

MINUTES OF THE ANNUAL GENERAL MEETING OF THE LEVIN BRIDGE CLUB

HELD AT THE CLUBROOMS NOVEMBER 14 2016

WELCOME:

President Mark welcomed all members, and then asked that we stand for a minute's silence to remember the passing of Christine Dooley earlier today.

PRESENT:

R.Calderwood, J.Shepherd, H.Ankins, J.Heald, T.Tough, A.Hogg, C.Cooper, R.Ambrose, S.Davies, S.Ball, D.Mackay, J.Oliver, B.Kerse, G.Stewart, H.Oosterwijk, V.Dobson, J.Miller, S.Dawkins, J.Hughes, K.Geertson, Barbara Taylor, V.Sewell, R.Sewell, R.Barrack, C.Hull, A.Hull, M.Lawry, Brian Taylor, L.Long, D.Small, S.Wanden, J.Fryer, M.Kuijten, D.Bolitho, V.Smith.

APOLOGIES:

M.Clarke, M.Keenan, I.Levet, A.Pain, V.McCall, S.Kerr, A.Sissons, N.Sissons, C.Bennett, D.Bennett, G.Calderwood, M.Kerrison, B.Green, S.Wright, D.Comber, B.McKenzie, J.Gunning, D.Edwards, M.Murray.

2015 AGM MINUTES:

Moved that these be accepted as a true and correct record - M.Kuijten / H.Ankins. Carried.

Matters arising: Nil

PRESIDENT'S REPORT: This is appended below. Acceptance moved by Mark; seconded Ann Hogg.
Received with acclamation.

TREASURER'S REPORT:

The report and budget has been circulated. Treasurer Lynne explained that the budget is a cash flow formulation, and thus does not include depreciation; so our final expected surplus will be much less than shown.

Table money is to remain at \$4.00.

Subscriptions are to remain unchanged.

Dorothy remarked on the big increase in budget (\$1000) for floral tributes. It was explained that none has been budgeted in recent years and some members have been providing when necessary from their own pockets; a very round figure was put in this year but by no means expecting all to be spent, and that there has been no change in policy re tributes.

Stafford queried the position on building insurance. Answered that we have a replacement insurance, however if the building is destroyed, council zoning regulations will not allow us to rebuild on this site — there is a caveat on the title. We own the land. New committee to revisit — Kerry G. offered to use his insurance background to reassess, which offer gratefully accepted.

Moved that the report be accepted: L.Long / T.Tough Carried.

ELECTION OF AUDITOR:

Moved that Barry Cross be re-elected as auditor/reviewer. H.Ankins/M.Kuijten. Carried.

MINUTES OF SPECIAL GENERAL MEETING 20 JUNE 2016:

President Mark expressed his disappointment that not enough members attended this meeting to form a quorum. It remains for this meeting to now consider and vote on the proposal:

Moved: That the minutes of the Special General Meeting of 20 June 2016 held to present and consider progress on the "Zero tolerance policy" as discussed at the last AGM be accepted, and that the recommendations made be adopted." Brian Taylor / Mark Kuijten.

In discussion on the motion, Brian highlighted the main feeling that we must be aware of any problems but should be able to deal with them in a non-confrontational way; please communicate with any committee member or senior member of the club if there are any difficulties.

D.Mackay: Do we still have 2 recorders? Yes. essentially one for the junior room, and one for senior members. We should work with these mentors, and try not to have hard rules; important that it can be handled in confidence.

S,Ball —the names of recorders and availability needs to be well-advertised.

The motion was put, and carried unanimously.

REMITTS:

REMIT A: To change Clause 12 of the Levin Bridge Club Constitution:

Change Clause 12(a) to now read: "Visitors who are a member of another bridge club who

...."

Change 12 (a)(iv) to now read "Visitors to the club may not play....."

Add Clause 12(a)(vi) "Visitors are allowed to play any time during the club's Social Summer Bridge which runs in December and January."

Dorothy Mackay explained that these changes just simplified the wording and understanding of the current situation, and proposes to update the constitution at the same time as other updating.

Moved: M. Kuijten / V.Smith Carried.

REMIT B:

"The committee ensures that as from January 2017 the starting date for competitions is the week of the Wellington Anniversary Holiday (that is, in 2017 the anniversary holiday is Monday 23 January and competitions would start on Wednesday 25 January)."

Dorothy Mackay explained her concerns, with support from Maree, that several people had been unaware this year of the early start and almost missed out. Calendar dates need to be adjusted from time to time.

Val Smith spoke against the motion, that timetabling should not be imposed on the committee, and that the committee should be allowed to use its discretion sensibly. Roger explained that the competition scheduling often starts from the end of the year and carries backwards, so as to not impinge on the busy period leading to Christmas.

Moved: D.Mackay / M. Lawry. The motion was defeated on a voice vote.

LIFE MEMBERSHIP:

President Mark proposed to the meeting that we honour Bryan Green with a Life Membership.

"Bryan Green has been a member of the Levin Bridge Club since 1987. He left the committee in 2012 when work commitments meant he had to be in Wellington on the scheduled committee meeting sessions.

During the period 1989 and 2012, he was on the committee for 21 out of the 23 years in that time frame.

Besides being a committee member, he has held all of the executive positions — Secretary, Treasurer (twice). Vice-President. and President.

He has also been an active director and scorer, and has held responsibility for the club's computers. He has also taken and assisted with lessons."

The meeting accepted the proposal with acclamation for all Bryan's work.

