

Annual Plan for Karori Bridge Club 2026

Karori Bridge Club aims to be a welcoming, friendly, and thriving bridge club for people of all ages and playing abilities based in the local community.

1. Introduction

This annual plan sets out annual goals for 2026. Overall, the longevity of the Club depends on retaining and growing membership, and targeting new sources of funding to supplement existing income streams in order to maintain the building as maintenance costs continue to rise. This plan serves as a roadmap to guide the Karori Bridge Club through 2026. Regular assessments and adjustments will be made to ensure the Club's continued growth, engagement and success.

The KBC Committee is responsible for a broad range of activities (Appendix 1). It meets monthly to manage the activities of the Club and discuss and approve proposals from its seven sub-committees: Membership, Education (Appendix 2), Finance, Property Maintenance, Tenancy, Grants and Fundraising (Appendix 3), and Sponsorship (Appendix 4). Membership of these sub-committees is provided after the annual goals.

2. Goals for 2026

Membership

The Club recognises the fundamental role membership plays in its sustainability and growth.

1. Contact lapsed members to encourage them to return.
 - Instigate personalised outreach, identify reason for lapse and address if possible, and provide incentives to return.
2. Recognise players at key milestones, e.g. masterpoints, longevity and achievement.
3. Re-survey members to find out commitment for weekend bridge (winter months).
 - Include specific details on day/time, gauge partner availability, initiate a trial period to build interest, and explore hybrid models for fun bridge together.
4. Aim for a Club membership of 210 - a net gain of 18 members.

Education

Lessons are seen as a key component of recruiting new Club members and retaining them. There are many opportunities to increase membership with a structured plan in place along with experienced teachers and a supportive team.

1. Manage the running of one set of lessons this year.
2. Increase Club membership by 15 new members this year by teaching newcomers the foundations of bridge including basic ACOL systems and card play.
3. Improve the standard of play to reinforce their bidding learning, develop more sophisticated card play and learn simple additions to their bidding system by providing at least eight Improver lessons in 2026.

Finance

Manage and report on the financial status of the Club, to ensure funds are prudently overseen.

1. Achieve Registered Charity status.
 - Prepare the non-financial service performance report, using the Annual Goals for 1 June 2025 to 31 May 2026.
 - Meet the Tier 3 reporting standards, changing end-of-year reporting layouts.
2. Investigate the Club's viability as a playing club only, without the income and expenses of tenants and a building.

Property Maintenance

Ensure that the property is maintained, within the financial restraints of the Club. Ongoing maintenance is actively managed and major maintenance is prioritised by the sub-committee.

1. Keep a list of all outstanding maintenance and fix all urgent maintenance in a timely manner.
2. Replace rotten framework in exterior back wall and replace back windows.
3. Obtain two quotes to renovate the kitchen.
4. Replace/re-upholster 60 Club chairs.
5. Renovate the kitchen.
6. Paint the interior of the Club.

Note: Some grant money will be required to complete items 4, 5 and 6.

Grants and Fundraising

In order to enable the property to be well maintained, additional funds are required.

1. Reapply for funding for chairs from the Four Winds Foundation once the Club has achieved Registered Charity status.
2. Apply for funding for the kitchen renovation.
3. Apply for funding to paint the interior of the Club.
4. Explore fundraising opportunities, e.g. Loaf mini bites, a quiz evening at 1841 pub in Johnsonville, or a movie fundraiser.

Tenancy

As the major income-earner for the Club, the tenancies need proactive management with all rents paid on time. This sub-committee has delegated authority to negotiate and manage lease agreements on behalf of the committee.

1. 100% rent reviews carried out on time, i.e. at least once annually per tenant.
2. Rental occupancy to be no less than 94%.

Sponsorship

Secure major sponsors, through designing packages to provide advertising for their contribution. Silver Sponsors have event rights, e.g. branding sponsorship of two specific tournaments, social events, or educational workshops.

1. Sign up three silver sponsors.

Secretary

Support the Chair and Officers to ensure the smooth functioning of the Committee, so that meetings are effectively organised and minuted.

1. Review and coordinate Annual Plan updates and progress towards goals.

Tournaments

Successfully run three Karori tournaments, one Wellington regional tournament, and one with Kairangi club. These provide opportunities to promote the Club.

1. Open and Intermediate tournaments – 12 tables minimum.
2. Junior tournament – 10 tables minimum.
3. Update tournament guidelines.
4. Compile a tournament evaluation form for tournament participants.
5. Encourage and support at least one Club member to learn the tournament organiser role.

Communications

Communicate with members via a regular newsletter to keep them informed about what is happening in the Club.

1. Produce and distribute a quarterly newsletter.

3. KBC Committee and Sub-Committee Membership

KBC Committee Members

Alicia Wright, Alys Freeman (Treasurer), Anne Goulding, Jean Williams (President), Karen Falconer (Secretary), Linda Blum, Olivia Sawrey, Sarah Sawrey (Vice President), Sue Sutherland.

Alicia Wright chairs Committee meetings.

Sub-Committee Membership

Finance: Alys Freeman and Jean Williams

Property Maintenance: Jean Williams, Peter Wilcox, John Sutherland, Alys Freeman

Tenancy: Jean Williams and Alys Freeman

Education: Olivia Sawrey, Andrew Mackenzie, Alicia Wright, Richard Huelin

Membership: Alicia Wright and Anne Goulding

Grants and Fundraising: Sarah Sawrey and Jean Williams

Sponsorship: Sue Sutherland and Helen Collicot

Other Responsibilities

Club Manager Liaison: Klaus Dorbecker

Tournaments: Linda Blum and Sue Sutherland

Communications: Anne Goulding

4. Appendices

Appendix 1

Karori Bridge Club Committee is responsible for:

- Running bridge games
- Running tournaments
- Lessons – both beginner and improver
- Oversight of manager, contractors
- Building maintenance and management
- Tenants' management
- Financial management
- Fund-raising and sponsorship
- Membership
- Marketing to new members
- Website and social media management
- Liaising with NZ Bridge
- Communicating with members through regular newsletters
- Health and safety

Appendix 2

Education sub-committee is responsible for:

- Arranging lessons (beginner and improver)
- Creating a budget
- Coordinating lessons promotions
- Liaising with teachers
- Recruiting and managing mentors and providing them with guidance and resources
- Fostering new players in a way that will encourage retention (example: informal social games)
- Skill development sessions (example: a survey may be run among members to find out topics of interest)
- Accessing resources (including specific teaching resources and updating the library)
- Succession planning for teachers
- Supporting teachers and mentors
- Reporting to the committee on milestones

Appendix 3

Grants and Fundraising sub-committee is responsible for:

- Investigating sources of available community funding
- Preparing an overview of the available funds
- Recommending to the committee suggested sources of funding and timeline of applications
- Submitting applications approved by the committee
- Being the point of contact in the Club for funding providers

Appendix 4

Sponsorship sub-committee is responsible for:

- Attracting major annual sponsors
- Ensuring predictable income
- Building known sponsor relationships
- Submitting sponsorship proposals to committee for approval
- Being a point of contact in the Club for sponsorship