

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

**Held on Monday 21<sup>st</sup> January AT 4.58PM**

		Present	Apologies	Absent
John Merrick President	JM	Y		
John Phillis Vice President	JP	Y		
Alan McIntyre	AM		Y	
Mona Guttenbeil	MG	Y		
Dave Henderson	DH	Y		
Ngare Price	NP	Y		
Shayne Stuart	SS	Y		
Kris Wintle	KW	Y		
Tina Price Secretary Manager	TP	Y		
Michelle Drummond		Y		
Ron Heaton Representative Bowls	RH	Y		

**Welcome**

**JM** Welcomed all to the meeting

**Minutes of previous meeting 17<sup>th</sup> December 2018 as circulated were taken as read & confirmed:**

**Proposed: JP**

**Seconded: KW**

**Passed: Yes**

**Matters Arising:**

**1. Dart Boards**

The Dart Boards area has now been roped off. This area is mostly used on Tuesday and Friday nights. TP will monitor the roping off of the area.

**2. Catering**

JM advised that Karl and Anita are now catering at the Golf Club. There has been no affect on our Club however we will continue to monitor. Once Bowls commences Karl will caterer lunches here.

**3. Third Green**

JM had a meeting with Graham Bayes, Paul Whiteman and Shayne Stuart. Graham has analysed the reports from Tiger Tur and JM has requested more information from Tiger Turf. JM will try and get compensation of approx \$8K.

**4. Staff**

Moved in to Committee

**5. Courtesy Van**

TP advised that the Club Van goes to Whangarei twice a week (Tuesday & Wednesday). This service is for members who cannot drive themselves. The van takes 5 passengers plus the driver on each trip. The cost to the Club is Petrol and Maintenance. Len Bird organsies it.

## 6. Correspondence

### Correspondence: In

1. Another letter was received from Ray Garnett dated 14.01.19  
KW asked if Ray was present at the time of the incident. The answer was No. Therefore he is acting on hearsay.

#### Question:

Ray Garnett mentioned that the minutes of the December meeting had not been posted on the notice board.

#### Reply:

The minutes are not posted on the notice board until they have been ratified by the committee which is always at the next meeting.

JM advised that the Committee will send Ray a letter acknowledging receipt of his letter and that the Committee feel this is the end of the matter.

2. JM met with Wayne Neal and presented him with his letter. Wayne took the letters to the other parties involved.
3. Letter Received from R Heaton advising that Wayne Neal has been using the incinerator. R Heaton said the incinerator needs to be removed.

R Heaton mentioned that when Wayne is spoken to regarding the Greens he either ignores the situation or goes on the defence.

JM replied that Wayne is responsible to the Club and the The Greens Superintendent as appointed by Bowls.

A meeting is to be arranged with JM, Wayne Neal, Ron Heaton, Dundee and Colin Neal to discuss.

4. JM to advise Wayne Neal that he must not serve drinks from the Bar in the absence of a Duty Manager.
5. Letter of appreciation was received from the Tennis Club for the funding support.

### Correspondence Out:

**Proposed: SS**

**Seconded: MG**

**Passed: Yes**

### Financial:

#### Revised P&L Accounts:

**Approved: JP**

**Seconded: NP**

**Passed: Yes**

### Payables:

It was noted that the account from Yovich Accountants was higher than expected and JM will follow up on it.

DH mentioned the Stock Variance was high? TP to look into and check with the accountants.

Wages cost are up due to 3 pays in Dec, Final Pay for Joanne and TP Back pay.

KW asked about the number of bar staff on – TP to talk to Zac.

JM said the Pacific Coast Surveys cost was high and he would look into it.

**Approved: KW**

**Seconded: SS**

**Passed: Yes**

#### **NEW MEMBERS December 2018:**

Sarah Cleaver, Glen Donovan, Gordon Perry, Susan Davidson, Carol Wakefield, Gary Langridge, Annette Johnson, Ian McCauley, Gary Johnson, Tom Brockelsby, Heather Johnson, Richard Bell, Renata Blair, Jeannette Reid, Bradley Jonas, Simon Cox, Michelle Drummond, Nicky Third, Gary Hambrook, Chris Gore, Suzanne Renall, Jacqueline Ford.

