

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

Held on Tuesday 22th June 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 20th May 2020 as circulated were taken as read & confirmed:

Proposed: JP

Seconded: GF

Passed: Yes

Matters Arising:

1. ASB Loan Application – under finance
2. AGM 25th July 2020 – JP
Notice of the AGM and request for Nominations and Remits was sent to members on the 10.06.2020.

REMIT 1

11. APPOINTMENT OF EXECUTIVE MEMBERS

- (iv) To be eligible for the position of President and Vice-President one must have served at least 12 months on the Committee within the last 2 years and been a Financial Member of the club for the last 2 years.

Change to:

11. APPOINTMENT OF EXECUTIVE MEMBERS

- (iv) To be eligible for the position of President and Vice-President **at least** one must have served 12 months on the Committee within the last 2 years and been a Financial Member of the club for the last 2 years.

3. Donations from Members – Covid-19 – under finance
4. Coffee Van Karen
The Club and Bowling Committee agreed to trial the Coffee Van for 3 months. Karen was notified by telephone and is hoping to be up and running by July.

1st JM
2nd JP
Carried - Yes

REMIT 2

Mangawhai Club Remit AGM 25th July 2020

Proposer: John Phillis member 735

Remit: Subscription Date Change

Presently: 1st October

Proposed: 1st April

To change the annual membership renewal of subscription date to commence on the 1st April.

Explanation:

- To align the subscription date with the Clubs end of year financial date. This date will bring a reduction of administration time both for the office staff and our accountants. (It is their preferred date)
- It brings the revenue forward to help tide the club through their lower income months.

Mechanics:

- Subscription notice to be sent out as per expected in September this year for a once only 18 months sub with the expiry date of 31st March 2022.
- This will eliminate the need to have a six month and then a twelve month subscription which will eliminate unnecessary admin costs.

Immediate financial benefit:

- The Club will receive the \$90 subscription, a sum of over \$100,000 during September and October this year helping the Club best manage the current financial difficulties.

1st JP
2nd DH
Carried - Yes

Both remits are recommended by the Committee.

Correspondence

***Correspondence: In
Mangawhai Bowls re Deed of Debt***

Mangawhai Bowls have advised that they will continue to gift the Deed of Debt at \$27,000 annually.

Tiger Turf – 3rd Green – Tiger Turf meeting on site.

JM, MG & Paul Wightman met with Blair from Tiger Turf on Friday 22 May 2020 to discuss the speed and the stretching of the 3rd Green. TT will re-stretch the carpet in Dec/Jan when the weather is warmer. This will be at no additional cost.

JM asked MG to take to the Bowling Committee meeting that they pay \$4,000 of the outstanding \$5,000. The balance to be paid once the job is completed to our satisfaction.

KDC Covid-19 support.- ACTION TP

KDC have credited \$500 towards the rates, \$391 towards the Club Licence and \$825 has also been credited to our rates for the refund of the building consent.

TP to write a letter to KDC thanking them for their support.

KDC Support Package - ACTION TP

KDC have offered to contribute \$1000 towards professional help. The Club will apply for this to go towards the cost of the Lawyer's fee for the ASB loan.

TP to apply to KDC for the support package.

Correspondence: Out

Letter to Ken McLeod - Debentures

JM replied to Ken thanking him for his suggestion and advised that the Committee may revisit debentures in the future.

Financial:

ASB Loan -Proposal

JM advised that the Bank proposal

\$100,000 Loan to be paid over 3 years at a rate of 1.52%. The first 6 months is interest only payments.

There is no penalty if the loan is paid back earlier.

JM recommended to the Committee that we take-up the loan offer.

Motion Mangawhai Club accept the proposal for the \$100,000 loan.

1st JM

2nd GB

Carried - Yes

The Committee expressed its appreciation to everyone who put all the work in the getting the Loan.

P&L Accounts:

Approved: GB

Seconded: GF

Passed: Carried

MD to contact Helen, Yovich Advisory regarding the monthly Authorised purpose and monthly accrual for Holiday Pay and to check on the reporting of the Government Subsidy.

