

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

**Held on Monday 16<sup>th</sup> December AT 4.30 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		
Mona Guttenbeil - Representative Bowls	MG	Y		

JM welcomed all to the last meeting of 2019.

JM advised after reading the constitution (39.7) MG the representative for Bowls has speaking rights but no voting rights. JM apologised for the misunderstanding.

Minutes of previous meeting 18<sup>th</sup> November 2019 as circulated were taken as read & confirmed:

Proposed: JP

Seconded: GF

Passed: Yes

**Matters Arising:**

1. Courtesy Van

The Van has now been sign written and is looking good.

2. Spark Tower Payment

After a meeting with Bowls JM advised that the Bowls should have been involved with the signing of the contract with KDC as they are the lease holder. JM apologised for the oversight.

The lines of communication need to be open with the Bowls. MG thanked the both JM and JP for the meeting and their understanding.

**Correspondence**

***Correspondence: In***

Courtesy Van to Whangarei

TP advised that she had received two more letter regarding the Van no longer going to Whangarei.

KW suggested that we get two or three of our staff to get their Passenger Licence, which is a cost of \$85.00 per person – the Club will pay for this.

This would allow the Club to charge for the Courtesy Van service.

TP will look into it.

Thank you letter from Ken McLeod.

### ***Correspondence: Out***

#### Courtesy Van to Whangarei

TP has sent letters to each person apologising for not giving sufficient notice of discontinuing the trips to Whangarei, also advising the Committee will revisit this service in the new year. TP has given them a couple of alternative services along with contact details.

#### Letter from Jill Brierly – sponsorship for National Disabled Bowls Tournament

TP wrote to J Brierly to asking her Jill for receipts and account details so we could deposit \$350.00 towards her costs.

#### Sub Committee – Budget Letter

GF emailed a letter to go to the Sub Committee re their budget requirements for the upcoming year.

TP to go over it and sent out to the each Sub Committee

#### Third Green

JM received a letter from Tiger Turf regarding the final stretching of the Artificial Green. They asked for the Club to advise on the speed of the Green. JM asked P Wightman and R Heaton measure the speed and they have reported back to him and JM has replied to Tiger Turf with their findings.

Tiger Turf have advised that the stretching of the mat will be done in the new year.

### **Financial:**

#### **P&L Accounts:**

**Approved:** GB

**Seconded:** GF

**Passed:** Yes

DH asked for clarification as to why gaming is down on the same period last year.

This could be because some players have moved out of the area.

AM suggested we look at upgrading the machines that make the least money and replace them with new ones as this can increase income.

#### **Payables:**

**Approved:** LH

**Seconded:** AM

**Passed:** Yes

#### **Balance Sheet**

LH asked about non-current liabilities – Loan – Mangawhai Bowls Building and Plant.

GB and LH to look into. KW has copies of the Deed and will provide them with the information. MG will get back to them with some information.

#### **Areas of Responsibility Reports:**

**Financial & Signatories – AM, GB**

N/A

## **Members Disputes – JM**

JM has meet with a couple of members with areas of concern.

They wanted clarification on a couple of points:

- TP signing membership applications of people new to the Area.  
TP meets with these people and interviews them and checks on their background before signing.  
The application is then signed off by a committee member.
- Quotes on work to be done  
They wanted to ensure that the Club was getting more than one quote.

## **Staff – JM, TP**

GB asked who staff should see regarding remuneration.

JM advised they need to see TP.

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

N/A

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

Veranda at the main entrance.

We have received a quote for the Verandas at the front door of \$17k incl gst. This includes the tiling of the existing foyer floor.

TP to find out when the permit for the extension (veranda) expires.

Painting Interior, Roof Removal and Repairing the Leaks

We have received a quote for \$36k.

The Club will put adverts for the painting of the interior and veranda extension in the local Focus and Memo in the New Year.

If any committee members know of anyone who would be interested in quoting for the work to please let them know.

It was decided to go ahead with the roof repairs and the repair water damaged ceiling tiles.

Men Toilet Door

The new door closer has arrived and needs to be installed. DH

Bowls Electronic Timer

DH advised that the Electronic Timer is not working properly.

MG advised they have this under control.

Sound System

TP will meet with the member to discuss the options in the new year.

Lock Up Box for Courtesy Van

We need to get a more secure box at the front desk for van donations.

JM and TP to meet to look at the options.

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

N/A

## **Club Sections – LH**

### Golf Section

LH said the golf day on the 8<sup>th</sup> Dec was a great success and the next one will be held in February 2020.

