

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

Held on Tuesday 19th October 2020 AT 6.07 PM

		Present	Apolo	Absent
Leigh Hunt - President	JM	Y		
Kris Wintle - Vice President	KW	Y		
Bruce Beale	BB	Y		
Geoff Black	GB	Y		
Terrence Darwent	TD	Y		
Gordon Finlayson	GF	Y		
Dave Henderson	DH		Y	
Alida Van Niekerk	AV	Y		
Tina Price - Secretary Manager	TP	Y		
Michelle Drummond			Y	
Gerry Mulligan - Representative Bowls	GM	Y		
Barbara Pengelly	BP	Y		

LH welcomed all to the meeting.

Minutes of previous meeting 21st September as circulated were taken as read & confirmed:

Proposed: GF

Seconded: KW

Passed: Carried

Matters Arising:

Proposal for new phone system

LH advised that we have received a proposal for the upgrade of our current phone system and a move to fibre, which will be a saving of around \$161 per month.

Proposed: LH

Seconded: BB

Passed: Carried

ACTION - MD to contact spark to give them the go ahead.

Update of Club restructure

To be discussed in committee.

Correspondence

Correspondence: In

DH Letter of Resignation from the Committee

LH advised that just prior to the meeting DH gave him his letter of Resignation.

Letters re Club Restructure

Ann Kitchener

Susan King

ACTION LH – Once Leigh has received professional advice a response will be sent to both parties.

Ken McLeod – request for Sponsorship & Club Shirts to attend the Clubs NZ National Bowls 4s Championship.

It was agreed to give the team \$700.00 towards the cost of their trip.

Proposed KW

Seconded: GF

Carried – Yes (4 for, 1 Against & 2 Abstained)

Correspondence: Out

Letter to Members re restructure – 25th September 2020

GM said this should be tabled and asked for clarification re Club losses. GM asked if these figures went through the accountant.

LH advised that these figures are what appear in our Annual Accounts.

Financial:

P&L Accounts:

Approved: GF

Seconded: KW

Passed: Carried

Payables: -

Approved: GB

Seconded: AV

Passed: Carried

Areas of Responsibility Reports:

Financial GB & DH - Signatories –LH & KW -

MD advised that the Signatories at ASB have been updated.

Gaming Income Distribution - N/A

Members Disputes – LH & KW

Staff – LH & KW

Staff Uniforms – MD advised that the staff uniforms need replacing as the current ones are getting tired.

MD suggested that we use the Club Shirts as we have already purchased them, and they are cheaper than the current uniform. It was agreed to use the Club Shirts.

Passenger Licences

ACTION - MD to check on how the Passenger Licences are coming along.

Marketing, Events & Promotions – AV

Radio Advertising

TD suggested that we add to the Radio Ad the Courtesy Van.

ACTION - AV advised that she could make changes.

Melbourne Cup Day

AV advised that she has organised a DJ to play from 4pm.

The Club will be decorated with Balloons, TD will deal with the Sweepstakes.

Prizes to be Bar Vouchers – credited to members cards.

GB has organised 2 helpers to assist people with the SST.

AV has created a New Look Facebook Page and also put the Club on Instagram.

ACTION - MD to advise AV what is going on at the Club

20th November 2020

TD advised that there is entertainment on the 20th November – Erana \$250.

Repairs & Maintenance Buildings & Grounds – BB

Interior Painting

The Committee gave to go ahead to finish the interior painting of the Club

ACTION - MD to contact David Just to arrange

Gutters need clearing

ACTION - BB to organise to get the Gutters Cleaned.

Trophy Cabinet

KW has got a quote to repair the glass on the existing cabinet and has sourced key so that it is now lockable.

KW ask BP to asked bowls if they are prepared to pay for the repairs to the cabinet.

ACTION BP

Foyer Area

AV had a quote for two chairs and a coffee table between \$1000 & \$1200.

This was put on hold for the time being.

Light for above new “The Club” sign.

ACTION - MD to organise a Solar light to go up to light up the sign.

Compliance, Gaming & Liquor – LH & DH

Machine Income

LH would like to a report on the income per machine.

ACTION - MD to prepare a spreadsheet.

Club Sections – TD

Raffles

ACTION - TD will organise Ham’s for Xmas Raffles commencing at the end of November

He will do 4 meat raffles and 4 Ham.

Grant Applications – N/A

Josh Perkinson – Sponsorship to Central Plateau. (\$1500).

ACTION - MD to send a letter due to the current circumstances his application has been declined.

Futures Committee – N/A

Health and Safety – GF

GF suggested that we need trained First Aiders.

ACTION - GF & MD to organise the staff for First Aid training

Kitchen

KW advised that the Food Safety Plan (MPI) requires us to provide a separate Kitchen for the Bowlers.

ACTION - KW will met with Bowls to discuss.

NEW MEMBERS September 2020:

Robin Pole, Brendan Clarkson, Georgina Clarkson, Bruce Hathaway, Kylee Newbold, Mark Newbold, Glenn Viggars, Ross Easton, Keith Seabourn, Adrienne Seabourn, Annie Marriott, Nigel

Griffiths, Brett Storey, Gill Storey, Michelle Buckley, Christine Dixon, Denise Thomas, David Thomas, John Doherty, Elvys Puku, Sheryl Puku, Carole Lichtnecker & Jason Archibald.

Approved: GF

Seconded: KW

Passed: Carried

General Business

Civil Defence – Generator

LH advised that they want us to put in a large power plug into our building at our cost. The cost is \$2500. They also asked that we put on at the Golf Club.

They will not leave a generator onsite at all times but would bring one to use should there be a Civil Defence Emergency.

GF advised that should there be a Civil Defence Emergency they should pay for the use of our facilities.

ACTION – LH to follow up.

BHB

MD to get a list of those who play Business House Bowls to find out who are not members. Those that are not members need to sign up.

Social Membership

LH suggested that we introduce a social membership for 3 months.

MD to check with Clubs NZ

Membership - Subscription Reminder

MD to send out a friendly reminder for overdue subscriptions.

The due date is currently extended to the end of November.

Locks on the Doors

BB has ordered new locks for the external doors.

BBQ

TD is currently cleaning all the BBQ's.

Kitchen Rent

KW to talk to the Kitchen and advise them that the Club will be charging rent from the 1st November.

Club Opening Hours

Currently the opening hours are from 2pm to close due to Covid. MD requested that we now open from 12pm till close.

The Committee agreed.

In Committee

8pm the Committee went into Committee.

NEXT Meeting 6pm Monday 16th November 2020.

The Committee went into Committee

Meeting Closed at 8.17pm