

## Minutes of Committee Meeting held on Monday 3<sup>rd</sup> June 2019

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

No	Item	Comments	Action
1	Minutes 8.4.19 and matters arising	<ul style="list-style-type: none"> <li>Minutes were agreed and accepted.</li> <li>Agreed the cost for engraving of cups and EF to organise.</li> <li>It was agreed for SR to look at entering four teams nearer time for matches.</li> <li>Kitchen duties. It was agreed that refreshments with end at 9.15 pm. GR to ask members to assist in the kitchen with regard to stacking of the trolley.</li> </ul>	EF SR GR
2	Refreshments	It was agreed DJ would be responsible for purchasing all refreshments for club nights.	DJ
3	Secretary Duties	<p>As no nominations for secretary position received it was agreed that EF to continue in this position and GR to assist in EF absence. GR's contact details to be posted on the website.</p> <p>List of secretary duties submitted by EF and it was agreed that same would be carried out by the committee in EF absence. See attached schedule for list of secretary duties and action.</p>	Ray Green
4	Club Rep.	EF when available. SR in her absence.	
5	Club Competitions	PA to be responsible for informing NEBA of entries.	
6	Partners	Mary Page volunteered to take on this role.	
7	Trophies	It was agreed after 3 <sup>rd</sup> June Trophy Presentation to retain the trophies for engraving and in future engraving will be carried out before trophy presentation.	EF/GR
8	Membership	SG agreed to be responsible for membership. SG to update Ray Green with current members list to update website.	SG/RG
9	Treasurer	<p>Treasurer duties to be shared between SG/SR. SG to organise change of bank signatures and also to investigate internet banking.</p> <p>SG to collect table money, deposit money and email SR once a month with the banking details.</p> <p>SR to be responsible for the accounts.</p> <p>SR to send cheque for £95 to Woodlands Trust for</p>	SG/SR SG SG SR SR

		monies raised at Captains Charity Cup. SR to be responsible for paying all outgoings.	SR
10	Christmas Party	Date confirmed 16.12.19. Suggested ticket price £5.00 and investigate outside catering.	
11	Inter Area	Catering to be investigated for both inter area and Deane Salver competition.	SG/DJ
12	Any other business	None raised.	

As no other matters raised meeting closed at 1 pm.