

## Executive Committee Meeting For February 2023

Meeting Opened at 5.32pm Thursday 2<sup>nd</sup> March 2023

**Present:** I McAuley (P), S Duff, M Green (VP), S McDowell (Via Zoom)  
J Witehira, G Hurley, R Upton,

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

**Apologies:** Sandra Perry, Leslie Horsburgh

**Motion:** That the apologies be accepted

**Moved/Seconded** *R Upton / J Witehira*

**Carried**

### Previous Minutes:

- Minutes of Previous Meeting 26<sup>th</sup> January 2023
- Minutes of Management Sub Committee Meetings.

### Amendments:

### MATTERS ARISING:

- **Disciplinary Hearing 6pm.**
  - President I McAuley advised that the scheduled Disciplinary meeting may not be attended by the respondent so therefore will be discussed later in the meeting.

**Motion:** That the minutes meetings be approved as a true and correct record.

**Moved/Seconded** *G Hurley / J Witehira*

**Carried**

### CONFLICT of INTEREST DECLARATION:

None:

### RELATED PARTY TRANSACTIONS:

- None

**Motion:** Related Transactions be Accepted.

**Moved/Seconded**

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

- S McDowell and Manager were to confab and yet to be completed.

### STRATEGIC PLAN

- Building Plan. Response from the Architect. Discussed costing on moving forward. Manager recommends going forward with this plan. We can recommend persons to offer assistance. Figures roughly \$50,000.
- M Green advises if we don't do something we have no idea of how.
- S McDowell, agrees we move forward with plans and get to near build stage taking account all the environment at that time.

**MOTION: Approve up to a value of \$50,000 to progress with this plan as agreed for changes.**

**Moved: I McAuley / S McDowell**

**Carried**

### DISCUSSION:

- Discussed again looking at transportable accommodation for staff. Becoming Important. M Green and Manager to look at.

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

**Carried**

### CORRESPONDENCE:

- Approve \$120.00 for outdoor bowls entry.
- Answered S Mc Dowell questions regards insurance.

- Disciplinary Letter sent.
- Clubs NZ Area meeting Saturday. Manager to attend.
- Beach Hop Charity request for \$10,000

**MOTION: We approve \$10,000 grant from Gaming.**

**MOVED R Upton / S Duff**

**CARRIED**

- Whangamata Community Pool. Grant request \$4000
  - S McDowell spoke in support

**MOTION: Approve Gaming Grant for \$4000**

**MOVED: S McDowell / J Witehira**

**Carried**

**DISCUSSION:**

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

**Moved/Seconded**

**G Hurley / M Green**

**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.
- Manager. Feb good also.

**Moved/Seconded**

**S Duff / R Upton**

**Carried**

**MANAGERS REPORT:**

- Still working on Scooter Policy. Apparently S Potter talked to Graeme Potter about changes.
- Head Chef absence was covered admirably by staff. Now need to work on some deeper numbers for the kitchen to increase G.P.
  - Discussed issues with Buffet. Portion control.
- Have done maintenance on all computers and network.
- C02 issue discussed.
- Issued update on loans and balances.
- Valuations for staff accommodation been submitted to insurance.
- Minimum wage increase. 7.2% increase.
  - We have been keeping up with increases to staff. S McDowell managers position to ensure that positions and wages are kept competitive.
  - Allowances and Fair trade agreement discussed.
- Clubs NZ AGM.

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

**Moved/Seconded R Upton / Stu Duff**

**Carried**

**DISCUSSION:**

**MEMBERSHIP:**

- **79 New Total 5117 + 109 on last month 420 Unpaid Down 37**

**GAMING:**

- Accounts approved as per Treasurers reports.
- Grants approved as per Correspondence.

**ADJUNCTS BUSINESS:**

- G Hurley reported on adjuncts.
- Coastal Rockers President moved on.

**MOVED: G Hurley /**

**Carried**

**DISCUSSION:**

- J Witehira discussed the application process.

**LATE URGENT BUSINESS:**

- **Committee went into session. G Hurley / M Green**
- Disciplinary Hearing was undertaken in the absence of the respondent.

- Due to the serious nature of the offending against multiple victims and the ongoing risk of this person it was resolved that a termination of membership and barred from the Club for three years be effected.
- Any future application would be reviewed.
- **Moved out of Committee**

**Moved: I McAuley / G Hurley**

**Carried**

**CONTRIBUTION TO CLUBS NZ Flood Relief Fund.**

**MOTION: Under provision that funds are to be distributed to affected clubs, we will grant \$2000 to the fund.**

**MOVED: J Witehira / G Hurley**

**Carried**

The next meeting THURSDAY 2023

Meeting Closed at 6.52pm

Confirmed as a true and correct record with amendments recorded.

Chairman.....Manager/Secretary.....

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