

Raglan Club Executive Committee Minutes
Sunday 1/12/2019



Present: Debbie Dalbeth, Pablo Rickard, John Joensen, Maxine Picard, Darryl Hawkins, Gary Kite, Glenn Rangitonga, Beryl Stowers. **Apologies:** Craig Bridgman

Minutes from meeting held on 03.11.2019 be accepted as a true and correct record.

Moved Darryl Seconded Debbie Carried

Matters arising:

- Parking lines are still to be painted.
- Asphalt out the front is in hand with a fix coming
- DB off sales – Tui stubbies still to be arranged
- We need to convene the development committee.
- Bar take is on the decrease so we need more promotions for members

Correspondence

- Outdoor bowls adjunct re getting sponsorship.
- Bob Re bowling club painting and sign alteration.
- The Committee is ok with the suggestion given by the outdoor bowls adjunct

Moved Darryl Seconded Glenn Carried

- Quote for scaffolding and painting

That we accept the quote for painting but look at alternative scaffolding/harness options (Glenn and Craig) and to go ahead. John to contact the painter (done, it will be scheduled for January) Waiting on scaffolding quote.

Moved Debbie Seconded Darryl Carried

- Quote for carpark lines.

That we accept the quote and go ahead. (This has been completed now)

Moved Darryl Seconded Gary Carried

Moved that the correspondence be accepted

Moved Debbie Seconded Glenn Carried

Membership

That the membership be accepted, subject to the Clubs criteria:

Moved: Debbie Seconded: Glenn Carried

TREASURERS REPORT for October

Profit and Loss 2019/2018

7 mths ytd net profit is \$97,838 as opposed to the 2018 net profit of \$59,533

- Trading Income was up on last year by \$2,314 due to
 - Bar Sales down \$20,303
 - Bowling Club Bar Sales up \$10,322
 - Hire Income up \$3,433
 - Gaming Income up \$6,459
 - Raffle Income up \$10,322

- Kitchen Contract up \$5,800
- Courtesy Bus down \$1,505
- Cost of Sales was down on last year by \$20,199 due to
 - Wages down \$21,343
 - Operating Expenses were down on last year by \$16,295
 - Accounting Fees down \$2,100
 - Loan Interest down \$3,360
 - R & M up \$4,938
 - Security down \$1,900
 - Legal Fees down \$2,506
- Member Vouchers Redeemed \$7,400

October 2019 / October 2018

October 2019 net profit was \$18,646 as opposed to October 2018 net profit of \$32,445

- Trading Income was down \$26,045 due to
 - Bar sales down \$13,370
 - Gaming Income down \$6,328
 - Subs down \$8,936
 - Hire Income up by \$608
 - Bowling Club Bar down \$1,686
 - Raffle up \$1,099
- Cost of Sales was up \$1,042 due to
 - Wages down \$4,731
 - Purchases up \$5,503
 - Operating expenses were down \$13,390 due to
 - Gaming Duty down by \$1,698,
 - Legal Fees down by \$1,130,
 - Jackpots up by \$500,
 - R & M down by \$1,258,
 - Accountancy Fees down by \$651,
 - TAB down by \$5,000
 - Gaming expenses \$5,650

Aged Payables - All bills are being paid in their current month

I would like to move that the Treasurers report, along with the authorised purpose amounts as per the spreadsheet prepared by Bizworx, and the Aged Payables be accepted.

Moved Maxine Seconded Gary Carried

MANAGERS REPORT

October 2019

GENERAL

- Staff now have new uniform shirts
- The sign in book is now situated on the bar as requested
- A new cleaner has been appointed
- The two Bains Marie were cleaned and fixed
- The coffee machine and pie warmer has a new three point plug fitting, now off the kitchen circuit

- Debbie has requested a half pallet of Tui stubbies (24's) and half pallet of DB Export stubbies (24's) be ordered, sell across bar a combo of 4 for \$20 and \$39 for box off sales with hopes to increase litrage. This pallet will be ordered for next week. Also, 1.8L jugs of any DB tap beer to sell for \$22 each
- There is a DB Ham stamp 6 promo to run for 4 weeks, one ham per week, also a 1.8L jug Tiger for \$25.
- The till has already been set up for these sales

UPCOMING EVENTS:

Bowls Club:

- 06.12.19 - Raglan middle-aged men bowling tournament
- 14.12.19-Billy Stairmand, 30th combined Combined Olympic celebratory event, special license applied for
- The Bowling Club also has a few roll ups happening where the bar is required

Raglan Club:

- The Dine and dance Christmas party so far have 19 paid and 22 booked yet to pay

PAST EVENTS

- Ecolab Fishing competition was a great success.
- There were 430 entrants, no issues, all Ecolab organizers were very complimentary of staff working both nights as were patrons also.

HS&E:

- The hole in front of the outside kitchen door has not yet been fixed
- The bar carpet is lifting at the seams in various places, a temporary fix has been made to avoid anyone tripping
- A toilet seat in the lady's needs fixing again

STAFF:

- Jessie Waitere has been appointed as the new cleaner
- Sandra now has her Managers License. She is also a qualified current first response, has her certificate to use a defibrillator, is a qualified H & S Rep and a volunteer for the Te Akau Fire Brigade. Sandra is now doing a weekly HS&E check at the Club
- All staff are performing well

REPAIRS/MAINTENANCE: -

- One of the windows in the Ladies toilet has a broken latch.
- A Volunteer is going to sort the broken asphalt area at the front of the building.

That the managers' report be accepted

Moved Debbie Seconded Pablo Carried

GENERAL BUSINESS:

- Executive to work out a package for advertising on the screen above the office.
- Enquiry to locate a bus out the front as a shop for a few weeks over Christmas. This was approved. \$200 per week
- Ice sales to start to gauge interest. Signage to be put up advertising it.
- We need to push the bar snacks
- Adjuncts are to do their own raffles announcements and have the adjunct liaison personnel organise this.
- Joker sales by the adjunct liaison whose raffle week it is.

Meeting closed at 5.56