**DRAFT****MINUTES OF THE LEVIN BRIDGE CLUB**

**Meeting on 21st March 2023 at 4.30pm**

**PRESENT:** Mark Kuijten (Chair), Bryan Green, Lynne Long, Sue Scrimshaw, Kerry Geertson, Bernard Long, John Olifent

**APOLOGIES:** Barb Taylor, Trish Tough, Sue Staples

**MINUTES OF THE PREVIOUS MEETING:** The minutes for 21st March meeting were confirmed. (KG/JO)

**MATTERS ARISING:**

* Chris Ryder and Bernard are meeting with Bryan tomorrow re Website
* Chris will post results on the Facebook page
* Booking sheets – are working to some extent. Continue to remind people. Still some issues with people not wanting to play with particular others. We can see no way around this.
* Power Bill – in progress. ***Kerry*** *working with* ***Bryan.***
* 5 year plan. ***Kerry*** *to send a questionnaire* to committee members plus selected others in order to do a SCOT analysis.
* Changing locks. ***Bryan*** *still to talk to Blair.*
* Grants. ***Bernard, John and Bryan*** *to work on bringing a list* to the next meeting of things we could apply for. John/Bernard to talk to Dorothy.
* Gradings. *Sub-committee consisting of* ***Sue Scrimshaw, Bryan Green*** and 2 others to think about something to suggest to club members as NZ Bridge has no timeline for their plan.
* Honours Board. ***Mark*** *still to follow up.* Names are in ‘the book.’
* Men’s toilet seat has been fixed.
* Lessons – It was agreed to leave the lessons until next year but perhaps look at planning for 2 intakes in 2024. ***Bernard*** *will keep a list* of interested people.
* Directors. ***Kerry h****as yet to look at the info.* The committee agreed that the ***secretary*** would send a letter to NZ Bridge asking to have Director’s Training online. (KG/MK)

**CORRESPONDENCE INWARDS/OUTWARDS:** (See attached list)

Inward and outward correspondence approved (KG/JO)

**FINANCE:** March 2023 report presented. We’re in a good position at the moment and should be able to pay the insurance bill without dipping into reserves. ***Mark*** *will talk to Gwyneth* about increasing her pay in July. Mark requested re-imbursement for hiring of a hedge-cutter and a toilet seat. There was a provisional profit of $577 for the recent tournament. There was discussion around selling alcohol at the tournament. For future tournaments we will need to add a note on the flyer stating that alcohol will be able to be purchased at the end of the day. ***(NB Barb)*** Report accepted (BG/LL)

**PROPERTY:** All work done outside in preparation for the tournament. Next project will be painting windows.

**APPROVING NEW MEMBERS:**

Trish Davison and Ruth Munro were approved. (LL/SS)

**GENERAL BUSINESS:**

* Who has paid their subs but is not currently playing? ***Bryan*** *will let* ***Lynne*** know and she will ring them.
* Badges for new people – ***Bryan*** *will show* ***Sue Scrimshaw*** how to print these off and she will take responsibility for this.
* Process for onboarding new members. This process needs to be written into the Procedures Manual. The meeting agreed that a buddy system will work. ***Kerry*** *has agreed* to look after Peter van Maren who will play on Wednesdays.
* Liquor Licence – ***Lynne and Bernard*** *to complete the online course.*
* Outstanding subs ***– Bryan*** *to ring people* who still haven’t paid.
* Yellow AA signs for direction to the club. ***Mark*** *will talk to council* about re-instating these.

The meeting closed at 5.30

**NEXT MEETING:** 16th May 2023 at 4.30pm

President:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_