ELECTION OF OFFICERS:

Nominations received for 2016-2017 Committee;

President: Mark Kuijten

Vice-President: Val Smith

Secretary: Mike Murray

Treasurer: Brian Taylor

Tournament sec: Sharon Wanden

Committee (5 required): Jan Fryer, Janet Oliver, Darryl Small, Trish Tough

Moved that these members be elected: M. Kuijten / D. Bolitho Carried

After discussion, it was agreed that it was proper to accept further nominations for the committee from the floor, in view of the remaining vacancy on the committee.

Nominations called for • Stafford Ball Nominated by Ann Hogg / Trish Tough No further nominations — election carried.

President Mark thanked retiring committee members Lynne Long, Roger Calderwood, and Doug Bolitho for their service.

GENERAL BUSINESS:

Hank Ankins: We should acknowledge the work Cath Bennett has done in fostering and boosting support for the Monday night sessions.

Diane Edwards also cited by others in the same vein, for Thurs nights.

Mark mentioned that acknowledgement of the service given by many members had been discussed by the committee, and it was his desire and intention to obtain better recognition of the service given to the club by many members.

Dorothy Mackay noted that other clubs are more pro-active in publicising availability of members as playing partners especially for new members; we should follow suit and have sheet on the board for names available for competitions.

Dorothy Mackay queried the understanding by our neighbours re our ownership of the back access way, especially since the neighbours had erected a gate; and District Council plans are not immediately clear on the matter. Mark replied that he has had discussion with the neighbours during the recent erection of the new fence, and was sure that they were clear on ownership. However the presence of a gate was convenient to both parties to limit traffic through the back alley and past our rooms.

Doug Bolitho, minute secy.

MEETING CLOSED at 7.40 pm

President

Date

MINUTES OF THE LEVIN CONTRACT BRIDGE CLUB MEETING HELD 8
DECEMBER 2016

AT 4.30PM AT THE CLUBROOMS

PRESENT: Mark Kuijten, Val Smith, Sharon Wanden, Stafford Ball, Darryl Small, Jan Fryer, Janet Oliver, Mike Murray.

APOLOGIES: Trish Tough

MINUTES OF PREVIOUS MEETING: That these be a true and correct record. M. Kuitjen / val Smith (Carried)

MATTERS ARISING: Nil

CORRESPONDENCE IN & OUT: As per attached list plus -

1. Kerry Geertson — renewal Insurance proposal — to be discussed at next meeting
2. Maree Lawry — Discussed "In Committee". No further action necessary at this stage
3. Ron Humphreys — Resignation from the Club

NZ Bridge / Alan Turner. Concerns were expressed over the handling of the proposed CEO and our thoughts are to be expressed to NZ Bridge. It is understood Brian Taylor may have already handled this matter. Mark will follow up with Brian to ascertain.

That Correspondence be accepted - M. Murray / J. Fryer (Carried)

FINANCE: Mark advised that Brian Taylor has resigned for personal reasons from his position as Treasurer and as a member of the club. Janet Oliver, assisted by Darryl Small, has offered to take over the Treasurer's role. Janet's offer has been gratefully accepted.

- I. No report this month.
2. internet Banking - Brian Green is setting this up. Mark will follow up to ascertain progress.
3. Eastern & Central Community Trust have approved a grant of \$4000 to assist with window replacement and the upgrade of the men's toilets. Consensus was we accept plumber Robert Ward's quote for the toilets. There could be additional expenses if other problems should arise and these will be addressed if necessary. Finer Aluminium are to replace four windows at this stage.

TOURNAMENTS: Inter-Club - We support Paraparaumu Bridge Club's proposal to host one session only of an Inter-Club Tournament on 9 July 2017. We are to host in 2018.

- PROPERTY REPORT: Main items covered in Finance Repott. Stafford to follow up on the Building Warrant of Fitness.

ALMONER: Ann Hogg is happy to carry on in this role.

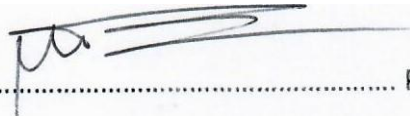
GENERAL BUSINESS:

1. Prize Giving - President, V-President and Jan Fryer to officiate. Table money not applicable.
2. Flower Awards. Bill and Trish Tough to receive flowers for their catering efforts. Diane Edwards, Margaret Clarke, Cath and Dave Bennet, Roger and Gay Calderwood are to receive boxes of chocolates for their contribution to the club.
3. Future Committee Meetings are to continue on Thursday each month at 5.00pm.
4. Many favourable comments on Christmas Party received.
5. Levin Cosmopolitan Club may sponsor a tournament next year.
6. It was suggested the clubrooms be sprayed for ants over the Christmas break.
7. Club's 45th Anniversary - Patron has suggested hi-tea with past members. Vai Smith and Dorothy to organise for one Sunday in March 2017.
8. Val Smith is happy to carry on with Newsletter.
9. New members Gary and June Hogan - proposed Darryl Small seconded Jan Fryer. It was moved they be accepted as members of the club (M Kuijten / J Fryer) Carried.
10. Jan Jordan (Levin Altrusa Club) has requested use of our clubrooms for a couple of hours 29 January 2017 if necessary. Agreed to request by consensus.

Next meeting to be on 19 January 2017 commencing at 5:00pm

Meeting adjourned 6-00pm.

Signed



President

Dated

19. 1. 2017

**MINUTES OF THE LEVIN CONTRACT BRIDGE CLUB MEETING HELD 19
JANUARY 2017
AT 5:00pm AT THE CLUBROOMS**

PRESENT: Mark Kuijten, Val Smith, Bryan Green, Sharon Wanden, Stafford Ball, Darryl Small, Jan Fryer, Trish Tough, Mike Murray.

