

**MINUTES OF EXECUTIVE MEETING
OF THE MANGAWHAI CLUB INC**

Held on Monday 23rd September AT 4.40 PM

		Present	Apologies	Absent
John Merrick President	JM	Y		
Leigh Hunt Vice President	LH	Y		
Alan McIntyre	AM	Y		
John Phillis	JP	Y		
Dave Henderson	DH	Y		
Geoff Black	GB	Y		
Gordon Finlayson	GF		Y	
Kris Wintle	KW	Y		
Tina Price Secretary Manager	TP	Y		
Michelle Drummond		Y		
Ngare Price Representative Bowls	NP	Y		

Welcome

Minutes of previous meeting 19th August 2019 as circulated were taken as read & confirmed:

Proposed: DH

Seconded: JP

Passed: Yes

Matters Arising:

1. Change of Brewery to Lion

The changeover to Lion Breweries is going well.

MD & TP to follow-up on the credit rebate.

2. Spark Tower

MD & TP to follow-up on the monthly rental payment from Spark. (\$900+gst per month - \$450+gst to the Club and \$450+gst to KDC.

MD has contacted Downers re the lose wires on the temporary tower and they are sending someone out to have a look at it.

3. Water Tanks

Ron Heaton has white-washed the water tanks and they look fantastic.

TP to write to Ron and thank him for the wonderful job and also thank him for all the other volunteer work that he does.

4. Community Power

They have come back to us wanting some additional information.

MD and TP to respond with the relevant information.

5. **New Caterers**

JP advised that he has had mostly positive reports, however it has been suggested that they have more Veggie Meals available at the Alacart evenings. TP to speak to the Caterers.

6. **Logs from MAZ**

JP advised this will happen this week.

7. **Courtesy Van/Leabourne Bus Service**

TP advised that the Leabourne Bus Service was not suitable for our members requirements.

8. **Club Flag**

TP has got some quotes for the new Club Flag the best price was \$150.00 per flag.
The Committee decided to order 2.

9. **Storage at the Club**

AM has spoken to Shayne Stuart and is awaiting quotes.

10. **New Green Keepers Shed**

DH advised the shed he was going to gift to the Club was no longer available.

Fundraiser for the Dementia Unit in Maungaturoto

Presentation from Albi Paton about the potential Breakfast Fundraiser for the Dementia Unit
He asked if the Committee would consider allowing them to hold a breakfast fundraiser in our Carpark and also if they could do a Sit-Down breakfast and use our kitchen, they will supply all the staff and food required.

The Committee agreed to this and Albie and TP will meet to discuss dates and time.

11. **Correspondence**

Correspondence: In

KDC – Liquor Licence

The Licence has arrived and is displayed on the window in the Foyer.

Tiger Turf – 3rd Green

JM has spoken with Blair from Tiger Turf and he will be in touch to arrange the date to commence the job. It will be either at the end of September or the beginning of October.

JM assured everyone that the job will be completed by the 22nd October in time for Business House Bowls.

Thank you Cards from

Daffodil Day

Thank you letter for the Management and Staff for complementing them for the day.

Redfern Hardis family

Complimenting the Management and Staff on the day of Lloyd's funeral

Mangawhai Bowls – Sponsorship request

Mangawhai Bowls has requested sponsorship for the Men's Tournament to be held on the 16th of October.

The Mangawhai Club have agreed to pay \$500.00+gst which would go towards the prizes which consists of Meat Packs.

Proposed: GB

Seconded: LH
Passed: Yes

Coffee Machine Quote's

TP presented two quotes.

The Committee approved to get a new machine and the decision of who go with was left up to TP.

Baby Changing Table Quote's

TP got 2 quotes baby changing tables, one at a cost of \$446+gst and \$750+gst.

The more expensive one is better quality. The committee discussed the need for a baby changing table and decided to put it on hold for now.

Correspondence: Out

Letter to Wayne Neal

TP to do a letter to Wayne Neal to congratulate him on coming second at the NZ Green Keepers awards.

Friends of Mangawhai Park

KW tabled a proposed letter to go to Friends of the Mangawhai regarding getting an assurance that we could add some to lease via boundary of extra land behind the A Green if desired at a later date.

KW asked the committee for approval to send the letter.

Proposed: DH
Seconded: JP
Passed: Yes

Financial:

P&L Accounts:

July accounts

Approved: JM

Seconded: JP

Passed: Yes

August accounts:

Approved: AM

Seconded: LH

Passed: Yes

Payables:

Approved: KW

Seconded: GB

Passed: Yes

Areas of Responsibility Reports:

- **Financial & Signatories – AM, GB**

Club Kitchen

KW brought up that the Club Kitchen on a Wednesday and Thursday is running at a loss.

After much discussion it was decided that the Club Kitchen on would close on a Wednesday and Thursday. TP to meet with Caterers to see if they can take on any extra nights.

Yovich Hayward Pevats Johnston Ltd

The Accountant bill is higher than expected and JM has spoken to Paul Yovich and he was looking into it and we should receive a credit of approx. \$2,000.00.

3rd Green

The 3rd Green needs to go into Capital Expenditure.

R & M Bar

Check the Lion Invoice is coded to Capital Expenditure.

P&L - Down

The Committee discussed the P & L being down. They felt that the Drink Driving Incident may have had an impact on the P&L.

AM advised that GB has offered to help with the accounts. AM and GB to meet.

- **Members Disputes – JM**

No issues

- **Staff – JM, TP**

No issues.

