



Top of the South
April 2019

MINUTES OF MEETING OF TOP OF THE SOUTH REGIONAL COMMITTEE (COMMITTEE OF NZ BRIDGE INC) on 13th April 2019 at 5.40pm at Marlborough Bridge Club

Meeting opened 5.35pm

- Present: Chris Marshall [Chair], Bev Gay, Jenny Cooper [Secretary]
- In attendance Ray Curnow as TOPS Regional Bridge mate.

2) Apologies: Pam Whitehead [Treasurer], Helen Robinson

3) Minutes of previous meeting. Held 9th March 2019. Held at Nelson club.

The minutes of the last meeting were taken as read and accepted as a “True and accurate record”. All in Favour. Carried.

Matters Arising:

- Review of TOPS I.P Policy documents carried over until next meeting.
- Sample Team uniform: This hasn't arrived yet.
- We are in discussions with Summit re: sponsorship. [Chris Marshall]
- TOPS Regional Club CONFERENCE: Scheduled for Sunday 23rd of June.
- Location: TBC in discussion with Richmond club to confirm logistics and requirements.
- Helen Robinson as TOPS regional committee contact with Richmond to confirm details. Venue booked. Advice on caterers, The structure of the Day.
The regional club conference is a requirement by NZ Bridge to confer with Clubs and gather the Club presidents, club secretary and club Tutors to meet, and share ideas on the Development of Bridge in the TOPS region. It is usually a morning session.
Theme for 2019: “Continuous improvement”
- Geo Tesivoll: Carried over as an agenda item until the next meeting.

4) Correspondence:

- Note it was decided that Jenny Cooper will act as Secretary for TOPS regional committee.

Inwards correspondence:

10/3/2019: Dianne Groom: Richmond bridge Club
Carrie Elliot is contact for booking Richmond club rooms.

Note: Helen Robinson has since talked with the club, and Gary Brunton is our contact to further discussion for the club to host regional club TOPS "conference".

13/3/2019: Alister Stuck: Helpful tips for Bridge administrators for listing Tournaments on NZ Bridge website.

15/3/2019: Jane Stearns: Helpful Tips from Club administrators.

17/3/2019: Richard Solomon: Teachers conference: 16th/17th August 2019 in wellington.

20/3/2019: Alister Stuck: NZ Bridge board meeting minutes ratified for 22/1/2019

21/3/2019: NZ Bridge: I.P Trialist: Expectation of responsibility on representing your region.

26/3/2019: Golden Bay funding Application

30/3/2019: J Cooper: Referencing Richard Solomon visit to Golden Bay for Tournament, and what we may ask his to teach as far as a Tutorial possibly on Friday night before the annual Tournament.

31/3/2019 Ed Roggeveen

Re: National Director support and directing offers to TOPS bridge Tournaments.

1/4/2019: Rona Driscoll: Tournament schedule confirmation -Confirmed until April 2020.

2/4/2019: Youth Strategy: Jan France appointment and Policy.

2/4/2019: Coaching grant return required.

10/4/2019: Alister Stuck: NZ Board Minutes ratified from 19/3/2019

Alister Stuck: Confirmed NZ Bridge conference Saturday 8th June not 9th June.

Alister Stuck: Ed Roggeveen: Application for National director received and forwarded to Murray Wiggins NZ Bridge to reply.

Murray Wiggins to Chris Marshall

Application by TOPS RC to support & Nominate Ed Roggeveens. He has been accepted for National director Training.

12/4/2019 Inwards correspondence from NZ Bridge: \$2000 payment due for TOPS REGIONAL COMMITTEE contribution to the Regional bridge mate "pilot" Scheme.

Moved Bev Gay

Seconded: Chris Marshall. All in favour. Carried.

Note: Ray Curnow: Offered to remove himself from this discussion.

12/4/2019 Announcement of youth Strategic plan.

Garry Brunton: Promoting Bridge to Grandchildren:

*We can discuss this at the TOPS Regional club conference ...

Outwards correspondence:

20/3/2019: Chris Marshall to Marlborough Bridge club: Alison Graham: Policy for Training grants outlined

23/3/2019 Chris Marshall to Vicki Weetman: Summit real estate re: Sponsorship for TOPs I P uniform.

28/3/2019: Chris Marshall to Vicky Russell: Richmond Bridge Club:
Information on Player number and participation figures for potential sponsor proposals.

31/3/2019 Murray Wiggins: NZ Bridge chief Director: Accepting Ed Roggeveen nomination for Training to become a national Director.

2/4/2019 Chris Marshall to Ed Roggeveen: Yes, his services are required for Match committee for:

a) IP Trial

b) Tops Intermediate and Junior Teams event: Please direct.

c)Howorth cup: Match committee and advice on the "round robin" draw for the Howorth cup in Golden Bay 20th October.

