

# **Raglan Club Executive Committee Minutes**

Tuesday 31.01.2022

**Present:** Debbie Dalbeth, John Joensen, Brian Thurogood, Maxine Picard, Gary Kite, Craig Bridgman, Glenn Rangitonga, Pablo Rickard.

## **Apologies:**

That the minutes from the meeting held on 27.12.2022 be held as a true and correct record.

Moved: Debbie

Seconded: Gary Carried

## **Matters Arising:**

- The suspended ceiling over the snooker and pool tables is stained and needs a coat of paint. We will have a working bee and paint them black.
- The surfboard has been painted and will need to be hung.
- Signage for the pool table area.
- We will get some scaffolding up and do some remedial work. Glenn and John will organize that.
- We are still waiting for the insurance company to get back to us re the repairs for the flood.
- We will need to look at the Capital Plan and Programmed Maintenance in time for the end of year Financials, Pablo and Glen are working on this.
- Brian will get pricing for the mural if we decide to go ahead with it at the Front.
- AGM and Conference is in March, in Hornby Christchurch. We won't be sending anyone this year.
- The same people are doing the raffles and announcements every week. We will have a roster for the raffles. Maxine and Craig one week, Gary and John the other. Debbie and Troy to do announcements and draws on alternate weeks.

## **Correspondence:**

- Letter of complaint from a member. We will respond explaining we have investigated and none of the people involved want to lay a complaint but there may be more to it so before we can start a disciplinary proceeding, we can meet to get more information.

- Insurance has asked if we want to change our business interruption from 12 to 18 Months we have decided to stick with 12.

### **Membership**

That the membership be accepted according to the Clubs' criteria

Moved Craig

Seconded Glenn

### **Treasurer's report.**

#### **Monthly Treasurers Report**

#### **9 Months YTD to the end of December 2022**

- YTD Net Profit is \$37,354 compared to 2021 loss of (\$12,892)
- December 2022 profit is \$13,083 compared to December 2021 profit of \$19,249
- December 2022 profit is up on November 2022 profit of \$9,499

<b>KPI's Dec 2022</b>	<b>MTH</b>	<b>YTD</b>	<b>Recommended</b>
<b>Bar Purchases/Sales</b>	<b>42%</b>	<b>42%</b>	<b>30-40%</b>
<b>Bar Wages/Sales</b>	<b>28%</b>	<b>37%</b>	<b>30-40%</b>
<b>Kitchen Purchases/Sales</b>	<b>47%</b>	<b>41%</b>	<b>30%</b>
<b>Kitchen Wages/Sales</b>	<b>57%</b>	<b>49%</b>	<b>30%</b>

### **Accountant comments**

- Bar purchases are tracking a little high at 42% but that isn't too bad considering the Club does sell some low cost drinks
- Bar wages to sales seem quite low in December. It is a good outcome and much closer to what the Club should be aiming for.
- Kitchen Purchases are very high. Are portions too big? Is there a lot of wastage occurring? Do prices need to be reviewed? is the menu being strategically adjusted for seasonal prices? Pricing is likely to be a contributing issue given the recent increases in food costs.
- Kitchen Wages are very high. It seems we have an issue with staffing costs in December 2022.

### **Gaming December 2022**

- \$13,040 Authorized Purpose
- \$2,352 Reimbursement

- YTD Authorized Purpose Percentage - 39.80%

**Moved that the aged payables be paid, and the treasurers report be accepted**

Moved Maxine

Seconded Gary      Carried

**Managers' Report - Monthly Operations Report – January 2023**

**Membership:**

- 40 New Members

**Staff**

- A new bar manager has been hired and starts in approximately 2 weeks
- Most part time staff that have been used over December and January have now left or are leaving in the middle of February.

**Maintenance**

- We have had a quote back on repairs required to fix the toilet and foyer area of the club at present it is \$120k + Flooring
- Quote for flooring \$50k

**Kitchen**

- The Kitchen will go back to be open 5 days a week from 13/02/2023
- Food control plan completed

**Market Stalls**

- Interrupted with weather.

**Kitchen Alterations**

- The Purpose of making alterations to the kitchen would primarily be to reduce kitchen wages and make food order taking seamless.
- I propose we cut through the cash up room directly into the kitchen.

**January**

- We need to look at opening next summer for brunch
- December has been slow especially regarding current members frequenting the club.

**Special Licenses**

- Still to be advised, there is a massive difference in how an application is viewed in different councils.

**General Business.**

- Solar Proposal. The new hosting proposal still doesn't meet our requirements.

- Glenn will arrange the marking of the carpark and fixing the asphalt.
- If there is no fishing on fishing tournaments due to weather, we should be open earlier to accommodate the fishermen.
- Look at mixing it up a bit on Thursdays to maintain interest.

Meeting finished at 7.37.