

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

Held on Tuesday 20th July 2020 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		
Gordon Finlayson	GF	Y		
Kris Wintle	KW	Y		
Geoff Black	GB	Y		
Tina Price Secretary Manager	TP	Y		
Michelle Drummond		Y		
Mona Guttenbeil - Representative Bowls	MG	Y		

JM welcomed all to the meeting.

Minutes of previous meeting 22nd June 2020 as circulated were taken as read & confirmed:

Proposed: GF

Seconded: GB

Passed: Yes

Matters Arising:

AGM 25th July 2020

Audited Accounts

JM discussed the Audited Accounts with the Committee.

REMIT 2

JP asked AM to speak to the Remit at the AGM as JP has put in his apologies.

MG advised that we need to invoice the Bowlers as this will not coincide with their Annual Subscriptions.

R & M Drain

DH has sorted the draining of the water out the back by the Pool room.

PA System – ACTION TP

The PA system works fine most of the time. Every now and then it becomes patchy in the back area.

An additional microphone has been purchased and will be here in time for the AGM.

TP to make sure that both microphones' have new batteries in on the day.

Correspondence

Correspondence: In

ASB Loan

JM received a letter from Paul at the ASB advising that the Club had secured the Loan.

Correspondence: Out

ASB Loan

JM replied to Paul at the ASB acknowledging the Loan

KDC

TP sent a letter to KDC thanking them for the financial contribution and support to the Club's next rates, Licencing and the Professional Service fee following Covid 19.

Norma Black

TP sent a letter to Norma Black thanking her for all her hard work and dedication to the Club.

Club Sections

TP wrote to all of the Club Sections advising that due to the Club closure caused by Covid 19 that the Club is unable to provide funding at this current time.

UDC Finance

JM wrote to UDC regarding the finance on the Courtesy Van to establish the amount owing to clear the debt.

Letter from UDC Finance

JM received a letter advising that it would cost \$17,901.94 to clear the van debt.

Financial:

P&L Accounts: - ACTION MD

Approved:

Seconded:

Passed:

The following needs to be clarified before the committee approves the P & L.

MD to contact Helen, Yovich Advisory to discuss the GMP in May, as AM felt it should have been zero. GMP is now being recorded in the month to which the income is earned and paid on the 20th of the month following. Is this correct?

MD to speak to Helen regarding the second wage subsidy which does not appear to have been recorded in the month of June.

Payables:

Approved: JP

Seconded: GF

Passed: Carried

Areas of Responsibility Reports:

Financial & Signatories – AM & GB – ACTION TP

Signatories

TP to change signatories with both the ASB and DIA with the new President and Vice President and remove the current signatories.

Term Deposit

JM suggested putting a \$100k on a short-term deposit. It was agreed that this would be up to the new Committee.

Capital Budget

It was decided not to have a capital budget in place for this upcoming year as due to Covid 19 the club needs to get back into a better financial situation before the club takes on any large projects.
Courtesy Van Repayment.

JM is currently guarantor of the finance on the Van. He has agreed to remain as guarantor for the next 3 months and the new committee will discuss if it is possible to pay it off.

Gaming Income Distribution

N/A

Members Disputes – JM

Staff – JM, TP

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

Happy Hour will be changed as at the 1st of August to 1 hour instead of 2, it will be from 5 to 6pm
TP look at whether it should be 7 days a week or only on certain days.

Repairs & Maintenance Buildings & Grounds – DH, JM

Kitchen Oven and Fryer. - ACTION TP

TP advised that the oven and fryer are both in need of repair and this is ongoing.

TP has a quote to repair the oven which about \$2k and a cost for a second-hand reconditioned oven of \$7955.

TP to investigate Auction houses and trade me for options.

Vanity in the Lounge Area Ladies Toilet - ACTION JM and new Committee

JM to investigate prices of a new Vanity.

The new Committee to decide when this should be done.

Old roofing Iron - ACTION DH

DH advised that the old roofing iron needs to be removed. JP suggest DH contact the Fire Station as they will come and remove it.

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

Gaming Licence

This is currently with the Auditors and will be sent to the DIA as soon as we get them back. We have till the end of July to submit all the documents.

Club Sections – LH

Grant Applications – LH & JP

N/A

Futures Committee – AM & KW

N/A

Health and Safety – GF –

N/A

Managers' Report – July 2020

Well we are starting to get more people frequenting the Club now after the Covid-19 lockdown, we are definitely not as busy as we would like to be but considering we are now in the middle of winter I am not surprised that our numbers are down at the moment.

Uke nights are up and running again and there was a large turnout for their first night back which was lovely to see.

Pool Club, Darts Club and Petanque have started up again it is great to see everyone back at The Club enjoying themselves.

We have some more exciting events about to start up at The Club soon, I have had heaps of interest in our up and coming Line Dancing beginners classes which will run for 6 weeks then we might even be able to run a more advanced class of the end of this.

We have also had a lot of interest in starting up a Quiz night, Robbie has a friend that would be happy to volunteer his time to run this evening, so we are looking at starting this up soon.

Our revenue is picking up slowly again which is great to see and our monthly profit is gaining momentum, we are all being extremely vigilant where it comes to any spending which is really showing in our bottom line.

I am looking forward to the end of winter and heading into spring and summer I am sure we will pick up and hopefully exceed our own expectations.

Tina Price
Club Manager

NEW MEMBERS NEW MEMBERS July 2020:

Neil Sadgrove, Katherine Davies, Frederick Johansson, John Bryham, John Lee, Neil McInnes, Chanelle Venter, Donna Ashby, Robert Gill, Sonya Fletcher, Ben Croft, Katrina Gregory, Bob Bain, Mark Pullenger & Talei Gutry.

Approved: DH
Seconded: JP
Carried: Yes

General Business

Black Folders

JM asked that the committee members who are standing down please return the Black Folders to the office.

Outgoing President

All committee members thanked JM for all his exceptional leadership, skills, and empathy. JM has been a credit to the Club, Committee and Staff.

Outgoing Committee members

JM and the Committee thanked JP & AM for their support and experience that they had brought with them. And they had enjoyed working alongside them.

JM thanked all the Committee members and said that he had been on committees for 30 odd years and this has been a great Committee. He wished the Club all the success in the future.

MG thanked the Committee for having her on the Committee and wished both the members who were staying on and those who are leaving.

Playground Area

JP advised that was on hold due to the Covid-19.

Meeting Closed 5.55pm

NEXT Meeting Monday the 17th August AT 6PM