The Pool Club has asked if we could order some chalk and have some cues could be repaired.

TP to talk to Shay.

### **Grant Applications – LH, JP**

TP to advertise in the Focus and Memo that the Club is calling for Grant Applications.

JP thanked the Club for the grant for the Xmas Presents for the MAZ Christmas Parade.

There was 400 to 500 children who received a present from Santa – it was a very successful day.

DH asked JP if he could provide us with some photos of the Kids lining up and sitting on Santa's knee receiving their gift.

### **Futures Committee – AM, KW**

KW advised nothing new to report and they will re-group in the new year

### **Health and Safety – GF**

GF will give TP an induction form and GF is working on an induction programme and forms for the Committee to complete.

### **NEW MEMBERS NEW MEMBERS August 2019:**

Julie Monaghan, Colin Paterson, Cameron Crowe, Melanie Wintle, Carl Findlay, Peter Davies, Linda Osborne, Pacey Lang-Smith, Ken Morman, Francis Tothill, Sue Cameron, Arlene Marsh, Carol Kite, David Kite, Sharyn McIntosh, Greg McIntosh, Jonathon Cross, John Langford, Vicki Langford, Dean Trembath, Craig Shepherd, Colleen Shepherd, Fiona Winfield, Dale Winfield, Claire McAllen, Sharon Radford & Kerry Radford.

**Approved: JP**

**Seconded: GB**

**Carried: Yes**

### **General Business**

#### Caterers

JM & TP will meet with the Caterers to discuss how things are going.

#### Clubs NZ Conference

LH suggested that TP and himself attend the Clubs NZ annual conference which will be held in Napier in March 2020.

Carried

TP to get information and costs associated with the conference for the next Committee meeting.

#### The delivery of Logs from MAZ to the Club

Travis Cullen delivered the logs to the Club for free. JP suggested that as a gesture of thanks we give him one year's free membership.

Carried

TP to put his company name (MBL Contractors) on the Website under club sponsorship and to send him a letter of thanks.

#### Mangawhai Historic Village – Picture Theatre loss of Ice Creams

JP advised that the freezer at the Picture Theatre had been turned off and as a result they lost \$350 of ice creams. JP asked if the Club would contribute to the cost of replacing the ice creams.

Proposed the Club give \$250 towards replacing them.

**Approved; LH**

**Seconded: DH**

**Carried: Yes**

### **Any Other Business**

#### Fans

AM said there is a need for additional fans to be put up in the Club house.

TP to organise.

#### Children on the Greens

GF had a complaint about Children playing on the Greens

GF suggested that we need a Children's play area.

The Committee were asked to think about ideas for a play area.

#### Colin Pierce

LH advised the Colin Pierce will be leaving the Club mid January 2020 and suggested that the Club think about a Sunday afternoon and perhaps do an afternoon tea as a farewell as Colin was an inaugural member of the Club.

MG will also take the suggestion to the Bowls Committee

#### Sponsorship of the Women's Classic

MG thanked the Club for the sponsorship of the Women's Classic – it was a very successful day.

#### Ian Walker

DH asked that a letter of thanks be sent to Ian Walker for all the work he does for the Club.

DH suggested that all people who do voluntary work for the Club get a Club Shirt.

TP to look at getting new Club Shirts and send Ian a letter.

#### Rope for Flag

JP asked to be reimbursed for the \$62 cost of the rope for the flagpole.

JP to give to the office to reimburse.

### **Managers' Report**

Well the silly season has arrived; it's been great to see the Bowlers having fun with their annual Christmas parties & all the Business Christmas Parties using the Club as a venue has been fantastic this year.

It is fantastic to see our new Courtesy Van being used a lot more & we appreciate the donations our Members are contributing to the running of the Van. We had the Van sign written this week & have had a lot of compliments on how good it looks.

We have the Neil Diamond Tribute at The Club this year for New Year's Eve & I'm sure this will be a great success as there are already a lot of people enquiring about the tickets.

Well once again I think we have had a really good year at the Club, we are getting a lot of new members applying some of which are new to the area, which is fantastic to see.

We have had a lot of great entertainment this year & I am hoping to broaden the talent coming to the Club next year as we are getting some great crowds for these events.

I would like to thank the committee & staff for all their support this year.

Merry Christmas & Happy New year to you all.

Tina Price  
Secretary/Club Manager

JM thanked everyone for their attendance and wished everyone a Merry Xmas.

Meeting Closed 6.05pm

**NEXT MEETING:**  
**Monday the 20<sup>th</sup> January AT 4.30PM**