

MINUTES OF EXECUTIVE MEETING OF THE MANGAWHAI CLUB INC
held on Thursday, 22 July 2021 AT 5.00 pm

		Present	Apologies	Absent
Leigh Hunt - President	JM	Y		
Kris Wintle - Vice President	KW	Y		
Bruce Beale	BB	Y		
Terrence Darwent	TD		Y	
Gordon Finlayson	GF	Y		
Alida Van Niekerk	AV		Y	
Jane Parker	JP	Y		
Michelle Drummond	MD		Y	
Robert McCartney	RM	Y		
David Frame	DF	Y		

WELCOME

LH welcomed David Frame as the new Bowling Club Representative. LH advised the Committee was looking forward to working with him.

MINUTES OF PREVIOUS MEETING – 21 June 2021

The minutes of the previous meeting on 21 June 2021 were approved.

Proposed by: JP

Seconded by: BB

BAR MANAGER REPORT – See attached.

The Bar sales were down 14% on the prior month. This is the normal pattern during the winter months. It was recommended that there is more focus on creating ‘winter based’ activities to increase the sales in future years.

Gaming Profits

The gaming profits were down 13% on the prior month. This is the normal pattern at this time of year. Pamphlet to be produced for the Club to advise recipients that the Club has a gaming area.

JP/LH

Poker Evenings

It was agreed Poker Evenings should be held on Thursday evenings.

BB

BOWLING CLUB REPORT

- The Winter Bowls are going well having full greens each week. These bowls will keep running right until the end of the programme.
- The Bowling Club is happy with the initial shelter upgrade. The Bowling Club has called for volunteers to assist with labour. Alan McIntyre running the refurbishment. If there are volunteers, please contact Dave or Alan. The Club is hoping for a gang of helpers for 12-18 months. Lyn will include the request in her communications. Alan currently has approximately 10 people on his list. KW advised that Wayne’s contact may provide a cheaper aluminum supplier.
- The Bowling Club has a new Committee. Barbara Pengelly as President and Dave Frame as Vice President.
- The Committee has created a separate Committee to liaise with the Mangawhai Club. LH advised the Mangawhai Club welcomes this initiative.

- The Bowling Club Mangawhai Men's 4 will now be held in early April 2022. MD to liaise with Dave to confirm dates in April 2022.
- KW advised that the Mangawhai Club is happy to work with their database to fill the November date in tandem with the Bowling Club or separately as the Bowling Club requires. DF to advise.

GENERAL MATTERS ARISING FROM MINUTES

Bowling Shelters

There has been positive feedback on the shelters. LH thanked Bruce and Alan.

Painting

LH advised the painting looks good. It was suggested that the water tanks needed to be done. MD to follow up quote for this work versus volunteers painting the tanks.

CORRESPONDENCE: IN

A letter from the Pool Club had been received requested sponsorship of their attendance at the Warkworth District RSA for \$140. Approved by KW/JP

It was agreed that there needed to be a more standardized approach to sponsorship requests. This documentation needed to be processed with some urgency. JP/MD

A letter was received from Terrence Darwent, resigning from the Committee. LH has accepted the resignation.

CORRESPONDENCE: OUT

Nil

FINANCIAL – JUNE 2021 ACCOUNTS

The following was noted in the June 2021 Accounts:

- Bar sales down 14%
- Gaming income down 13%
- Membership subscriptions up 5.6%
- Creditors in order
- Debtors were noted and MD to ring the outstanding for resolution promptly.
- Balance sheet concern over Holiday Pay levels. KW to resolve with MD.

Approved: JP

Seconded: KW

Passed: Carried

COMMITTEE MEMBER UPDATES

Financial – LH/JP

All debtors to receive monthly statements until payments are received. Debtors over one month old to be contacted by phone directly to ensure prompt recovery of payment.

MD

Draft Financial Accounts to be received by LH and JP by the second Monday of every month. MD to organize a discussion on the draft accounts before completion and distribution. Distribution to Committee Members to be on Thursday prior to Monday meeting at the latest.

MD

Gaming Income Distribution

All communications from the DIA are to be copied to LH as President in every instance.

