complete
07.10	TOURNAMENTS	
	JB updated Letters sent out to all sponsors. Half replied "yes" and donations collected Bridge NZ will sponsor licences and tables Pauline happy to do wrapping needs everything by 1st Aug Gourmet food items, petrol vouchers, plants and gift vouchers needed Arrangements Rosters for jobs will be done by Julie Campbell Graeme managing back of house	JB to give rosters to Julie
07.11	Tim managing front of house LIAISON WITH BOWLING CLUB	
07.11	a. Car park lines – \$494 invoice received and paid for (exactly as quoted) b. No update with social membership c. A new committee has been elected d. Graeme will try to go to next meeting to introduce himself	JB to ask Tim if he has been invoiced for yellow paint work
07.12	LESSONS & LEARNERS GROUP	
07.12.(i)	 Improvers 2017 Last one was playing suit contracts None in August Staymen in October Slam bidding in November Lessons 2017 Averaging between 4-8 beginners Buddies and novices to play separately in July, then buddies and novices into Main Room in August (first 3 weeks). Novices to play in August club championship. 	DK to arrange buddies for first 3 weeks of August

Reference	Item	Outcome/ Action, date
07.13	GENERAL BUSINESS	
	Club championship a. Last year's rules to stand b. 2 poolsno change	JB to make minor changes to rules and promulgate them GD to work out who will be in which grade
	Jane Stearns letter asking for feedback on support for area officers.	Allread proposal and discuss by Email by 31 July
	Karen Martelleti letter about new administrative tool for NZ Bridge	GD to fill out form and be club administrator in the meantime
07.14	NEXT MEETING	
07.14.(i)	Dates: Tuesday 29 th August Time: 7.00 p.m. Venue: 10 Woodfield Avenue	

There being no further business the Meeting concluded at: 10:15 pm

CONFIRMED AS A CORRECT RECORD:

Day

Date

CHAIRPERSON
Ms Julie Bunnell

Financial Report as at 30/06/2017

Current a/c bal		\$2926.85		
Provision for insurance	\$500.00			
General savings	\$13,173.02			
Savings a/c bal		\$13,673.02		
Total Balance	30/06/2017	\$16,599.87	-	
Monthly Income	\$1,237.70		Playing Year to Date Inc	\$13,823.91
Monthly Expenditure	\$925.83		Playing Year to Date Exp	\$7,685.87
Monthly Surplus (deficit)	\$311.87		Year to Date Surplus (def)	\$6,138.04
O/Bal Bank	\$16,288.00		_	
C/Bal Bank		\$16,599.87	_	

Payments To Be Ratified					<u>Date Paid</u>
T Coolboor roimburgo	Tournament own	۲	72.01	anlina	07/06/2017
T Coolbear -reimburse	Tournament exp	\$	72.01	online	07/06/2017
S Barnett- reimburse	Tournament exp	\$	164.23	online	07/06/2017
M Dunlop - reimburse	Refreshments	\$	71.19	online	09&26/06/2017
G Donaldson – reimburse	Paper	\$	34.50	online	09/06/2017
L Stachurski	Directing	\$	536.20	online	09/06/2017
Chalitha	monthly set-up	\$	135.00	online	13/06/2017
IRD	PAYE	\$	112.70	online	13/06/2017
	Total	\$	1,125.83		

Payments To Be Approved

Nil