APOLOGIES: Janet Olliver

MINUTES OF PREVIOUS MEETING: Confirmed that these are a true and correct record.
M Murray / M Kuijten (Carried)

MATTERS ARISING:

1. M Lawry. Acknowledgement of her letter required.
2. Eastern and Central Grant Application form required for records. Bryan to follow up.
3. Renewal Insurance Proposal May 2017. Furniture and Fittings and Premises Replacement appear understated. Asset Inventory needs to be completed and a Registered Valuer report to cover premises replacement required. Stafford to organise. Once completed an insurance broker should be approached for a quote.
4. NZ Bridge / Alan Turner dispute. Bryan reported on CD Bridge meeting in Palmerston North held 13 Jan 2017. NZ Bridge Board still very fragmented. President is not seeking re-election in March. Current Constitution very restrictive. Proposed restructure would possibly be an expensive exercise. Alan Turner is seeking to stand as Chairman but there are legal issues surrounding this. Once nominations are to hand for committee and chairman we can discuss this further.
5. Club's 45th Anniversary. Val advised Afternoon tea planned 9 April 2017 for past and present members. Dorothy McKay assisting with list of past members.

CORRESPONDENCE IN & OUT: As per attached list plus -

1. E-mail Dorothy McKay. Offer of 3-4 sessions of bridge revision.
2. Barbara Easterbrook – Acknowledgement of our Get-well card.
3. Brien Electrical – Advertisement in Bridge Book.

That Correspondence be accepted - M Murray / M Kuijten (Carried)

FINANCE: (Report Attached)

1. It was moved Bryan Green be appointed Treasurer. M Kuijten / V Smith Carried.
2. The named signatories are B Green, S Wanden and M Kuijten.

Rules for these signatories on the bank accounts held at ANZ Levin numbered

- a. 06-0669-0031132-00
- b. 06-0669-0031132-02
- c. 06-0669-0031132-20

d. And All term deposits held under Levin Bridge Club Inc

are Transact: Any two to sign

Open/Close: Any two to sign

Information: Severally

L Long and C Markwell to be removed as signatory.

M Kuijten / D Small. Carried

3. It was moved the cheques issued in above Report be ratified. B Green / S Wanden Carried.
4. Internet Banking – ongoing.

That the Report be accepted. B Green / M Kuijten Carried.

TOURNAMENTS: Our Tournament Schedule for 2018 was discussed. Intermediate / Junior Tournament to be changed to Sunday 17 June 2018 instead of Saturday 16 June 2018. Tournament entry fee of \$25 to remain the same for this year.

PROPERTY REPORT:

1. Weeding, spraying, weed eating and lawn mowing needs to be undertaken at rear of property.
2. Windows and men's' toilet upgrade work in hand.
3. Curtains on some windows showing signs of deterioration.

ALMONER: Card forwarded to Barbara Easterbrook who has been unwell.

GENERAL BUSINESS:

1. Bridge teachers. Maree Lawry a possibility for next year. Trish Bailey and Roger Calderwood may be available for this year.
2. Constitution has been reviewed by Brian Taylor. Bryan Green to liaise for update.
3. Building Warrant of Fitness. Stafford to co-ordinate with B & M Ltd to finalise.
4. 2017 Liquor Licence. Mark to attend to this.
5. Scorers' Workshop to be organised by Bryan for those members interested.
6. Fence post has been broken. Repairs & reimbursement in hand.
7. Trish is to take over shopping role from Sharon.
8. Finding a partner through our website. Bryan mentioned our current site is incompatible but could be updated. He will investigate.

Next meeting to be on Thursday 9 February 2017 at 5.00pm

Meeting adjourned 6.45pm

Signed President

Dated

**MINUTES OF THE LEVIN CONTRACT BRIDGE CLUB MEETING HELD 9
FEBRUARY 2017
AT 5:00pm AT THE CLUBROOMS**

PRESENT: Mark Kuijten, Val Smith, Bryan Green, Sharon Wanden, Stafford Ball, Darryl Small, Jan Fryer, Trish Tough, Mike Murray.

APOLOGIES: Janet Olliver

MINUTES OF PREVIOUS MEETING: Confirmed that these are a true and correct record.
M Murray / B Green (Carried)

MATTERS ARISING:

1. Club's 45th Anniversary. Dorothy Mackay has prepared brochure and will contact past members etc. Catering will be provided by the Club.
2. Bridge lessons 2017. Trish Bailey interested in conducting these. No date set for commencement at this stage. Advertising eg Chronicle etc needs to be undertaken. More advanced lessons and ongoing tuition suggested.
3. Renewal Insurance Proposal. Property valuation now to hand and all other relevant information will be to hand by next meeting. Inventory partially completed and already it appears that insurance values for building and plant appears understated. To be discussed at next meeting.

CORRESPONDENCE IN & OUT: As per attached list plus -

1. Letter to all clubs – Phil Rutherford seeking re-election to Board NZ Bridge
2. Attwell Valuers – Property valuation and invoice.
3. Dorothy Mackay – Jubilee arrangements

That Correspondence be accepted - M Murray / T Tough (Carried)

FINANCE: (Report attached with Agenda)

That the Payments in the Finance Report are ratified and the Report is accepted. B
Green / M Kuijten (Carried)

TOURNAMENTS: Awaiting confirmation from CD Bridge of our Intermediate / Junior Tournament date change from Saturday 16 June 2018 to Sunday 17 June 2018

PROPERTY REPORT:

1. Building Inspector has visited clubrooms and relative compliance certificate has been issued. There are a few minor items needing rectification.
2. Rear of property has been tidied.
3. Water blasting to be undertaken.
4. Car parking white lines have been repainted.

