

**Raglan Club Executive Committee Minutes  
Sunday 28/02/2021**

**Present:** *Debbie Dalbeth, John Joensen, Maxine Picard, Gary Kite, Wheturangi Tepania, Pablo Rickard, Craig Bridgman, Glenn Rangitonga, Trudi Peet*

**Apologies**

**That the minutes from the meeting held on 24/01/2021 be held as a true and correct record.**

Moved: Debbie Seconded: Gary Carried

**Matters Arising**

**Correspondence**

Nil

**Membership**

**That the membership be accepted according to the clubs criteria**

Moved: Debbie Seconded: Glenn Carried

**TREASURERS REPORT**

**YTD 31 January 2021**

**Profit and Loss 2021/2020**

- 10 months ytd net profit is \$91,725 as opposed to the 2020 net profit of \$168,258
- Trading Income was down on last year by \$117,130
  - Bar Sales down \$71,606
  - Bowling Club Bar Sales down \$16,809
  - Hire Income down \$4,758
  - Gaming Income down \$21,547
  - Raffle Income down \$1,137
  - Courtesy Bus down \$1,316
  - Motor Home Income down \$170
  - Market Income down \$7,100
  - Subs down \$1,376
  - Entertainment up \$17,428
- Cost of Sales was down on last year by \$2,788 due to
  - Wages up \$5,017
  - Bar Purchases down \$20,365
  - Raffle expenses up \$2,463
  - Entertainment expenses up \$8,457
- Operating Expenses were up on last year by \$7,970
  - Accounting Fees down \$1,473
  - Power & Gas down \$3,378

- Jackpots down \$5,300
- Sky down \$1,856
- Gaming Expenses up \$1,289
- Photocopier Expenses down \$2,004
- R&M up \$14,759
- Insurance up \$19,193 (paid full year up front to save interest)
- Members Vouchers Redeemed down \$7,452

### **January 2021 / January 2020**

December 2021 net profit was (\$-9,663), as opposed to December 2020 net profit of \$23,445

- Trading Income was up \$9,549 due to
  - Bar sales up \$5,381
  - Gaming Income up \$2,569
  - Motor Home Income up \$35
  - Hire Income down \$470
  - Bowling Club Bar down \$3,821
  - Market Income down \$387
  - Club Raffle Income down \$708
  - Courtesy Bus up \$135
  - Subs down \$18
- Cost of Sales was up \$7,702 due to
  - Wages up \$4,471
  - Purchases up \$987
  - Entertainment Expenses up \$1,612
- Operating Expenses was up \$38,064 due to
  - Club NZ Conference up \$4,428
  - Gaming Duty up \$4,704
  - R & M up \$8,706
  - Gaming Service Contract up \$1,150
  - Insurance up \$19,160
  - Power- Electricity & Gas up \$526

### **Authorised Purpose**

January transfer \$16,034

### **Aged Payables**

#### **All bills are being paid in their current month**

- \$65,347 was paid out on the 20th with all bills up to date
- Largest bills were

- **Membership:**
  - Applications this month
  - Seasonal memberships being put into a database and followed up at time of expiry to convert to full memberships
  - Non-financial members are being contacted to renew their membership
  - The benefits of becoming a member form needs updating and given out
  - Newsletter – to go out this week
  - New system of processing applications required to improve efficiency and customer satisfaction – immediate issue of cards, no waiting.
  - Recommend we purchase a card printer.
- Fibre pre-install scope happened on Friday – job logged, will advise installation date
- Eftpos machines now faster with new internet connection
- Credit card facilities in the process of being moved from the bowling club up to the Club
- New Laptop purchased to replace the two old machines and provide efficiency. Jenni to work from the bar via remote access
- Ice machine – bar staff have requested it be moved to the area where the fridge was, easy to do and will provide efficiency. Creating extra bench space in the glass washing area to prepare bar snack food.
- White chairs on-sold at a profit of approximately \$500
- Fire Safety testing carried out this week and logged.
- Building compliance inspector went to bowling club – suggested some signage for Fire Exits and assembly points – Signage done and up
- New POS system needed to create efficiencies – current system outdated, time consuming and inefficient. New systems are being looked into and will be something the committee looks into at the conference.
- We have now become a partner in the Plastic Free Raglan project, meeting all criteria to receive a certificate – on-going benefits, can talk about this on social media
- Stocktake to happen this month – Jenni & Trudi