Payables:

Approved: GF

Seconded: JP

Passed: Carried

Areas of Responsibility Reports:

Financial & Signatories – AM & GB

GF suggested that the Club put away \$500k over the next 12 months as a rainy-day fund.

JM said that this would be the next Committee's decision.

Gaming Income Distribution

N/A

Members Disputes – JM

Incident with a member and the Kitchen.

Went into committee.

Motion moved to contact member.

Staff – JM, TP – ACTION TP

TP advised that Norma Black has left the Club. The reason for leaving is that Norma and Geoff have set-up their own business.

TP to send a letter to Norma wishing her well and to thank her for her time at the Club.

TP advised that we have taken on a casual bar staff member Caitlin Donoghue. Caitlin has experience working in bars and is proving to be a good new addition to the team.

Marketing, Events & Promotions – JP & TP

N/A

Repairs & Maintenance Buildings & Grounds – DH, JM

Leak by the Smoker Shed

DH has looked at the water that is coming of the Shed by the Smokers area.

He advised that there were 3 options on how to fix it and that the first two are very expensive. The 3rd option was to dig a trench and create a soak pit. All the Committee volunteered to help with the work.

Leaking Internal Roof.

DH has been keeping an eye on the moisture from the internal roof and at this stage he has not seen any signs of moisture.

PA System

This will be tested again on Tuesday 23.06.2020 as it is working properly and sometimes it does not. Robbie has spoken with Tim (sound guy) and has made an adjustment which may have solved the problem.

Compliance, Gaming & Liquor – LH, TP

Club Sections – LH - ACTION TP

TP has advised all Adjuncts and Bowls that the Club raffles will be run by the Mangawhai Club for the foreseeable future in order to afford Entertainment.

GF asked if the adjunct sections had been advised that because of Covid-19 there will be no financial assistance from the Club for the foreseeable future. TP to write to all adjuncts advising them.

MG asked if the Club would continue to sponsor Bowls.

DH advised the Club at this time cannot commit to giving any sponsorship at this time.

JM advised that the current Committee will not make any decision on sponsorship.

Grant Applications – LH & JP

Futures Committee – AM & KW

N/A

Health and Safety – GF –

GF thanked all the Staff for their professionalism during Covid-19.

Managers' Report –June 2020

It is wonderful news that we have now moved down to Level 1 and are now operating under the “new” normal.

I would like to thank the Bar Staff for the fantastic job they did working under the Level 2 restrictions they worked hard to provide prompt table service to our Members. I would also like to thank our Members for their patience during this unprecedented time.

Now The Club can start to bring back the events that are enjoyed by so many Members, our Membership Draw has started up again, many attended the opening of Housie last Friday, our Cards & Games nights are now up & running, Pool Club is back in on Thursday nights and I'm sure we will see a lot more starting up in the near future.

The Club is now having to be extremely vigilant when it comes to any expenses outside of the direct costs to run the Club. I have made the decision that for the foreseeable future The Club is to take over the Friday Night Raffles to raise money to be able to put on entertainment for our Members. Thank you to all for your understanding and a Thank You to Bruce Beale who has volunteered to help on Friday nights with the Club's raffles.

Tina Price
Club Manager

NEW MEMBERS NEW MEMBERS May/June 2020:

Ryan Farrelly, Heidi Mulligan, Anna Curnow, Garth Preston, Nicola Sheehy, Rewa Ross, Silva Conrad, Debra Moore, Nicholas Moore, & John Moore.

Approved:

Seconded:

Carried:

General Business

KW mentioned that Friday 19.06.2020 at 7.4pm a bar staff member turned the lights off over her table which she felt was a bit rude as it was only early in the evening to be encouraged to vacate the premises. She did speak to the staff member and they turned the lights back on.

TP to discuss with the Staff member involved.

MG asked that now we are in Level 1 can the Bowling Club now go back to using the Kitchen.
TP said yes.

Meeting Closed 5.50pm

NEXT Meeting Monday the 20th July AT 4.30PM