ALMONER: Barbara Easterbrook underwent surgery earlier this month.

GENERAL BUSINESS:

1. It was moved and seconded (V Smith / T Tough) that the club apply for a special liquor licence for the dates of tournaments and club events scheduled for 2017. Mark Kuijten is to be responsible for the liquor handling and will make a Liquor Licence application on behalf of the club. The motion was carried unanimously.

2. Pianola. Bryan is currently trialling with committee members this bridge system which includes such features as Partner Finder and average score. Cost \$400pa with the first 3 months free. To be further discussed at the next meeting.
3. Online Banking. Bryan reports our present account with ANZ Bank has obvious difficulties with Online banking ie only one person to access and authorise account transactions. Can be overcome with a Business Account but excessive fees would result. Kiwibank claim they can overcome the fee problem. To be further investigated and discussed at the next meeting.
4. Zero Tolerance Policy. Details and flow chart should be on clubrooms wall and website.
5. Secretary to be away for next meeting. Bryan to attend to minutes and Val correspondence.
6. Insurance renewal. Current insurers to be considered plus perhaps insurance broker Peter Cranshaw.

Next meeting to be on Thursday 16 March 2017 at 5.00pm
Meeting adjourned 6.10pm

Signed President

Dated

**MINUTES OF THE LEVIN CONTRACT BRIDGE CLUB MEETING HELD 16
March 2017
AT 5:00pm AT THE CLUBROOMS**

PRESENT: Mark Kuijten, Val Smith, Bryan Green, Sharon Wanden, Stafford Ball, Darryl Small, Jan Fryer, Trish Tough

APOLOGIES: Janet Olliver, Mike Murray.

MINUTES OF PREVIOUS MEETING:

General Business point 5, names interchanged.

Confirmed that these are a true and correct record.
(Carried)

V. Smith / M Kuijten

MATTERS ARISING:

4. Club's 45th Anniversary. Val advised M.Clarke is making a cake. Meeting with Dorothy Mackay re planning the afternoon to be held next week.
5. Bridge lessons. Trish Bayley confirmed as teacher. Some discussion as to timing of start. Discussion to be had with Trish, possible start beginning of May. Val to check on advert for Chronicle.
6. Renewal Insurance Proposal. Discussion on the Insurance quote from JLT Lumley. Decided to seek another for comparison. Mk to arrange. Need to include indemnity agreed.
7. Change of Bank Accounts. Change all bar term deposits to Kiwibank. Moved B.Green/J. Fryer Carried.
 - a. The named signatories are B Green, S Wanden and M Kuijten.
Rules for these signatories on the bank accounts to be set up at Kiwibank Levin
are Transact: Any two to sign
Open/Close: Any two to sign
Information: Severally
8. Pianola System. No real feedback. One month to go before decision has to be made. BG to send out some tips on its use.

CORRESPONDENCE IN & OUT: As per attached list plus -

4. E-mail Dorothy McKay. Contacts for new members to be displayed
5. Levin Multigrade tournament flyer.
6. Tony Perkins, Audray Sciascia resignations

That Correspondence be accepted – V.Smith / M Kuijten (Carried)

FINANCE: (Report Attached)

5. Liquor license being investigated by MK
6. It was moved the cheques issued in above Report be ratified. B Green / D.Small Carried.
7. BG to give some idea of budget progress at next meeting.
8. Internet Banking – changing to Kiwibank for this purpose.

That the Report be accepted. B Green / D.Small Carried.

TOURNAMENTS: Flyer sent out for the Easter multigrade

PROPERTY REPORT:

5. Thanks to Stafford for all the work done with the renovations.
6. Floorcourt completed the flooring makeover in the mens toilet area

7. Inventory to be kept on spreadsheet. TT to complete.
8. Womens toilet handrails to be replaced.

ALMONER: Card forwarded to Barbara Taylor.

GENERAL BUSINESS:

7. Quiz Night. Date confirmed as Friday May 8th.
8. Dianne Edwards to fill in for Barbara Taylor. BG to advise her when she needs to ring around.
9. DS enquired as to the increased cost of C points on Swiss/Teams nights and whether this had been budgeted for. Discussion held.
10. SB suggested whether a No Cash/Alcohol on premises sign was necessary. Discussion took place but no action to be taken.

Next meeting to be on Monday 10th April 2017 at 5.00pm
Meeting adjourned 6.25pm

Signed President

Dated

**MINUTES OF THE LEVIN CONTRACT BRIDGE CLUB MEETING HELD 18 April
2017
AT 5:00pm AT THE CLUBROOMS**

PRESENT: Val Smith, Bryan Green, Sharon Wanden, Stafford Ball, Janet Olliver, Jan Fryer, Trish Tough, Mike Murray.

