

Coffs Harbour Bridge Club  
Minutes of Monthly Meeting

- VENUE:** Coffs Harbour Bridge Club, Club House  
4 City Hill Drive, Coffs Harbour
- DATE & TIME:** 12 th June 2017, 11:10 am
- CHAIRPERSON:** Helen Blewitt
- ATTENDANCE:** Helen Blewitt (President), Bambi Houlton (Vice President) Robin Irwin (Treasurer)  
Robyn Bingham (Head Director), Bernadette Brebner ( Membership Manager),  
Barbara Herring ( Publicity Manager), Colin Tolley (Property Manager).
- ABSENT:** Apologies: Cliff Mitchell, Rita O'Keeffe
- MINUTES:** Business arising from May meeting. Robin Irwin stated that \$10,000.00 had been transferred into the Term Deposit and that a late \$50.00 Flood Donation was being held in current Bank Account.  
There are 4 teams in the Country Teams Regional Championship to be held on Sunday 18<sup>th</sup> June and they will be subsidised by the Bridge Club. The fee is \$125.00 per team. There will be a charge of \$20.00 per person for food which will be sandwiches and Fruit Platters provided by the Golf Club.  
The May Congress made a profit of \$1344.28.  
Compscore updates are still a work in progress
- MINUTES:** The motion to approve the minutes of the May meeting and for them to be accepted for publication as a true and correct record of that meeting was moved by Robin Irwin; seconded by Bambi approved unanimously.
- SECRETARY'S REPORT:**  
The report was accepted; seconded by Colin, approved unanimously. For correspondence list refer Appendix B
- TREASURER'S REPORT:**  
Robin tabled her report and attached Appendices. The P& L report includes a deposit for the kitchen to Nu Era of \$1733.50.  
Robin moved her reports be accepted, seconded by Bernadette Brebner. Approved Unanimously.
- HEAD DIRECTOR'S REPORT**  
Free day in June to be organized  
Country Teams Regional Championship on 18<sup>th</sup> June 2017  
Zonal Teams Championship to be held in the Club on 1<sup>st</sup> and 2<sup>nd</sup> July 2017. Director organized by Ian Price. Starting times 10.30 Sat and 9am Sunday. \$30 per person for food.  
  
Robyn moved that her minutes be accepted, seconded Bambi , approved unanimously.

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**IT REPORT: NII**

**MEMBERSHIP REPORT:**

- 1 new member Barry Butler
- 1 new associate member Carmel Evison ( forms to be completed)
- Bernadette moved her report be accepted; seconded by Helen. Unanimously accepted

**PROPERTY REPORT:**

- Email regarding Gutter Back Services. To be accepted
- One Air Vent non functional..to be repaired
- Water tray for water dispenser to be organized
- Storage Boxes for Kitchen Contents to be sourced and purchased for kitchen utensils during renovations.
- Photos of kitchen taken and to be displayed on internet “For Sale” site by Barbara
- Colin moved his report be accepted; seconded by Bambi

**PUBLICITY REPORT:**

- E congress letter and Photos displayed on Notice Board by Barbara..
- Barbara moved her report be accepted; seconded by Helen.

**GENERAL BUSINESS:**

- 1 May Budget Report to be sent to Rita for filing
- 2 as previously discussed
- 3 Preparation to store and remove present kitchen cabinets in hand

**MEETING CLOSED: 12:05pm.**

**Next Meeting: 17<sup>th</sup> July 2017**

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**APPENDIX A**

**Mail In:-**

Date	From	Subject	Copy Forwarded to
19/05/17	ABF	May Newsletters	Display
22/05/17	Australian Bridge	Novice Pairs Souvenir Booklets	Head Director
29/05/17	Oxley Insurance Brokers	Insurance Policy Document	President
"	National Pen Co.	Sample pocket knife keyring	Head Director
"	" "	Sample pen	" "

**Mail Out:-**

Date	To	Subject	Copy Forwarded to

**Email In:-**

Date	From	Subject	Copy Forwarded to

**Email Out:-**

Date	To	Subject	Copy Forwarded to

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Coffs Harbour Bridge Club Inc. (2016-12-05)

**May 2017 P & L**

For the period from 01/05/2017 to 31/05/2017

	31/05/2017
<b>Income</b>	
Donation received	274.50
Interest received	310.39
May Congress Fees	8,550.00
Membership	(1,599.08)
Table Fees	3,671.00
<b>Total — Income</b>	<b>11,206.81</b>
<b>Less: Expenses</b>	
Accommodation	355.00
Catering	3,005.40
Cleaning	1,722.30
Dealing	520.00
Directors Fees	980.00
Donations	1,003.50
Electricity	594.26
Equipment	2,233.50
Grounds Maintenance	247.50
House Keeping	529.45
Insurance	3,240.00
Internet expenses	160.00
Printing & Stationery	126.64
Prizemoney	2,200.00
Rates	1,165.00
Security	38.50
Telephone	6.35
Water	96.00
<b>Total — Expenses</b>	<b>18,223.40</b>
<b>Net profit (loss)</b>	<b>(7,016.59)</b>

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Coffs Harbour Bridge Club Inc. (2016-12-05)

## May 2017 Balance Sheet

As at 31/05/2017

	31/05/2017
<b>Assets</b>	
<b>Current Assets</b>	
Cash & cash equivalents	66,422.29
Deposit Paid - Electricity	200.00
Petty Cash House Keeping	550.00
<b>Total — Current Assets</b>	<b>67,172.29</b>
Fixed assets	457,190.68
Fixed assets, accumulated depreciation	(170,416.00)
<b>Intangible Assets</b>	
Goodwill	8,000.00
<b>Total — Assets</b>	<b>361,946.97</b>
<b>Liabilities</b>	
GST Liabilities	(372.19)
<b>Net assets</b>	<b>362,319.16</b>
<b>Equity</b>	
Retained earnings	10,371.86
Starting balance equity	351,947.30
<b>Total — Equity</b>	<b>362,319.16</b>
<b>Total equity</b>	<b>362,319.16</b>

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