- Van
  - Revert back to Wednesdays & Fridays until the restaurant re-opens
  - Service was done this month
- Postmix machine having issues, now resolved. New piping to go in next week
- New bar mats purchased – health & safety issue
- New gaming system installed in bar, just waiting for electrician to run cabling from office to till – happening next week
- All office cabling complete, just waiting for fibre install to finalise the project.
- Insurance claim for building damage by Extreme Waste has been followed up, currently waiting to hear back from our insurance co. Will follow up again this week.
- Kitchen chiller issues and dishwasher have been fixed.
- Kitchen handover plan needs to be drawn up.
- Positive story in the previous Chronicle, lots of people have commented about the fact that the Club is making some exciting changes.
- Sponsorship document still in development
- Looking at implementing live music on the 'Bow Street Deck' – Friday – Sunday
- Rubbish/damaged furniture needs to be removed
- Super Rugby to be played on game days and FB posts implemented to encourage patronage

#### **BAR:**

- Fling Cocktail tasting went well, the owner was meant to come for the tasting but couldn't due to COVID issues. Will do another one in a week or two. Good items to put into the 'Bucket' beverage list.
- Bucket promo going well – will continue and add more bucket options to the list soon.
- Workshop Brewery will be coming to do a tasting on a Friday night soon, just finalising the date. I would like to run a month long promotion on a guest tap to support this local company, especially with lots of events coming up with a different demographic.
- The interim wine list in operation, good feedback so far. Still getting rid of old stock so I can finalise new list. Working with 4SQUARE to purchase wine.
- Introducing a Heineken tap, has been scoped and the order is now with Steven to process. There are no additional contractual requirements. I will present the proposal to committee when I receive the final document.
- New fridge is great and makes the bar look modern and tidy
- Thanks to Doug & Barry for making the bench to fill the gap. Some slight alterations are required and will be done this week. I will get a nice 'Welcome' sign made to put in gap.
- Rotten carpet needs to be taken out and replaced by some tiles or plain carpet tiles.
- New spirit shelving is fantastic, much more efficient use of the bar – huge thanks to Bill Cornes.
- Ice machine needs to be moved to the bar.

#### **NZMCA**

- Signage to go up around the dump station to make it look slightly attractive – will update more at the next meeting.

- Lots of campervans coming through
- Will set up a travel hub, brochures and info about the region so we can interact with them more, and make them feel more welcome
- Dinner vouchers are a hit, I want to do this when we start our restaurant

#### **Clubs NZ:**

- Gambling Harm Minimisation course completed this week by Mandy, Trudi & Roimata
- I would like to go on Clubs NZ Managers Course in the near future, this will help me tremendously. Dave holding one in Auckland or Waikato soon. Dates to be advised.
- Club Smart is a course committee members can go on through Clubs NZ
- Clubs NZ conference 17 – 21st

#### **DB - Steven**

- The Club used \$4500 of promo funds towards the new fridge. I will be increasing the range of craft beer options at the Club. Amstel light is not selling well so we will replace this with Monteiths Mid on tap, Amstel will go into bottles.
- Craft beer a huge trend so I will be trialling 4 Tuatara Skews and 4 Monteith Skews, especially with all the events coming up.
- With the new fridge we have more space for a better variety. We will also introduce their top selling brand – DB Export in a quart, and their top selling bottled beer – Radler.
- Introducing upsizing promo in coming weeks
- Umbrella's are nearly here to finish the Garden Bar area
- Heinekin tap on order and installation will be 4 – 6 weeks
- Made a comment that we were breaching our contract with too many alternative brand facings. I have rectified this.