APOLOGIES: Mark Kuijten, Darryl Small

MINUTES OF PREVIOUS MEETING: Confirmed that these are a true and correct record.
V Smith/J Fryer (Carried)

MATTERS ARISING:

1. Club's 45th Anniversary – 35 attended and considered a success.
2. Bridge Lessons 2017 – Advert in local paper and flyers to be dispatched. Trish Bailey well organised to start 4 May.
3. Renewal Insurance Proposal. Revised cover – Building \$765,000, Fencing \$66,000, Contents \$96,500, P/L \$2,000,000, Stat Liability \$500,000, Annual Premium \$4,425.81 (GST incl). It was moved we accept this cover until 31 May by which time we should have an additional quote from the broker and we will request an updated quote from Nicola Frayle to include Committee Liability Indemnity cover.
S Ball/B. Green (Carried)
4. Change of Bank Accounts. Change over to Kiwibank effective 18 April. Term Deposits to remain at ANZ Bank until maturity. Previous Renovation Account to be 3 Month Call Account attracting ½% better interest rate.
5. Pianola System. It was moved, on expiry of 3 month trial we pay \$400 annual fee to be further assessed on expiry next year. Also we pay \$20 per year being our Website to Pianola domain name. B Green/J. Fryer (Carried)
6. Budget progress. Trading Receipts – Subs and Table money slightly ahead. Payments – despite Insurance costs understated, overall fairly well on track.

CORRESPONDENCE IN & OUT: As per attached list plus -

1. NZ Bridge – Interprovincial Trials, CDRBC Minutes 24 March, Reports and Masterpoint reports.
2. Kiwibank – Switching accounts
3. Nicola Frayle – Insurance proposal
4. NZ Bridge – From the Chair 01

That Correspondence be accepted - M Murray/T Tough (Carried)

FINANCE: (Report attached with Agenda)

That the Payments in the Finance Report are ratified and the Report is accepted. B
Green/V Smith (Carried)

1. Toilets and windows complete at cost \$7829 less \$4000 grant – Net \$3829 met out of Current Account.
2. All subs up to date with 5 members removed for non-payment.

TOURNAMENTS:

Easter Multigrade very successful with 22 tables – profit \$990. It was suggested in future we provide lunch in preference to an evening meal.

PROPERTY REPORT:

- 9. New 'Notice to Flush' sign in men's toilet
- 10. Invalid stickers being arranged for women's' toilet.

ALMONER: Barbara Taylor's health is improving. Val will follow up.

GENERAL BUSINESS:

- 1. Quiz Night needs promotion. Any funds raised need to be spent on asset for the Club
- 2. Janet Olliver's phone number in front of booklet incorrect.
- 3. Additional signatory for Kiwibank. It was moved Janet Olliver be the additional signatory. B. Green / S. Ball Carried.
- 4. Membership list on noticeboard. Members to be requested to update any obsolete details.
- 5. New members. Joining date not always included in application.
- 6. Front hedge hides Bridge Club sign on building – can possibly be moved. A Council road sign (Bridge Club) situated on corner Parker Ave and Tawa Street would assist. Stafford to investigate.

Next meeting to be on Thursday 11 May 2017 at 5.00pm

Meeting adjourned 6.25pm

Signed President

Dated

**MINUTES OF THE LEVIN CONTRACT BRIDGE CLUB MEETING HELD 11 MAY
2017
AT 5:00pm AT THE CLUBROOMS**

PRESENT: Val Smith(Chair), Bryan Green, Sharon Wanden, Stafford Ball, Janet Olliver, Darryl Small, Trish Tough, Mike Murray.

APOLOGIES: Mark Kuijten, Jan Fryer

MINUTES OF PREVIOUS MEETING: Confirmed that these are a true and correct record.
M Murray/B Green (Carried)

MATTERS ARISING:

1. Bridge Lesson Update. Ten commenced lessons 4 May. Tricia Bayley happy with progress to date.
2. Insurance proposal and quotes. JLT and Peter Cranshaw have submitted quotes and proposals. It was moved we accept JLT for the ensuring 12 months – premium \$4436.64. (Details of the proposal are outlined in Minutes 18 April 2017)
S Ball /V Smith (Carried) \$3000 will need to be transferred to the Current Account to meet this payment.
3. Quiz Night has been deferred 2 months. More publicity and marketing required.
4. Bridge Club Signage. New sign in front of hedge has been completed. Stafford to enquire if Council would be prepared to place road signs at say Liverpool Street and Parker Ave.

CORRESPONDENCE IN & OUT: (List attached to Agenda) plus -

1. Small and Co – Insurance proposal and quote from Peter Cranshaw.
2. NZ Bridge – Review of Constitution.
3. NZ Bridge – From the Chair 02.
4. Jane Stearns NZ Bridge Board Member – Letter of thanks for support.

That correspondence be accepted - M Murray/T Tough (Carried)

FINANCE: (Report attached with Agenda)

That the Payments in the Finance Report are ratified and the Report is accepted. B
Green/S Wanden (Carried)

1. Changeover of bank accounts to Kiwibank has proceeded smoothly.
2. Bryan to approach Kiwibank with a view of obtaining tournament sponsorship.

TOURNAMENTS:

Junior/Intermediate Tournament 17 June 2017. Sharon may need some assistance as she will be away for the next three weeks. Committee has agreed to advance \$100 to Jan Jordan for raffle purchases.

PROPERTY REPORT:

1. Recent Fire Drill revealed a few discrepancies. Some light bulbs have been replaced, assembly signs have been moved and remaining minor items have been addressed.
2. No interest in old windows. Stafford has recommended these along with any other surplus items be disposed of at the Dump.
3. Weeds have been sprayed.
4. It has been suggested we investigate lights at the two exits by the road front hedge.

ALMONER: Barbara Taylor is now back playing on Thursday nights.