Funding applications received:

Inwards: Ray Curnow: On behalf of Hokitika Group- Request for Training support for a newly formed group that may affiliate as a NZ Bridge Club eventually - from Hokitika.

Value \$620

Kaikoura: Karen Martelletti Training Day after Kaikoura Tournament. Cost\$340

Golden bay: Beginner lessons. Up to \$676.50.

*Note: Payment is only made against receipts received. It does not include a claim for the Tutors fees

These Training initiatives were all approved.

Moved Chris Marshall.

Seconded: Jenny Cooper

Jenny Cooper to write to confirm these applications successful.

5) Financial Report. Payments Made and Pending for Approval.

See Report.

The Financial report presented and circulated prior to the meeting.

Pam Whitehead moved that the financial report be accepted as a True and accurate report.

Balance of accounts at last Regional Committee Meeting.

Financial Report prepared by Pam Whitehead, Treasurer TOTS, 11th April 2019.

Presented by Chris Marshall.

Accounts	
Balance of accounts at last Regional Committee Meeting 9 th March 2019	
Cheque \$2,009.98	
Call \$5,815.05	
TOTAL	\$7,825.03
Financial Position 11 th April 2019	
Cheque \$2,694.98	
Call \$5,815.51	
Total	\$8510.49
DEPOSITS	Harcourt's Picton \$85
	Harcourt's Blenheim \$600
	Call Interest \$0.46
TOTAL	\$685.46
PAYMENTS: Nil	\$0.00

Bev Gay moved we accept the financial report.

Chris Marshall seconded. All in favour. Carried.

Note: 12/4/2019 Inwards correspondence from NZ Bridge: \$2000 TOPS REGIONAL COMMITTEE contribution to the Regional bridge mate "pilot" Scheme.

6) General Business TOPS RC Agenda Items:

1. Training:

- Budget allocation for Training support for smaller club membership development. These clubs have all submitted requests.
- Hokitika
- Golden Bay
- Kaikoura
- Geo Tislevoll Training for open players: Update on registrations and nominations?
- Carries over until next meeting]
- Richard Solomon: Golden Bay visit Friday 18th OCTOBER: Training session: Teams tactics and play. Costs? Budget. Like with Tony Hinkley training 2018 session. TOPS Regional committee to organise... but Golden Bay may host. J Cooper informally approached president of club. The President was reluctant due to responsibility of hosting the Howorth cup this year as well. J Cooper still in negotiation with other TOPS clubs.

2. IP Trail and Team policy Document: Review. Carried over.

3. IP Team uniforms: Vests: Decision? Costs? Included embroidery? Pam whitehead and Helen Robinson reviewed, surveyed and consulted with last year's IP team. We are awaiting a sample of the potential option for the final look of the Vest/uniform.

4. IP: Nominations for Chef De mission for I. P's: We discussed that we would decide after the I.P Trials in May.

Note: Not many Intermediates have registered for the Trial.
Applications closed 26th April.

5. IP: Budget review: Define & Allocate costs for TOPS IP Trials.
Budget Prepared. See attached document from Picton.

Costs to Club

TOPS I.P Trial Event.

The budget is in the control of the host club.

E.g.: Master points and cost of Director are covered in the Tournament entry fee.

Note: The host club to also organise:

- 1.A separate scorer.
2. A caddie for both sections of the room.

2019 Director: David Stephen.

6.. Regional TOPS Clubs Conference: Date: Sunday 23rd June.

- . Regional conference: Date: Sunday 23rd June 2019. Location to be confirmed.
 - a. Helen to ask Richmond to host on the Sunday after their Richmond Open pairs 22nd June.
 - b. Venue?
 - c. Themes & Topics and Invitations to clubs:
Potential Theme “Centipois improvement: Future TOPS Bridge developmental strategies in consultation with clubs” ...Detail To be confirmed

7: Bev Gay: Where do committee members see and refer to previous minutes and key policy decisions made by the TOPs Regional committee (current or past committees).

We hold a copy of the minutes created on the TOPS regional committee drop box file.
A copy of the past Minutes is sent NZ Bridge.

Policies and decisions that are created from these meetings. Where are they held, for easy reference? It was decided that a manual for TOPS policy decisions needs to be collated in a central location for committee members, and clubs.

E.g.: Running a Tournament for TOPS... TOPS costs versus host club costs.
E.g.: IP Trial representative Team etiquette, etc. Plus, associated documents e.g.: application form.

Carried over until next meeting.

Meeting closed 6.40pm

Minutes confirmed by Name (printed): Chris Marshall	Role: Chairperson
Signed:	Date: