

Minutes of Committee Meeting held on Monday 16th September 2019 at 10am

Present: Peter Avery, Steve Ray, Georgia Ray, Susan Green, Eunice Ferguson, Dorothy James.

No	Item	Comments	Action
1	Minutes 3.6.19 and matters arising.	<p>EF has informed NEBSEC about secretary and treasurer positions in the club SR is receiving information from the EBU</p> <p>Ray Green has created an area on the website for members to use when they need a partner</p> <p>The inclusion of names of visitors on the website was discussed is an ongoing issue</p> <p>SR informed the committee that the he is now able to view the bank account online. The cheque signatories are SR, SG, PA and EF</p> <p>Christmas ticket price was confirmed as £5.00 and EF to organise the selling of tickets Catering – see below (3)</p> <p>EF forwarded the dates of the competitions to NEBSEC</p> <p>The venues for the inter club matches have been arranged</p> <p>SG and GR observed the setting up of the computer but feel they need additional opportunities for PA to provide instructions.</p>	<p>SG to continue to investigate the ways in which names of visitors could be removed</p> <p>EF to arrange the selling of tickets in November</p>
2	Finance	<p>SR informed the committee that there has been an increase in the rent for the hall and with outgoings such as catering and entry fees, there may be a reduction in club funds at the end of the financial year. At the time of the meeting there was £9000 in the bank account.</p> <p>Ben Hartford is going to put up the tables for free as part of his Duke of Edinburgh Award</p>	The financial situation will be reviewed before the AGM in 2020
3	Catering	<p>It was found to be too expensive to use Krystyna for the inter club matches, so EF has organised the catering.</p> <p>The menu Joanne Temple has submitted for £14 per person was agreed for the Xmas party – with cheesecake, trifle and roulade being the chosen sweets. EF informed the committee that Joanne has been booked and she will provide the non-food items required.</p>	<p>EF will continue to arrange the catering for the inter club matches. EF will provide the names of the volunteers who provide food and SG will pay them directly</p>

		<p>The committee agreed that receipts for amounts below £20 will not be required in the future, but amount will be recorded under refreshments.</p> <p>GR has asked Ben if he knew anyone who may be interested in helping with the serving and clearing away of food at inter club matches and posted a notice on the display board, but no names have been forthcoming.</p>	
4	Movements	<p>PA informed the club of the following movements-</p> <p>12 and 13 tables - Mitchell</p> <p>14 and 16 tables - Web Mitchell</p> <p>14½ tables - Web Mitchell</p> <p>15 tables – Howell</p> <p>It was also decided that a Howell movement would be used if there were several weeks where Mitchell movements are used.</p>	
5	AOB	<p>EF has found 2 tables to be damaged to the extent that they have been discarded and a further 2 to be in disrepair.</p> <p>Inter area match teams - it was agreed that SR should endeavour to use regular partnerships whenever possible.</p> <p>GR has volunteered to organise the prizes for the Xmas party.</p> <p>EF to inform NEBA names of people qualifying for gazette competition</p> <p>Next meeting arranged for 10 am on 25th November 2019</p>	<p>EF to purchase 6 new tables using the offer from the EBU</p>

Meeting closed at 12:15 pm.