GENERAL BUSINESS:

1. Sandy Davies will require some assistance on Friday Afternoon sessions with Scoring for the next three weeks.
2. Central Districts Regional Conference 30 April. Bryan reports Conference was very positive. All clubs struggling to address declining membership issues. Two vacancies on NZ Bridge Board. Re-write of NZ Bridge Constitution a priority. Changes to Website shortly will improve disbursement of invoices, Master points, booking for tournaments and membership.
3. Thursday Nights. Trish reported some newer members were finding it difficult to socialise and integrate as there is often little time for a break. Consensus was a 20 minute break with tea, coffee and biscuits be instigated with say a maximum of 21 boards. Bryan and Trish will follow up.
4. It was suggested the once successful Sunday Socials be considered.
5. Director required for Wednesday Night Championships. Fred Cochrane is possibly available.
6. Bryan considers our profile could be enhanced with more photos displayed eg: teams, socials and tournaments and has suggested we purchase a Sony camera at a cost of \$149.99 for this purpose. Mobile phones could also assist.

Next meeting to be on Thursday 15 June 2017 at 5.00pm

Meeting adjourned 6.05pm

Signed President

Dated

**MINUTES OF THE LEVIN CONTRACT BRIDGE CLUB MEETING HELD 15 JUNE
2017
AT 5:00pm AT THE CLUBROOMS**

PRESENT: Val Smith(Chair), Bryan Green, Stafford Ball, Janet Olliver, Darryl Small, Trish Tough, Mike Murray.

APOLOGIES: Mark Kuijten, Jan Fryer, Sharon Wanden

MINUTES OF PREVIOUS MEETING: Confirmed that these are a true and correct record.
T Tough / J Olliver (Carried)

MATTERS ARISING:

1. Update Thursday Nights. Longer breaks and fewer boards played have been initiated and this should encourage better socialisation.
2. Stafford and John Easterbrook have attended to rubbish disposal.
3. Bridge Club Signage. Stafford has approached the Council re road signage. They have indicated they will be happy to place the relative sign in Parker Ave after July 1.
4. Ian Sheen (Otaki Bridge Club) is directing the Open / Int Championships. Consensus was we provide Ian with \$50 in petrol vouchers in consideration.

CORRESPONDENCE IN & OUT: (List attached to Agenda) plus -

5. Oz Bridge Travel – Cruise brochure
6. ANZ Bank – Term Deposit Renewal (2)
7. Kiwibank – Term Deposits and signatories
8. Contact Energy - Invoice

That correspondence be accepted - M Murray/B Green (Carried)

FINANCE: (Report attached with Agenda)

1. Term Deposits have now been transferred to Kiwibank from ANZ Bank. Treasurer proposed vote of thanks to Sharon for her efforts in dealing with ANZ Bank regarding the transfer of our term deposits to Kiwibank.
2. Bridge NZ Subs are set to increase by at least \$6 pa over the next two years to employ Bridge Development Officers.
3. Bryan has not had an opportunity to approach Kiwibank re Tournament Sponsorship.

That the Payments in the Finance Report are ratified and the Report is accepted. B
Green/ V Smith (Carried)

TOURNAMENTS:

Intermediate/Junior Tournament this Saturday 17 June. Bill Tough and Jan Fryer will attend to afternoon tea and lunch will be provided by contractor at \$10 per head.

Pat Oysten (Bridge NZ (2004) Ltd) has advised she can print tournament sponsors names on future bidding pad orders if required.

PROPERTY REPORT:

1. New light has been installed at end of front hedge at a cost of \$80.

ALMONER: Bereavement card sent to Brian Taylor's family.

GENERAL BUSINESS:

1. Bridge Rooms Hireage. New Terms and Conditions contract is attached for future use.
2. Our Constitution requires an update. It was considered prudent to await the rewrite of Bridge NZ Constitution before we proceed.
3. Monday and Friday session numbers are somewhat disappointing. Friday should pick up as winter progresses.
4. One of our printers is nearing the end of its useful life and once toner is used replacement should be considered. Cost of a combined photocopier and printer would be \$600 – \$800.
5. NZ Bridge Directors' Exams have been transferred to October from July.

Next meeting to be on Thursday 3 August 2017 at 5.00pm
Meeting adjourned 5.55pm

Signed President

Dated

**MINUTES OF THE LEVIN CONTRACT BRIDGE CLUB MEETING HELD 3
AUGUST 2017
AT 5:00pm AT THE CLUBROOMS**

PRESENT: Mark Kuitjen, Val Smith, Sharon Wanden, Bryan Green, Stafford Ball, Janet Olliver, Darryl Small, Trish Tough, Jan Fryer, Mike Murray.

APOLOGIES: Nil

MINUTES OF PREVIOUS MEETING: Confirmed that these are a true and correct record.
B Green / D. Small (Carried)

MATTERS ARISING:

1. Update Thursday Nights. New players commence play in room tonight – an extra 2 tables. Next year's programme completed. For her extra dedication in respect of lessons it was agreed we reward Trish Bailey \$150.
2. Bridge Club Signage Parker Avenue. The Council have confirmed they will attend to this shortly.
3. Bridge Development Officers. Club members who have responded to the recent survey are generally supportive of a \$6 increase in subs over the next two years to implement this idea. It was conceded some smaller clubs who have the most need in attracting new members do not have the resources to assist.
4. Kiwibank Sponsorship of Tournaments. No further action at this stage.

