

Executive Committee Meeting For June 2023

Meeting Opened at 5.33pm Thursday 29th June 2023

M Green Chaired meeting until President arrived.

Present: I McAuley (Chair), M Green (VP), Sandra Perry (VP), Lesley Horsburgh, R Upton,
G Hurley, S Duff

Attending: M Williams (GM)

Apologies: J Witehira, S McDowell,

Motion: That the apologies be accepted

Moved/Seconded:

Carried

Previous Minutes:

- Minutes of Previous Meeting May 2023
- Minutes of Management Sub Committee Meetings.

Discussion

- Questioned the Filters remarks from last meeting. Was regards the fishy smell. Is sometimes an issue with weather and extraction but also state of oils. Kitchen staff aware and being looked at. Filters are cleaned weekly with full flu and internals cleaned annually by contractors.
- Van rear door being fixed.
- Richard re the Van Rides. Sorted.
- Have contacted Surf Club regards Donation. Committee has agreed in principle.

Amendments:

MOTION: That the Minutes of the Previous Meeting and Sub Committee Summary as amended be accepted.

Moved/Seconded: *L Horsburgh / S Perry*

MATTERS ARISING:

MOTION:

Moved:

CONFLICT of INTEREST DECLARATION:

None: Confirmed

RELATED PARTY TRANSACTIONS:

- None

Motion:

Moved/Seconded

ACTION PLAN / RISK REGISTER & MANAGEMENT / POLICY

- None
- On hold

STRATEGIC PLAN

- None
- On hold

DISCUSSION:

- S Perry is monitoring the journey of the Incorporated Societies Act. Clubs NZ has a draft being considered by IRD and relevant agencies at present.
- L Horsburgh asked regards the Risk Management Plan.
 - Chairperson says we are in process of uptaking these issues again.

CORRESPONDENCE:

- Darts Adjunct Grant Request.
 - Requested 1503.00. Gaming Grant. Plus \$400 already paid.
 - G Hurley / Sandra Perry Carried
- Auditors Management Letter tabled to Committee.
- BNZ have extended the CARL loan agreement pending further discussion.
- 105 Philomel to be painted. Quote accepted by Management Committee.
- Fishing adjunct donation.

DISCUSSION:

MOTION: "That all actions regarding correspondence be actioned as discussed"

Moved/Seconded R Upton / M Green Carried

TREASURERS REPORT and RECIEPTS/PAYMENTS APPROVAL CLUB & GAMING

Motion: "That the treasurers report, financial statements and Accounts to pay as presented be accepted."

- S Duff. April accounts OK. Gaming good. Wages are up due to time of the year. Relevant to sales to budget.
- Income up. Cost of Goods sold budget and factual are relevant to Sales.
- Pricing Structure will need to be looked at going forward.
- Treasurer said it looked good. Not outside current norms.

Moved/Seconded G Hurley / L Horsburgh Carried

DISCUSSION:

MANAGERS REPORT:

- Discussion regards payments to adjuncts. How much they have in their accounts and get grants also.
- Adjuncts Social Media policy to be looked into.
- Sub Committee to examine rules around adjunct grants. Adjuncts do give us budgets and forecasts.
- DIA License Renewal Application has been submitted.
- IRD accepted mileage to be adjusted back to IRD requirement Public Service Rate. Current amount 0.95c per km.
- Outdoor Signage.
- Management is currently having to operate Bar etc.
- Staff have been contacted regards Wage Survey data and Fair Pay Agreements.
- DIA new Gaming Regulations. We are on top of with new administrative software to be installed.
 - **Moved S Perry / R Upton Carried**

Motion: The Manager's report be accepted as presented:

Moved/Seconded L Horsburgh / S Duff Carried

MEMBERSHIP:

- 61 New Total 5379 up 63 387 unpaid from 2022 down 4

GAMING:

Motion: The Gaming report be accepted as presented:

- Darts Grant Approved

Moved/Seconded Carried

ADJUNCTS BUSINESS:

- Grants final say. Grant advised of 8 Ball tournament that he ran successfully.
- Reclothed tables.
- Rock n Rollers successful.
- Grant offered his service to assist in adjunct management.
- President thanked Grant for his outstanding contribution to the Committee.

DISCUSSION:

LATE URGENT BUSINESS:

- Life Member Nomination.
 - It was advised that the Committee were in fact not nominating them but were endorsing the nomination by Anita Donovan. The AGM will accept the motion or not.
- Motion. "That the Nomination for Life Memberships be accepted."

Moved. G Hurley / I McAuley Carried.

The next meeting THURSDAY 27th July 2023

Meeting Closed at 6.44pm

Confirmed as a true and correct record with amendments recorded.

Chairman I McAuleyManager/Secretary.....