**DRAFT MINUTES OF THE LEVIN BRIDGE CLUB**

Tuesday 8th November at 4.30pm at the clubrooms

**PRESENT:** Janet Olliver (Chair), Bryan Green, Lynne Long, Bernard Long, Sue Scrimshaw, Barbara Taylor, Kerry Geertson

**APOLOGIES:** Mark Kuijten, John Olifent, Trish Tough, Sue Staples

**MINUTES OF THE PREVIOUS MEETING:** The Minutes for 18th October 2022 meeting which were circulated prior to the meeting, were confirmed with the adjustment of the date of this meeting. (J Olliver/B Green)

**MATTERS ARISING:**

* AGM went well
* NZB have said no to reducing the levy
* Sue Scrimshaw will update the key register

**CORRESPONDENCE:**

**Inwards:**

* Noise complaint from neighbour

Discussed and agreed to remind members, via the newsletter, about being aware of noise level of cars and voices outside the building.

* Resignation – Yuri Bagci

Janet will send a note back to Yuri acknowledging his resignation and members will be advised of this in the next newsletter.

* Email from D Mackay

Dorothy will undertake agreed tasks re Life Members and Lorna Donelly and Beth Blenkhorn histories early next year.

* Central Districts Regional Bridge re coaching grant for lessons. Bryan will apply

(J Olliver/K Geertson)

**FINANCE:** October report presented

* Bryan apologized for sending the report with extra detail and assured the meeting that the correct one would be sent later.
* Cleaner’s rate will be going up to $23.56 per hour next year.
* The power bill is still quite high considering we have not been using the heat pumps.
* The customer payment to I C Mark was incorrectly coded. Bryan will re-send the invoice.
* Change of signatories:

The named signatories are Bryan Green, Lynne Long & Sue Staples who will replace Colleen Murray and Janet Olliver.

Rules for these signatories on the Bank Accounts held at Kiwibank Levin 38-9018-0622458-01, Now account -00, Online Call -01, Notice Saver 90-day -02, Term Deposit -04, Term Deposit -05, and Term deposit -06 are as follows – any two to sign jointly.

Approved (Bryan Green/ Janet Olliver)

(Bryan Green to sign .................................................... )

(Janet Olliver to sign .................................................... )

Finance report accepted (B Green/L Long)

**PROPERTY REPORT:** Barb Taylor has done the lawns but had trouble with the side gate which can’t be opened and needs to be adjusted. Bernard will have a look at this.

**GENERAL BUSINESS:**

* Kerry suggested the formation of a sub-committee to look at increasing club member numbers. He will work with Bernard on this and come back with ideas to the next meeting.
* Alcohol – Barb to ring Bridget Hannaway to get an idea of how other clubs approach this at tournaments. It was agreed that we would charges $5 a glass for alcoholic drinks and $3 for non-alcoholic. Punch will be available for the Christmas party.
* Annual work plan – all members to have a look at this in preparation for the next meeting when we will confirm portfolios.
* Handbook. Has gone to the printers and will be ready for the Christmas function. A word doc version will be sent we can be used as a template in the future.
* Christmas Function. Sue Scrimshaw has everything under control re certificates and awards. Committee will meet on Sat 3rd December at 10am to set up the room. Margaret Clarke will make the cake. A notice will go on the board reminding people of pot-luck meal. Bernard to present prizes for Wednesday room, Janet for Junior room. Bryan will direct and organise the cards.
* NZ Wide Pairs. It was agreed to approach the Otaki club to discuss having a joint event in future.
* Dealing. There was a problem with no cards being available for a session on Tuesday. Kerry will teach Sue Scrimshaw how to deal and Bernard will ring Dave Bennet to assure boards dealt for next 2 nights and to talk about his role as overseer. (Kerry has agreed to take over this role if necessary).
* Dealing machine. Bryan to contact Martin to organise servicing of the machine.
* Secretary orientation. Lynne to contact Mike and Murray for help if needed as well as Bryan re use of computer.

**MEETING CLOSED:** 5.30pm

**DATE OF NEXT MEETING**: Thursday 15th December at 4.30pm