

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

Held on Monday 23rd March 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 and thanked everyone for attending at this incredible time (Covid 19).

Minutes of previous meeting 17th February 2020 as circulated were taken as read & confirmed:

Proposed: LH

Seconded: GF

Passed: Yes

Matters Arising:

1. Sound System – ACTION - AM

The new sound system is up and running, we are experiencing a few teething problems which are being worked through.

We do need to get a 2nd microphone which AM will source.

2. Caterers

JM had a meeting with the Caterers and due to the current situation with the pandemic has offered them free rent and full use of the kitchen for the time being. They will be doing takeaway meals and deliveries.

It was agreed by the Committee that they could use the Club Van to make the deliveries if needed.

3. Members Draw

This has been put on hold due to Covid – 19

4. Club NZ Conference

This has been cancelled due to Covid - 19

Correspondence

Correspondence: In

Letter Paul Wightman – Bowls NZ

The Committee have received a letter of thanks from the Paul Wightman on behalf of his team thanking the Club for their contribution towards the Charter Club Tournament in Petone.

Letter from Bowls re the Future of the Club -**ACTION TP**

JM read a letter from Bowls re the future of the Club thanking AM and KW for their presentation.

JM to send a letter of acknowledgement and to assure Bowls that they will be informed of any future information.

Shay Lain Smith – Pool Tournament – **ACTION TP**

The Committee received a letter from Shay requesting funding for the Ian McInnes Memorial Pool Competition being held in Papakura in May 2020.

TP to send a letter to Shay to advise that due to the current times we will be unable to fund the upcoming Pool Competition in May.

Carried

Correspondence: Out

Covid 19 – Corona Virus

A letter has been sent out to all members advising them of the Club position during the Level 3 and Level 4 stages during the Covid – 19 pandemic.

Financial:

P&L Accounts:

Approved: DH

Seconded: KW

Passed: Carried

Payables:

Approved: LH

Seconded: KW

Passed: Carried

Areas of Responsibility Reports:

Financial & Signatories – AM, GB

JM advised that due to the Virus income is down.

Gaming Income Distribution – **ACTION MD**

MD to check to see if the Gaming Machines should be left on or turned off during this time.

Members Disputes – JM

N/A

Staff – JM, TP – **ACTION TP & JM**

JM advised that all staff will be kept up-to-date with the current status of the Club during Covid - 19

Marketing, Events & Promotions – JP & TP

N/A

Repairs & Maintenance Buildings & Grounds – DH, JM

Painting – DH & JM – **ACTION MD**

David Just the painter to be advised that the painting of the Club is to be put on hold due to Covid – 19

Archgola-

DH has contacted Archgola and was advised that they are unable to draw up plans of what the area.

Vanity in the first Ladies Toilet **ACTION JM**

JM will look into getting a much need upgrade to the vanity in the Ladies toilet once things return back to normal.

Compliance, Gaming & Liquor – LH, TP

N/A

Club Sections – LH

Everything has been cancelled!

Grant Applications – LH & JP –

JM has spoken with JP regarding the grant application. JP has drafted a letter to go to the applicants to advise that due to the current situation all grant applications have been put on hold.

Futures Committee – AM & KW

N/A

Health and Safety – GF –

GF reiterated that everyone needs to be very careful due to Covid – 19 and that everything needs be put on hold.

First Aid Training

Put on hold due to the current situation.

Managers' Report –March 2020

It's great to see we have started the internal painting of the Club it has really lightened the space up and is looking very fresh and inviting again.

Our new sound system has now been installed and is proving to be a good investment no more screeching when the microphone is being used and the sound quality has improved immensely.

Our new caterer has started at the Club, I continue to hear very positive comments on the food and service which is fantastic and have seen a lot of old faces that were not coming up for meals returning and enjoying the new menu.

Unfortunately, we have seen a downturn in revenue over the past 6 weeks not only on Bar sales but also our gaming, general consensus is this is due to the Covid-19 (Coronavirus) and people preferring to stay away at this time, including most community events that were to be held at the Club being postponed for now.

The Club have introduced a lot of new procedures to ensure the sanitisation of high use areas within the Club including the Bar, all tables and leaners, door handles and of course the Gaming Machines, we have

also spoken to our Caterers in regards to having servers at the Buffet so there is not cross contamination when it comes to diners dishing up their own meals.

We are continuing to monitor this everchanging situation and are doing our best to keep all Members and Staff informed of any updates.

Tina Price
Club Manager

NEW MEMBERS NEW MEMBERS February 2020:

Dylan Jones, Jack Davis, Joe Parle, Hadyn Halls, Debbie Ridling, Jean Vitalis, Bernard Pang, Kevin Tyro, Will Eady, Donna Thompson, Bill Walker, Pearl Smythe, Gerry Hogan, Cheryl Ariss, Derrick Ariss, Christin Thomson, Rachel Greer, George Skeers, Sharon Hardie & Phil Hardie and Erich Oettli.

Approved: KW

Seconded: AM

Carried: Yes

General Business

Dress Code –Motion to change Bylaw (i)

Current

i. Dress Code

All members and their guest shall at all times observe a reasonable standard of dress to the satisfaction of the Committee and members may, after being cautioned by an officer or member of the Committee, be suspended by the Committee on such terms as the Committee thinks fit. In particular, bare feet, jandals and observable singlets shall not be worn in the club after 6pm, or at the discretion of the Executive Committee.

Motion

i. Dress Code

ii. All members and their guest shall at all times observe a reasonable standard of dress to the satisfaction of the Committee. Members may, after being cautioned by an officer or member of the Committee, be suspended by the Committee on such terms as the Committee thinks fit. In particular, bare feet.

Moved: DH

Seconded: LH

Carried: Yes

Any Other Business

AGM Date

The AGM date will be advised at a later date.

Meeting Closed 5.15pm

NEXT Meeting Monday the 27th April AT 4.30PM TBC