



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

Wednesday 13th September 2023 AT 5.00 PM

| | | Present | Apologies | Absent |
|-----------------------------------|----|---------|-----------|--------|
| Alan McIntyre President | AM | Y | | |
| Denise West Vice President | DW | Y | | |
| Bruce Beale | BB | Y | | |
| Phillip Johnson | PJ | Y | | |
| Leigh Hunt | LH | Y | | |
| Chris Allen | CA | Y | | |
| Paddy Kneller | PK | Y | | |
| Kelly Brown | KB | | Y | |
| | | | | |
| Brett Goodley | BG | Y | | |
| Dave Frame - Representative Bowls | DF | Y | | |

Welcome

Meeting commenced at 5.00pm

Minutes of previous meeting August 2023

Proposed: LH

Seconded: DW

Passed: Yes

Matters Arising:

It was confirmed that the Trappers Dinner is a regular meeting. Had one last week and there was about 23 people there.

AM checked pricing for the Beer towers and believed they were way more expensive than what we had been quoted. AM will check again and look at different sources- Clubs NZ and place in Whangarei.

Bowling Club – David Frame

DF noted that “Have a go day” went well with 22 people there and keen. They will receive coaching for 3 weeks on a Monday to see if they like it. If they wish to continue they must join. The Bowls club has lost 12-14 members for various reasons so it would be good to get some new people.

DF noted they had their Committee meeting on 12.09.23 and the Deed of Debt was on the agenda. It was proposed that the deed of debt be halved and it was presented to the Committee and went to a vote. The result was 6 to 4 in favour of halving the debt. DF hopes to put it on the Agenda at the next AGM to wipe the balance.

AM suggested and it was agreed that The Club will let things settle until the 10th October 2023 and then we will proceed with the Lawyers drawing up documents etc.

Bar Report - Brett Goodley

BG presented his report. Revenue was up however GP down, YTD GP is ok.

BG noted the stock level variances, no reasoning behind purchasing, seems to be adhoc, he will investigate. AM said we need to find out why the GP has dropped that much. BG to look into it.

BG said staffing levels nearly back to normal, another 1 to start 1st October. Once all on board and trained he will reintroduce staff meetings. First Aid course held here next Tuesday.

The Kitchen has now opened for brunch/ lunch and is doing well- good numbers coming, favourable comments on social media and good numbers requesting Membership forms.

BG noted the change in Gaming regulations. LH presented the gaming figures and we are well above the same time last year. BG presented Committee with documents about the regulation changes which will fully come into effect on 1st December 2023. BG would like us up and ready by 1st November, so fully aware of requirements as DIA will be doing spot checks. DIA to send instructions, promotional package with posters etc. Mid- Nov we are running a training course here for the Kaipara/ North area.

Correspondence: In

Mobi-Kair Water Tank Cleaning: after repairing 1 tank he recommends we look at the cracks in the 2nd tank that were noticed during the clean. **AM noted that the cracks have been there a long time so we will just roll with it for now.**

Received our Class 4 Venue Licence and Operator Licence from the DIA

Report from Elaine re the Ukelele Festival. **AM read out the report, they were very grateful for the sponsorship. They had 126 registered people and 86 were from out**

of town. Many favourable comments from attendees and they have decided to hold the Festival bi- annually.

Response from Mike Howard re Lookout. Council is aware of the community interest and they are to take responsibility for fixing it as it is a health and safety problem. They will provide reports as to the safety problems causing the current closure. Committee decide to wait for the reports before deciding further action.

Request for Funding from Mangawhai Daring Trust.

Quote from Construction Art for Front extension- covered in general business.

Correspondence: Out

Letter to Mike Howard (KDC) re Closure of Lookout

Financial Report:

August 2023 Accounts

Approved: PK

Seconded: CA

Passed: Yes

Committee Reports-

- **Finance (AM)**

N/A

- **Members Disputes (LH)**

LH mentioned there was a new member and guest who have been refused Membership and banned from the Club. To date there has been no further interaction with the people involved.

