

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

Held on Tuesday 16th November 2020 AT 6.07 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		
Michelle Drummond	MD	Y		
Barbara Pengelly	BP	Y		

LH welcomed all to the meeting.

Minutes of previous meeting 19th October as circulated were taken as read & confirmed:

Proposed: KW

Seconded: GF

Passed: Carried

Matters Arising:

Interior Painting

MD confirmed that the Painting of the rest of the Club House was underway.

MD advised that we need to choose a colour to go behind the bar.

ACTION – AV, KW & MD to consult and choose a colour for behind the bar.

New Phone System

AV asked where we are at with the new system.

LH advised that he will be meeting with North Power to arrange the Fibre connection.

ACTION - LH

Sub Section Kitchen

LH & KW meet with Bowls to discuss the additional Kitchen.

Part of the downstairs office will be converted into the additional Kitchen.

Bowls have requested a double oven, a Zip and an upright freezer to be provided.

The Steriler unit in our current Kitchen will be installed in the Sub Section Kitchen and we will replace the one in the Kitchen with a bench top one.

BP mentioned that we do not have enough plates & cups. KW will do a stocktake with Talei and to ascertain how many extras we will require. We need to be able to cater for up to 150 people.

KW currently getting quotes for the units and equipment and LH & BB will do the building work.

ACTION – KW & LH

Correspondence

Correspondence: In

GB email of Resignation from the Committee

LH advised Geoff Black due to personal commitments he was resigning from the Committee.

ACTION – All committee members have a think if they know anyone that would like to join the Committee, preferably someone with a financial background.

ACTION LH to write to Geoff and thank him for his efforts on the Committee.

Letter from P & M Rowland concerned about the Friday night loud music, announcements/raffles and unwelcome feel.

TD advised that he will, no longer make the Friday announcements.

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

ACTION – MD to write to Ken to advise that Club would sponsor the team \$700.00 towards the cost of their trip and provide each team member with a Club Shirt.

Correspondence: Out

Letters re Club Restructure

Ann Kitchener

Susan King

LH – replied to both parties re the club restructure.

Josh Parkinson – Sponsorship to Central Plateau – Adventurous Exploration

MD emailed J Parkinson advising him that under the current circumstances the Club was unable to give any financial assistance, however offered them the opportunity to contact us if they would like to utilise the Club for a fund raising event.

Financial:

P&L Accounts:

Due a heavy work load the P&L was not complete.

Once completed they will be emailed the Committee for Approval.

Approved:

Seconded:

Passed:

Payables: -

Approved: BB

Seconded: AV

Passed: Carried

Areas of Responsibility Reports:

Financial - LH

UDC Finance – Courtesy Van – John Merrick Guarantor.

The Committee agreed to pay the remaining finance on the Courtesy Van so as to relieve John Merrick as guarantor.

ACTION – MD to contact JM and liase with UDC to settle balance owing.

Proposed: BB

Seconded: GF

Passed: Carried

LH suggested that we put 50k on a 6month term deposit, for the future.

All agreed.

ACTION: MD to put 50k on term deposit.

Gaming Income Distribution - N/A

Members Disputes – LH & KW

Staff – LH & KW

LH & KW met with J Rutledge to formalise her contract.

Marketing, Events & Promotions – AV

Mangawhai Focus

AV presented pricing for advertising in the Mangawhai Focus.
3 x Quarter page Advertisement at a cost of \$258 per advert.

Temporary Membership – Change from 1 month to 3 months.

MD advised that after discussions with Clubs NZ this can only be changed at an AGM or SGM as it is in our constitution.

The Committee agreed this should go to the AGM to be changed.

Radio Advertising

AV advised that the Radio advertising has attracted some new members to the Club and that she has made some minor changes to the radio advertising which include the Courtesy Van.

New Year's Eve

This year the theme is Gatsby

Entry will be free for members and non-members will be charged \$10.00 which will include a one-month temporary membership (T&C's will apply).

Foyer Area Furniture

TD mentioned that he was not happy that the committee where not consulted on the purchase of the Furniture.

There has been lots of positive comments on the new look foyer area.

GF suggested that any purchase over \$300 must go through the committee (via email).

Proposed: GF

Seconded TD

Passed: Carried (5 for - LH abstained).

Special Guests

TD advised that he would be bringing some special guests to the Club on the 30th December.
They will take up the Temporary Membership.

Repairs & Maintenance Buildings & Grounds – BB

Cleaning Gutters

BB has nearly finished clearing the gutters.

Trophy Cabinet

KW advised that the cabinet has been relocated to the main hallway.

KW has received a quote to repair the cabinet at a cost of \$1000 and asked this be approved.

Proposed: AV

Seconded: BB

Passed: Carried.

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

ACTION BP

Compliance, Gaming & Liquor – LH & DH

Gaming Machine Upgrades

LH advised that after an analysis we have 4 poor performing machines (Machines 5, 8, 1 & 9).

United Gaming have given us a quote to replace the 2 worst performing machines with new ones and replace one machine with a preloved machine and to convert the remaining machine with newer games.

The cost for the upgrade is \$32K. There maybe some additional cost for installation.

Proposed: LH

Seconded: BB

Passed: Carried

LH will contact united gaming to see if we can pay \$15k now and pay the remainder off over 6 months.

ACTION - LH

Club Sections – TD

Grant Applications – N/A

Futures Committee – N/A

LH suggested that we reinstate the future committee.

ACTION - KW to approach previous members of the futures committee to see if they would like to come back on board.

Health and Safety – GF

First Aid Training

GF advised that 4 staff members attended First Aid training on Thursday 12th November 2020.

NEW MEMBERS Oct/Nov 2020:

Bev & Philip Revell, Derek & Lynn Watts, Del & Craig Allen, Sarah Dymock, Brett McDowall, Simon Te Kiri, Arthur Leppard, Luke Chapman, Nora Curteis, Nathan Keenan, Carol & Tim Brown, Alf Flavell, Jonathan & Lara Dalkie, Jane & Grant Parker, Shirley Emerson, John Mabin, Annette Chillingworth, Eric Searancke, Nigel Cummins, Kim Southgate, Michael Court, Christine & David Malpass, Reagan Smith, Alex & Cher Davis, Colin Watt, Gary Colhoun, Henry Drury, Joshua McInnes, Tracy Furse & Matthew Bellany

Approved: GF

Seconded: KW

Passed: Carried

General Business

Bowls

BP asked that the Bar Staff police the Bowling greens to ensure that bowlers don't use them when they are closed.

LH advised that this is the responsibility of the bowlers to police not the Bar Staff.

Club Raffles

BP asked if the Bowlers could be put on the Friday night to raffle roster.

The request was declined. However, if they are representing the Charter Club then they can apply to run a raffle.

Locks on the Doors

BB will source the locks for the Club house doors.

ACTION – BB

Meeting Minutes

AV requested the meeting minutes are done by the end of the week following the meeting.

Courtesy Van

AV suggested that an email be sent out to members advising ‘Please be ready 15 minutes either side of your pick up’. There has been an instance where the van has been turned away and asked to come back as the passenger where not ready.

Also, to advise members that there will be no pickups on a Friday between 6 and 7pm.

Staff Xmas Function

MD requested a budget for the staff xmas function.

Approved: TD

Seconded: AV

Passed: Carried

Clubs NZ Conference

LH asked that himself and MD attend the conference in Christchurch next Year.

The committee approved.

Meeting closed at 7.20pm

NEXT Meeting 6pm Monday 14th December 2020.