#### **Euro-vinatage - Ross**

- Ross is happy we are going with Rongopai as our house wine and kept the exceptional price for all varieties except the Red which is also heavily discounted.
- Continue to purchase a variety of items from him including Pinot Noir (I will introduce a Merlot in the final list), Gancia Prosecco, Verve du Vernay etc. Some I can get through 4 SQ.

#### **Southern Hospitality - Kane**

- Purchased nip pourers for efficiency, bar mats for safety

#### **Gilmours: - Debbie**

- Updated me on new products etc
- Sourcing some promotional items for the bar

#### **Fling Cocktails: - Ben**

- Trialling these products and doing tastings on busy club nights
- Good for our 'Bucket' menu

#### **Workshop Beer – Matt**

- Looking to stock this beer on a regular basis to support local

### **Marketing:**

- A full marketing plan needs to be written with the ultimate goal to encourage new members and existing members back into the club. I will present a plan at the next meeting.
- Increase our Social Media presence – be more active about promoting club events, and posting about activities happening
- Website needs updating and modernising
- Newsletter requires a modern approach and more interesting info. Trying to gather other clubs newsletters for comparison.
- Club signage needs replacing around the venue – will update this at next meeting once restaurant / kitchen plan confirmed
- New modern sub-brand logo required, current logo is random and doesn't speak to the Raglan vibe!

### **PREVIOUS EVENTS:**

- Fleetwood Mac a huge success – sell out show - \$8300 net profit
- Jazz on the deck a great trial, lovely afternoon. Lots of great comments.

### **Look at moving the ice machine to the bar**

### **Van down to Wednesday Saturday and Sunday**

### **UPCOMING EVENTS: (Pending COVID Alert Levels)**

### **Raglan Club:**

- 21<sup>st</sup> Birthday Party – Garden Bar 12-4pm – 6 march
- Gals night – monthly gathering starts Monday 8<sup>th</sup> March
- One Base Fishing Comp – 10 – 13<sup>th</sup> March
- CLUBS NZ CONFERENCE – 17 March - various
- Triumph Motorcycle Group – 18/19 March
- Raglan Chamber of Commerce BA4 – hosting this event – 25<sup>th</sup> March – Cash Bar
- Hamilton Waikato Tourism workshop – 26 /3
- Tom White Memorial Service – all members welcome – put in newsletter and on notice board – 27 March
- Dolly Parton Experience – Easter Sunday 4<sup>th</sup> April - \$30 members / \$35 non-members (Including a seasonal Membership)
- Muroki NZ Tour – 10 April – special licence submitted
- Anzac Day Celebrations - Special licence submitted. Pablo to entertain tbc ?
- Muroki & Butlers – 20 April - tbc
- Veils - 24 April – tbc
- Chills – 15 May - tbc

- Midge Marsden – Queens Birthday weekend – 5 June
- Migthy Mighty – date tbc

#### **ADJUNCTS:**

- Snooker AGM (happened)
- Indoor Bowls started
- Need adjunct reports from Travel, outdoor bowls, snooker

#### **Kitchen / Restaurant / Garden Bar / Playground – project**

Present update so far.

Quotes are still being gathered and a full presentation will be presented at a separate meeting.

#### **General business**

We have lodged with the Courts to get our money back from Three Brothers Entertainment (Jae Ratana, Entertainment NZ)

Increase the Jackpots again to see what happens. Start at \$500 and Jackpot \$200 per week until it reaches \$2000.

This needs to be monitored and will be on a trial basis.

Change tip jar to new playground.

Look at changing the pricing.

Meeting finished at 5.22 pm

D K Dalbeth

President Raglan Club

Separate informal meeting followed about taking over the Restaurant and the proposal that was submitted from Trudi and a consultant.

Questions were raised and sent to the consultant, a budget of \$40,000 was agreed to update the equipment and decor, plus the consultant fee.