- **Staff management/Budget/Future funding (AM, PJ, CA)**

It was noted that many of the Committee do not know about staff coming and going. CA said they all need to be on the same page and they should be made aware. Need to be informed so in turn can respond if questioned by the Members, who the Committee serves. AM to ask BG about staff contracts and process for the new staff.

- **Marketing & Promotions/Events/Entertainment (DW, KB, Admin staff)**

DW noted that all her information has been handed to BG.

- **Repairs & Maintenance Buildings & Grounds (BB, LH, PK)**

BB said that the carpet squares at the bottom of the upstairs office stairs need a proper stair nosing. BB and LH to look into.

- **Compliance, Gaming & Liquor (LH, AM)**
N/A
- **Club Sections (BB)**
N/A
- **Grant Applications (AM, PJ)**
Mangawhai Daring Trust. There was a request for \$ 10k to partially fund a feasibility assessment of the proposal to move the Daring on site. AM to go back to them and request further information.
- **Health and Safety (AM)**
N/A

NEW MEMBERS

Lance Roberts, Karen Cantley, Suzi Renall, Mitchell Clough, Rob Chisholm, Chris Denly, Karen Thompson, Joe Baron, Peter Grove, Martin Perry, Fiona Perry, Nina Hawke, Gregory Coc-kroft, Grant Souness, Glenda Foss, Tim Stewart, Cushla Primrose, Lance Primrose, John Langford, Vicki Langford, Zoe Englefield, Angela Townsend, Melissa Ascott-Jones, Logan Marcroft, Ray Doherty, Brett Hopper, Samantha Mackey-Wood, Emma Marshall

Approved: PJ

Seconded: PK

Passed: Yes

General Business:

Gaming rules change:

Some of this was noted in BG report. New regulations propose that every 20mins. staff have to go in and check on the players and record it. This could cause privacy issues, abusive players etc and time constraints on staff. May need 1 person dedicated to doing that. There will be training provided and posters to alert players about new changes. AM said we can claim more to help cover costs but we also have to protect the staff through support and training. Committee all given documents by BG to read and become familiar with new requirements.

Incorporated Society change:

In October the registration for this opens and we have 2 years to complete it and upgrade the Constitution if required. AM believes this should not impact us too much and there should not be too much to do.

Front courtyard:

AM has received a quote and was surprised at the total however other Committee members mentioned that is about as expected. It does not include the built in furniture. AM suggested we look at outdoor furniture to furnish it in the interim.

AM to do due diligence and get another quote.

LH mentioned we still need to go with it and get it done as we need the space.

CA said it would be good to have a smart, modern, upmarket conference room area as well as enabling Club members to sit outside in the sun.

Car park:

AM looking into a Company recommended by Fraser, AM will get a quote, but believes it is better to do repairs for now. The Golf club has a line marking machine and is happy to help. We could sweep the lines and re-mark them in the interim.

Solar power/ Air con:

AM noted that it has been chilly in the Club this winter and forecast to be hot this summer. Members have requested some form of heating so AM will get quotes for air conditioning. Noted that despite the high ceiling the fans should help. Also mentioned possibly tidying up the ceiling, make it “pretty” at the same time.

Possibly drape flowers/ vines over the framework or add a suspended ceiling.

PK to look into possibility of installing Solar panels for power costs, preferably not via roof penetration as we have enough leaks and suspect areas.

Kitchen- gas oven, front face, dishwasher bench top:

AM noted that the old gas oven is still playing up despite numerous attempts to fix it. Said the Café is running well, leave it for a few more weeks and may have to get a new oven. They are also running out of room with the cabinet food on the bench. Suggested installing an under bench refrigerated cabinet and possibly moving the chiller to open up a room off the back of the Bar for storage, secure counting area and office for operating new DIA Compliance reports etc. AM to investigate further.

CA noted that with the Café open, new groups of people entering the Club are not sure of the rules, times etc. Suggested a sign on the front door.

LH noted that the Van continually needs repairs, has rust in it and should be looked at being replaced. Other Committee members not aware of issues. BG to advise.

Meeting Closed at 7.00 PM

NEXT MEETING: tba October 2023 – 5pm