MD

Gaming Licence has been submitted.

Member Disputes – LH/KW

Clarification required on the terminology for staff, when dealing with members, socialising in the gaming etc area. KW to meet with MD and RM.

KW/MD/RM

Staff – LH/KW

Holiday leave discussions to continue. MD to provide spreadsheet of annual leave status each month.

MD

Marketing, Events & Promotions

LH requested a flyer be created promoting what the Club offers. This flyer to be distributed to new members with their cards, motels, B&B, Book a Bach, Information Centre, Markets and so on. LH requested the flyer be completed by the end of August 2021.

LH/JP/MD

Repairs & Maintenance Buildings & Grounds – BB

Repairs on windows completed.

Re-covering of 2 gaming chairs to be updated.

MD

Painting the outside of the Club House^[1]_[SEP] continues. Water Tank painting update.

Compliance, Gaming & Liquor – LH

Club Sections – TD

Steve Davis

LH requested that Steve attend the meeting and update the Committee on the subsections. Steve will provide a balance sheet format for each individual subsection. MD to work with Steve to ensure the balance sheet figures match the accounting figures.

MD/SD

Darts

MD to promote Darts weekly on FB and Instagram. Tina to provide imagery and wording. Tina to supply photos to MD for Instagram.

Grant Applications – MD

GF to check whether children's area for community use at the Club would fall under the parameters with Jenny Rooney.

Futures Committee – LH/KW

LH working on Children's area within the Club.

Health & Safety – GF

Staff need to be updated on Health & Safety requirements with suppliers and contractors in the next fiscal year.

Membership

NEW MEMBERS AND RETURNING MEMBERS June & July 2021

Vanessa Keridge, Ross MacFarlane, Rae McKinley, Patrick Butler, Jason Fell, Vicki Reid, Philip Norman, Sam Holdich, Brian Palmer, Dylan Griffin, Gordon & Karen MacKenzie, Tyler Wood, Glenise Stone, Aimee & Shane Whitmore, Vanessa & Simon Coles, John & Anne Land, Roly Rogers, Andrea Garea, Sonya Glover, Andy Brown, Carleen & John Dewes, Carwyn Davis, Neala Dewes, Maunga Niha, Kevin Flynn, Rachel Sinclair, Isabel Hollis, Brain Hollis, Sharon Wilson, Tere & Peter Farnham, Aaron & Ashika Larking, Darrell Hall, Bridget Heran, Noel McCarthy, Christopher & Suzanne Lockett, Lindsay Harris, Richie & Sharon Evans, Troy Parkinson, Kelly Blither and Cherie & Peter Adkins.

KW advised the Club had 1,445 members.

General

DF advised that the Bowling Club would be extending Twilight Bowls before and after Christmas. DF is coordinating the Twilight Bowls. DF would like the option of prize vouchers. JP to discuss with MD the process for this option. JP/MD

Business House Bowls. DF to advise who is coordinating the Business House Bowls. KW raised the matter of the requirements for attendees to be members of the Club. DF to let the Club know regarding temporary membership option. DF

Meeting closed at 7.00pm

NEXT MEETING: Monday, 23 August 2021 at 5.00pm

Bar Manager report July 2021

Bar Sales

June was a great month for the bar, The big screen for the rugby and league games were showing in weekends seem to be getting busier and the atmosphere in the club is very positive.

Staff Training

As your aware Zak has taken 3 weeks off and will be back on the 27th of July when he returns I'm arranging for all staff to go through a inhouse course on how to say NO and dealing with intoxicated patrons organised and run by Kaipara alcohol accord group.

Poker Evenings

We have had to move it to a Thursday night and only had couple of poker nights this month due to attendance but getting a lot of interest and both myself and Bruce are recruiting more people to play.

Courtesy Van

The Courtesy van has been having a problem with the external step extending automatically and rust that is starting to appear around the vehicle it has been taken back to the dealer for a inspection and were waiting on a date for repair

Maintenance

I have managed to repair the spot lights out the back heading towards the back car park plus have been given by our supplier new paper towel dispensers for the bathrooms at no cost which will save the wastage

Regards

Robert McCartney
Bar Manager