- **Marketing, Events & Promotions – JP & TP**

Wine Evening

The 1st Wine tasting evening which was to happen on the 18th September 2019 was cancelled due to not enough interest.

The next scheduled evening is on the 16th October, which need to be advertised now.

Show, Shine & Muscle Car Day – Sunday 22nd of September 2019

This was a great success. There were 115 vehicles on display. It was a very profitable day for the bar.

TP advised that she is organising another one and will get a special licence from KDC so all members of the public and come and enjoy the day.

Visit from the NZ Police - Harm Prevention Unit

TP, JM and Zac met with the Harm Prevention Unit to discuss the incident on the 23rd September.

They are coming back to do a training session with the new Bar Staff and a refresher for existing staff.

- **Repairs & Maintenance Buildings & Grounds – DH, JM**

- Shelving in the Bar Area

- DH advised that the is underway.

- Roof

- Carter to an investigation in the near future to ascertain where and why it is leaking.

- Dates to be confirmed.

- **Compliance, Gaming & Liquor – LH, TP**

- Liquor Licence

- The new Liquor Licence is displayed on the front window in the foyer.

- The new licence is for a period of 3 years, it will not expire until 20 August 2020.

- Gaming Licence

- TP received a letter from the DIA requesting more information on the 7% of Gaming to Authorised Purpose as it should be 9%.

- TP forwarded the request to the Accountants and they sent back a reply for the DIA.

- As the DIA are currently still processing the Gaming Licence we are legally able to operate on the existing Licence.

- **Club Sections – LH**

- LH met with the Club Sections

- Pool

- They have requested that signage is put up requesting that people do not have food on or around the tables.

- They are also upset that someone has drawn on one of the tables with a vivid.

- A Pool club member will create a template for the D.

- Darts

- They are looking at organising a Tournament with Kamo and an Auckland Club

- Petanque

- LH is still trying to get in contact with Ted Tuffy

- Golf Section

- LH is re-introducing a Golf Section

- There will be a sub of \$10.00 pp

- He is organising a Golf Day at Tapora on the 20th October 2019, up to 40 players at \$40.00 pp.

- We need to mention the Golf Section in the Newsletter.

- Bowls

- LH asked if non bowling members where able to join the Thursday Bowls.

- NP advised that it was only for Bowling Members.

- Banking Forms for raffle money for Banking

- LH mentioned the sub sections requested the forms to fill out for their banking.

- MD advised that they are available from the Bar.

- **Grant Applications – LH, JP**

NP requested a funding form.

JP to get from MD for NP.

Applications for Funding

Public applications need to be advertised in October in the local paper and close by 30th November 19.

Approved: JM

Seconded: JP

Passed: Yes

The Committee agreed to do application on a half yearly basis.

The amount available will be based on a % of the Gaming Income.

- **Futures Committee – AM, KW**

Discussed earlier (The Friends of Mangawhai Park Committee)

- **Health and Safety – GF**

Nothing to report.

NEW MEMBERS NEW MEMBERS August 2019:

Polly Hlyar, Rose Boocock, Paul Boocock, Joanna Baylis, Stephen Rosser, Gavin Hunt, Daryl Parker, Jan Hustler, Sharyn McIntosh, Greg MacIntosh, Patricia Gordon, Terry Gordon, Ian McKenzie, & Peter Kitt

Approved: JP

Seconded: KW

Carried: Yes

Notice Board

This has been ordered and is on back order.

General Business

1. Courtesy Van

JM presented quotes on the options for a new Courtesy Van

JM proposed that the Club purchase the Ford 370B

Approved: JM

Seconded: DH

Passed: Yes

AM will talk to Mangawhai Central about Sponsorship on the Van.

Donation Box

The Committee recommended that a Gold Coin Donation Box be put in the foyer to go towards the running costs of the Courtesy Van.

Mangawhai Golf Club

JM has had a request from the Mangawhai Golf Club to use our van in December when they have their 40th Anniversary. They will pay for the cost involved for the use of the Van.

The Committee approved this.

AGM – Uploading to the Incorporated Societies

TP has uploaded the Year Ended 2018 Audited Accounts, however, need to upload the change to the constitution.

Solar Power

LH is currently getting quotes.

Capital Budget

JM advised that this has been updated.

Any Other Business

Managers' Report

JM asked TP to put any new Staff members in the report.

Committee Calendar

MD to send to Committee Members

JM thanked everyone for their attendance.

Meeting Closed 7.10pm

NEXT MEETING:

Monday 21st October AT 4.30PM

Managers' Report – September 2019

I am happy to report that we now have our new 3 year liquor licence from council, this is displayed on the front door. We are still awaiting our gaming licence which the DIA have informed me is currently being processed & that we are completely legal working on our current licence until this arrives.

I have had a lot of positive & encouraging comments from our members about the new caterers, I have also noticed that our Friday nights have been a lot busier. Andrew & Tania advised that the amount of meals they are putting out has increased dramatically, this is great news for The Club.

We have now had the upgrades done in our bar thanks to Lion Breweries & the staff are finding it easier to work around each other in the bar area. The new flooring has been laid & this has really lightened up the bar area. We are currently waiting on the new dishwasher to be installed which should be this week

It is great to see that our members are using our courtesy van a lot more, this service is a lot busier than it has ever been, so it is wonderful to see the message is really getting out there.

Membership Fee's are due again as at the 1st October, renewal forms have been emailed out to all our members. Please bear in mind that this is an extremely busy time of year for the admin staff.

Tina Price

Secretary Manager