CORRESPONDENCE IN & OUT: (List attached to Agenda) plus -

1. Karen Martelletti – Appointment of Club Administrator
2. Palmerston North Bridge Club – Friday Luncheon Bridge
3. Richmond Bridge Club – Open 10A Pairs
4. Napier Bridge Club – Open Teams 5A
5. NZ Bridge – 2017 Laws of Bridge
6. NZ Bridge - Masterpoints

That correspondence be accepted - M Murray/V Smith (Carried)

FINANCE: (Report attached with Agenda)

1. Term Deposits have now been transferred to Kiwibank from ANZ Bank for 4 months, 8 months and twelve month terms. All will be invested for 12 month terms on maturity.
2. Some minor adjustments required on Report on Tournaments attached. Concern was expressed some players cannot afford current tournament fees thus restricting number of entries. After discussion it was considered the \$25 entry fee was fair and reasonable for what was offered'
3. We are due a \$70 refund from Telecom.

That the Payments in the Finance Report are ratified and the Report is accepted. B
Green/ V Smith (Carried)

TOURNAMENTS:

1. Current tournament caterer is available for next year's tournaments.
2. Most profit from tournaments is derived from raffles.
3. Next tournament is Open 8B Multigrade Swiss Pairs on 2 September.

PROPERTY REPORT:

1. New light at end of hedge will not work if there is a lack of sunlight.

ALMONER:

1. Member Ann Robb passed away recently.
2. Rayma Ambrose is not well. Card has been sent.

GENERAL BUSINESS:

1. A pie warmer would assist catering at tournaments.
2. Waitarere Beach Bowling Club is looking to introduce social bridge. All players are members of this club. Committee was supportive.
3. It was suggested old playing cards could be sold to members.
4. Mark Kuitjen can now only be contacted on his cellphone.
5. Programme 2018. Updates need to be undertaken.
6. Players supporting new members in the room are exempt from table money.
Introduction Night (tonight) – all players are exempt.

Next meeting to be on Thursday 31 August 2017 at 5.00pm
Meeting adjourned 5.51pm

Signed President

Dated

**MINUTES OF THE LEVIN CONTRACT BRIDGE CLUB MEETING HELD 31
AUGUST 2017
AT 5:00pm AT THE CLUBROOMS**

PRESENT: Mark Kuitjen, Val Smith, Sharon Wanden, Bryan Green, Janet Olliver, Trish Tough, Jan Fryer, Mike Murray.

APOLOGIES: Stafford Ball, Darryl Small

MINUTES OF PREVIOUS MEETING: Confirmed that these are a true and correct record.
M Murray / B Green (Carried)

MATTERS ARISING:

5. Trish Bailey has indicated she does not wish to be cash rewarded for her bridge lessons work. Committee will investigate other ways to reward Trish.

CORRESPONDENCE IN & OUT: (List attached to Agenda) plus -

1. Wellington Bridge Club – 10A Teams, 3B Junior, 5B Intermediate Tournaments
2. Canberra Summer Festival – Flyer
3. Otaki Bridge Club – Tournament results
4. Hutt Bridge Club – Applications for Manager
5. NZ Bridge – C Points, Regional Bridge Mates, Website changes, Exams for Directors

That correspondence be accepted - M Murray/M Kuitjen (Carried)

FINANCE: (Report attached)

1. Monthly Cashbook for August 2017 was discussed. Club's finances remain sound.

That the Payments in the Finance Report are ratified and the Report is accepted. B
Green/ S Wanden (Carried)

TOURNAMENTS:

4. 8B Multigrade Swiss Pairs Tournament 2 September. Catering is under control and Sharon will upgrade our liquor stocks. 17 full tables at date.
5. We will host Interclub 2018 and suggested dates are 9 September, 23 September and 28 October. The other local participating clubs will be contacted to ensure which date is agreeable for all.
6. Our Liquor Licence expires next week. Apparently the District Licensing Committee is offering a discounted fee of \$62-50 for a 6 month Licence to deserving organisations. Secretary is to write to the District Licencing Committee seeking this discount.

PROPERTY REPORT:

2. Council have erected 'Bridge Club' road sign on the corner of Parker Avenue and Tawa Street.

ALMONER:

3. Card forwarded to Sandy Davies who has not been well

GENERAL BUSINESS:

1. Programme Book. Bryan showed progress so far on Wednesday / Thursday. Discussion followed and a few amendments made. Concern expressed over Friday afternoon

attendances with some discussion on the time of day. Monday, Tuesday and Friday dates rolled over.

2. Sponsors. Secretary to compose a letter to the existing sponsors seeking their ongoing support. Members of Committee to take letters and approach them for continuation of sponsorship, amendments etc.
3. Bridge money. Discussion on the use of Bridge Vouchers etc. as an alternative to paying cash at the table.
4. Keys. Overhaul of Key Register required. Janet Olliver requires key.
5. Directors' Cheat Sheets. These are currently being updated to incorporate the new laws which recently came into effect. Other club directors input is being obtained before publication.
6. Bridge Pads. Discussion on the latest technology and implications for future purchases.
7. 9 Year Plan. Copies issued to Committee Members to review next year.

Next meeting to be on Thursday 21 September 2017 at 5.00pm
Meeting adjourned 6.30pm

Signed President

Dated

**MINUTES OF THE LEVIN CONTRACT BRIDGE CLUB MEETING HELD 21
SEPTEMBER 2017
AT 5:00pm AT THE CLUBROOMS**

PRESENT: Val Smith (Chair), Sharon Wanden, Bryan Green, Janet Olliver, Darryl Small, Stafford Ball, Mike Murray

APOLOGIES: Mark Kuitjen, Trish Tough, Jan Fryer

MINUTES OF PREVIOUS MEETING: Confirmed that these are a true and correct record.
M Murray / J Olliver (Carried)

MATTERS ARISING:

1. Bridge Book 2018. It was recommended we provide separate invoices for subscriptions next year and perhaps personalise the booklets.
2. Interclub 2018. Paraparaumu Bridge Club was emailed with a suggested date. Awaiting their reply.
3. Liquor Licence. District Licensing Authority has agreed to a reduced fee of \$62.50 for 6 months. Licence Application can now be forwarded.
4. Key Register. Update is proceeding.