**Approved: KW**

**Seconded: SS**

**Carried: Yes**

#### **Manager's Report – Happy New Year to all.**

We have had a great Christmas/New Year's period without too many hiccups and the issues we have had have been a great learning curve for myself & the staff.

I would like to thank all the Staff for going the extra mile and for all the extra hours they have put in to cover this busy time of the year.

Our Courtesy Van was working overtime over the Christmas/New Year's period, I was very glad to see that our Members used this service to keep themselves, family and friends safe.

We have the Tina Turner Tribute here on Saturday 26<sup>th</sup> January, we have sold some tickets and hope to sellout again and make this night a great success for all.

Looking forward to all the wonderful things we can achieve in 2019

Kind Regards

Tina Price

#### **General Business**

##### **1. Marketing and Events**

Website work in progress. Caren from The TreeHouse Creative to meet with MG and TP.

Events to be organised with MG and TP a meeting to be arranged.

Winter Time – Once the Games Night has finished MG working on organising a Trivial Pursuit evening.

##### **Handbook**

MG apologised for the delay in organising the Handbook. She is disappointed with Joanne and Morgan Keating as they have yet to return MG all the information back that she provided them with.

The Committee discussed the need for a Handbook given our new Website would be very interactive and informative it was decided that we won't such a large handbook just had a small one with information such as the Constitution, Club Rules and weekly events.

## **2. Repairs & Maintenance/Interior Development**

The Committee decided that we need to get 3 quotes for the Interior painting. SS to organise. SS suggested that we do the painting on section at a time.

SS, KW, NP & MG to meet to discuss.

## **3. Health & Safety**

NP advised that the Dance floor needs to be removed from leaning up against the wall outside by the bowling green.

NP also advised that a step ladder had been purchased for use in the chiller and entering the upstairs attic.

Rubbish to be cleared up around the outside of the building. JM, RH and Wayne Neal to meet.

## **4. CCTV**

Notification has been placed around the Club House to advise patrons that CCTV cameras are operating in the building.

## **5. Grant Applications**

Mangawhai Bowls Grant Application for funding to the Wanganui Charter Club Tournament - JP & NP discussed the amount the club will pay is \$2230.00. It was agreed that the Bowling Club and The Mangawhai club would pay half each (\$1115.00).

A accountability form will need to be filled out and returned to the Club for our records.

**Proposed: JP**

**Seconded: DG**

**Passed: Yes**

Community Grant Applications/funding will be reviewed twice yearly in March and October. The amount of funds available for community funding will be set by the committee.

## **6. Long Term Plan**

The Bowls were concerned about a comment made that the Club that they would borrow money to buy the Land from the Council. JM advised that this was a flippant comment and NO the Club is NOT looking at doing this!

## **Other Business**

### **Overseas Visitor Membership.**

A member has asked how much the club would charge an overseas visitor for a short term membership. It was decided that they would need to join as a member and pay the \$50.00 fee.

### **Smoking Area**

The designated smoking areas are to be outside behind the Pool Room and the Carpark.

### **Dress Code**

There is a standard dress code on the notice board at reception. At times this may be up to the Managers discretion.

### **Book Exchange**

It was decided that the club would not house a book exchange.

### **Bowling Club Sign**

RH to meet with SS to decide where it should go.

### **Petition**

It is rumoured that a petition is going around to remove the Green Keeper.

RH advised that there was No truth to it.

### **Bowl Club Key to Shed**

The Key that is held behind the bar for the shed is only to be given to people on the list that Bowls will provide to TP.

Meeting closed 6.35pm

**NEXT MEETING; Monday 18<sup>th</sup> February 2019 AT 5.00PM**

