

## Executive Committee Meeting For March 2023

Meeting Opened at 5.32pm Thursday 30th March 2023

### Chairperson M Green

**Present:** S Duff, M Green (VP), S McDowell, Sandra Perry (VP), Leslie Horsburgh  
G Hurley, R Upton,

**Attending:** General Manager (Mike Williams)

**Apologies:** I McAuley, J Witehira

**Motion:** That the apologies be accepted

**Moved/Seconded** *R Upton / L Horsburgh* **Carried**

### **Previous Minutes:**

- Minutes of Previous Meeting 2<sup>nd</sup> March 2023
- Minutes of Management Sub Committee Meetings.

### **Amendments:**

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

**Moved:** G Hurley / R Upton **Carried**

### **MATTERS ARISING:**

- Issue regards incident in Club with mobile wheelchair. Was with staff. Worksafe Report was made via email. Workplace advised no need for an investigation.
- POLICY: Regards Motorised Outdoor Scooter Policy.

**MOTION:** That the Committee adopt the Policy on Mobility Device use with amendments as presented by Manager.

**Moved:** S Perry / L Horsburgh

### **CONFLICT of INTEREST DECLARATION:**

None:

### **RELATED PARTY TRANSACTIONS:**

- None

**Motion:** Related Transactions be Accepted.

**Moved/Seconded**

### **ACTION PLAN / RISK REGISTER & MANAGEMENT / POLICY**

- Risks with Gaming that may need to be addressed.

### **STRATEGIC PLAN**

- S McDowell to discuss with manager changes to the Agenda to stipify the Sub headings to be actioned.

### **DISCUSSION:**

#### **CORRESPONDENCE:**

- Poker. Upstairs use. Phil had meeting with Phil. At present we are unable to manage alcohol in that room. Poker is scrutinised heavily because of the nature of their activity.
  - No Adjunct Activity during Xmas as per rules.
- Disciplinary Appeal not taken up.
- Whangamata Community Pool thanks for Gaming Grant.
- 8 Ball, purchased sixth Pool Table. 8 Ball agreed to pay half.

### **DISCUSSION:**

- Concern regards 8 Ball addition. Manager expressed that where the table is now we was asked for last year. Why is it ok now and again we did not achieve more people space. Management will control use as per correspondence to 8 Ball use outside of adjunct activity.

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

**Moved/Seconded** *S McDowell / S Perry* **Carried**

### **TREASURERS REPORT and RECIEPTS/PAYMENTS APPROVAL CLUB & GAMING**

- Payments made be approved. All Accounts.
- Financials and reports presented.

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

**DISCUSSION:**

- S Duff advised everything looking healthy.
- Wages high for year.
- YTD all good compared to budget.
- S McDowell asked question regards managers reimbursement as per email. Was high. Manager explained. All satisfied. Excellent question.

**Moved/Seconded**      **S Duff / S McDowell**      **Carried**

**MANAGERS REPORT:**

- Fire Service Evacuation Compliance Done.
- Signage plans with engineers.
- Outside need to get together with Alan Watson.
- G.P in Kitchen is steady but not ideal. Looking at Buffett costing.
- Auditor advised of end of year.
- New Accountants all go and necessary authorities signed.
- Maintenance of computer Hardware and Network done.
- Beach Hop Results.

**Motion: The Manager’s report be accepted as presented:**

**Moved/Seconded**      **R Upton / L Horsburgh**      **Carried**

**DISCUSSION:**

- Staff meeting done 3<sup>rd</sup> March.
  - L Horsburgh regards Incident Register.
  - And Register of Licensed Manager, we have a Managers Book. Managers on Duty. Club license is different. Temporary and Acting Managers available.
- Confirm staff Beach Hop bonuses.
- Working on additional allowances.

**MEMBERSHIP:**

- **63 New Total 5186 + 69 on last month      402 Unpaid Down 18**

**GAMING:**

- Accounts approved as per Treasurers reports.
- Grants approved as per Correspondence.
- Gaming Harm Minimisation rules that are coming are problematic.
  - Clubs NZ investigating these new regulations.

**ADJUNCTS BUSINESS:**

- G Hurley reported on adjuncts.
- Meeting Minutes of meeting. Manager to put in meeting.

**MOVED: L Horsburgh / S Duff**

**Carried**

**DISCUSSION:**

- Can an adjunct refuse a member.
  - No. If they are a member of this Club.
- Manager advised adjuncts need operating procedures around their operations.

**LATE URGENT BUSINESS:**

- Next AGM will be 14<sup>th</sup> July. Constitution says must be held prior to 2<sup>nd</sup> Sunday of July.
- Nomination Forms out for Vacant positions from 1<sup>st</sup> May.
- We will clarify those needing re-election to Committee.
- S Perry discussed the Constitution Update. Get together with Lesley and Manager.
- Club would not meet the Relief Fund requirement.

**Moved: I McAuley / G Hurley**

**Carried**

The next meeting THURSDAY 28<sup>th</sup> April 2023

Meeting Closed at 6.40pm

Confirmed as a true and correct record with amendments recorded.

Chairman M Green.....Manager/Secretary.....