CORRESPONDENCE IN & OUT: (List attached to Agenda) plus -

1. NZ Bridge – Rank Change Certificates, Master points and Invoice
2. Bridge NZ – Pat Oysten. Board and Card specials
3. Hastings Bridge Club – Intermediate 5B Tournament
4. NZ Bridge – Babich NZ Wide Pairs
5. Vil Gravis – Published Bridge Book
6. Paraparaumu Bridge Club – 8B Multigrade
7. Masterton Bridge Club – 8B Multi Teams

That correspondence be accepted - M Murray/ S Wanden (Carried)

FINANCE: (Report attached)

1. Monthly Cashbook for Part September 2017 was discussed. Club's finances remain sound.

That the Payments in the Finance Report are ratified and the Report is accepted. B
Green/ V Smith (Carried)

TOURNAMENTS:

7. Swiss Pairs Tournament was very successful. An issue which arose during play was capably handled by the Director. It was suggested Sharon could use some assistance with side issues e.g. alcohol purchases etc. to enable her to focus on the actual planning and running of future tournaments. Committee members were willing to assist.

PROPERTY REPORT:

3. Weeds around clubrooms have been sprayed
4. Moss on northern side of driveway is to be addressed.
5. Cleaning cupboard doors to be repaired.

ALMONER:

4. No issues reported

GENERAL BUSINESS:

1. Sponsors for Programme Booklet. Letters have been prepared and past sponsors will be approached by Committee members.
2. Christmas Function. Suggested date is Sunday 10 December 2017.
3. AGM 13 November 2017. Remits need to be in Secretary's hands by 13 October, Notice of Meeting to be advised by 30 October and Nominations for Committee advised to Secretary by 2 November 2018.
4. Bridge Mates. NZ Bridge may require \$6 per member next year to assist with this programme. Bryan suggested we subsidise members \$3 and increase subscriptions by \$3 if this proceeds.
5. New printer has been purchased.
6. Bridge Vouchers for Table Money. A 10 card option costing \$40 discussed. To be outlined in Newsletter and trialled shortly.
7. Subscriptions. Bryan is to prepare budget to determine level of subscriptions for next year.
8. Website. Needs to be reviewed especially "Rules & Regulations" page. This is to be left for incoming committee to consider.

Next meeting to be on Thursday 19 October 2017 at 5.00pm
Meeting adjourned 6.18pm

Signed President

Dated

**MINUTES OF THE LEVIN CONTRACT BRIDGE CLUB MEETING HELD 19
OCTOBER 2017
AT 5:00pm AT THE CLUBROOMS**

PRESENT: Mark Kuitjen Chair), Val Smith, Sharon Wanden, Bryan Green, Darryl Small, Stafford Ball, Jan Fryer, Mike Murray

APOLOGIES: Janet Olliver

MINUTES OF PREVIOUS MEETING: Confirmed that these are a true and correct record.
M Murray / B Green (Carried)

MATTERS ARISING:

1. NZ Bridge will be meeting costs for the Regional Bridge Mates for the first year.
2. Bridge Booklet. Most sponsors have agreed to continue their support next year with a few minor changes.
3. Interclub 2018. Awaiting response from other participating clubs.
4. Liquor Licence. This has been submitted and we are awaiting reply.
5. Christmas Function 10 December 2017. \$10 per head to apply. Organisation is under control.
6. Scorers and Matchmakers for next year discussed.
7. Proposed example of \$40 Bridge Voucher circulated. It was decided to introduce these at AGM 13 November. It was suggested the vouchers be numbered.

CORRESPONDENCE IN & OUT: (List attached to Agenda) plus -

1. New World – New Customer Number
2. New Plymouth Bridge Club – Anniversary Pairs Tournament
3. NZ Bridge - Master points

That correspondence be accepted - M Murray/ V Smith (Carried)

FINANCE: (Report circulated)

1. That the Payments in the Finance Report after 20 September 2017 are ratified and the Report is accepted. B Green / M Kuitjen (Carried)
2. Term Deposit recently matured has been rolled over by Kiwibank
3. Budget 2018 was discussed. Based on spending over the past 3 years. Table Money and Subscriptions down slightly. It was moved Budget be accepted for consideration at the AGM. B Green / S Wanden (Carried)

TOURNAMENTS:

Babich Pairs 3 November 2017. Entry Fee of \$6 per player and Plate per pair to apply. 3 Tables to date.

PROPERTY REPORT:

1. Moss on Northern side of Driveway has been sprayed
2. Kitchen and Drinks cupboards now open and close satisfactorily
3. Lawn cutting is under control
4. Building requires water blasting to remove moss and lichen

ALMONER:

1. No issues reported

GENERAL BUSINESS:

1. Nomination Forms for all persons standing for Office and Committee must be completed by all nominees including current committee members. Those for current committee members must be proposed and seconded by non committee members.

Next meeting to be on Thursday 23 November 2017 at 5.00pm
Meeting adjourned 6.05pm

Signed President

Dated