

WANTED: REPLACEMENT TREASURER FOR PENYLAN BOWLING & CARDIFF BRIDGE CLUB

I will be stepping down as the Club's Hon. Treasurer at the AGM on 22nd March for personal reasons. It has been my privilege to serve in this role for over a decade. During this time, I have seen the Club's financial position grow and survive the Covid pandemic to date.

The role has traditionally been held by someone from the Bridge Section, which helps to balance the numbers in the Penylan Management Committee (PMC). It does not necessarily need a person with a financial background as the role is superbly supported by a qualified Bookkeeper.

The role entails:

- Negotiating rates with Suppliers (e.g. Power, Water, Broadband).
- Monitoring the Cash Flow in the Bank Account and providing the PMC with financial strategy.
- Recommending Salary levels for Bar Steward, Cleaner and Bookkeeper.
- Liaising with the Membership Secretary and the Bookkeeper regarding Subscriptions.
- Liaising with the Bookkeeper on a range of financial transactions.
- Presenting the monthly financial report (compiled by the Bookkeeper), with added comments, (via email) to the PMC.
- Transacting Club business at the PMC meetings (normally quarterly).
- Liaising with the Bridge Finance Officer, the Bowls Treasurer and the Bar Steward on relevant financial matters.

The role also carries the title of Officer of the Club. This entails:

- Liaising with the other Officers (President, Vice President, Gen. Secretary, Estate Manager) on a range of matters relating to the Club.

It is important that this role is filled. If you are interested, please contact me at Brian.Quinlan@hotmail.com or on 07754 589527 as soon as possible.

I will still be teaching Bridge, acting as Tournament Director and playing in on-line sessions, so my experience will be available to my Successor.

Regards
Brian