

## **Raglan Club Executive Committee Minutes 27.05.2025**

**Present:** Debbie Dalbeth, John Joensen, Kevin Larkin, Glenn Rangitonga, Pablo Rickard

Apologies: Gary Kite

**That the minutes from the meeting held on 29/04/2025 be held as a true and correct record.**

**Carried**

### **Matters Arising:**

- John has added an exit latch to the rear gate turning it into a fire exit and making the Club Compliant with Fire Safety Law.
- Pablo, Debbie and Rachael need to schedule a meeting with the accountant to discuss how our system works and if it can possibly be simplified.
- Debbie will organise Governance training for committee members. 15<sup>th</sup> August this is after the AGM so will include any new committee members
- We discussed getting more tv screens above the bar and in the dance floor area. Glenn is preparing the area and Debbie will organise a quote. We have had one potential price of \$150 per tv for cabling, this can come with a splitter for the sky box that will enable the TVs to play either sky box. We can have advertising above the bar as well.
- Glenn will look at numbering the parking spaces and designating a parking spot for the Medical Shuttle.

### **Correspondence:**

No correspondence

### **Membership**

That the membership be accepted according to the Clubs Criteria

Moved John

Seconded Kevin

Carried

### **Treasurers report**

See profit and loss report attached.

**Move that we accept the end of year profit and loss supplied by Bizworx,**

Carried

**Net proceeds committee have approved and signed the Authorised Purpose schedule.**

Moved Debbie

Seconded Glenn Carried

**Move that the Budget for 2026 as put forward is accepted**

Moved Debbie

Seconded Pablo Carried

### **Managers' Report.**

The manager is in Australia so we have no report this meeting.

### **GENERAL BUSINESS:**

- AGM date The Committee has set the AGM on Sunday the 27<sup>th</sup> of July at 1pm.
- Patron: The committee has suggested Barry Dalbeth as patron if he is agreeable.
- The committee discussed life members.
- The conflict of interest forms need to be filled out. This is now a mandatory requirement. I have added the relevant parts of the act as an appendix.
- The roof needs cleaning with moss killer Glenn will organize this.
- Glenn has moved the coffee machine so that it is more accessible to the kitchen staff.
- We need more signage such as a menu etc out the front so potential customers can see them.
- Staff need to be reminded that only registered adjuncts can sell raffles in the club and that any proceeds must be given to the bar staff for banking.

Meeting finished at 7.20 pm

### **Officers have a duty to disclose conflicts of interest**

Under the new Act, officers have a duty to disclose any conflicts of interest to your society's committee. They must make this disclosure as soon as they become aware they have an actual, perceived, or potential conflict of interest in any matter being considered by the committee.

If an officer has an interest in a matter, they would not be able to participate or vote on a committee decision regarding the issue because they have an interest in it. They would also be

excluded from signing any documents relating to a transaction or the commencement of a matter.

An officer with an interest may participate in a committee's discussions on the issue - including voting or signing of documents - if all members of the committee who are not interested in the matter approve it.

### **Your committee's responsibilities**

Your society's committee is required to keep and maintain an Interests Register.

At your society's annual general meeting (AGM), your committee will need to present to your society's members any disclosures of interests made by its officers during that period.

Outside of an AGM, your committee may also be required to notify your society's members if:

- an officer did not disclose an interest.
- an officer with an undisclosed interest voted or took part in a decision or signed documents despite having an interest.

# Profit and Loss

## Raglan Club Inc

For the month ended 30 April 2025

	APR 2025	APR 2024	BUDGET FOR MONTH	CURRENT YTD	PREVIOUS YTD	BUDGET YTD
<b>Trading Activities</b>						
<b>Bar</b>						
<b>Income</b>						
Bar Sales	52,453	60,597	53,000	52,453	60,597	53,000
Eftpos Surcharge Income	-	-	146	-	-	146
<b>Total Income</b>	<b>52,453</b>	<b>60,597</b>	<b>53,146</b>	<b>52,453</b>	<b>60,597</b>	<b>53,146</b>
<b>Purchases</b>						
Bar Purchases	24,515	46,672	24,353	24,515	46,672	24,353
Coffee Expenses	-	520	-	-	520	-
<b>Total Purchases</b>	<b>24,515</b>	<b>47,192</b>	<b>24,353</b>	<b>24,515</b>	<b>47,192</b>	<b>24,353</b>
<b>Wages</b>						
Wages (Including Management)	16,331	29,916	16,331	16,331	29,916	16,331
<b>Total Wages</b>	<b>16,331</b>	<b>29,916</b>	<b>16,331</b>	<b>16,331</b>	<b>29,916</b>	<b>16,331</b>
<b>Direct Expenses</b>						
EFTPOS Expenses	197	179	179	197	179	179
Equipment Leases	703	813	881	703	813	881
Jackpots	-	2,000	1,600	-	2,000	1,600
Licences	1,652	3,044	1,652	1,652	3,044	1,652
Repairs & Maintenance - Bar	257	446	257	257	446	257
Repairs & Maintenance - Bowling Club	468	454	468	468	454	468
Replacements & Minor Assets	654	-	654	654	-	654
Sundry Expenses	225	606	225	225	606	225
<b>Total Direct Expenses</b>	<b>4,156</b>	<b>7,542</b>	<b>5,916</b>	<b>4,156</b>	<b>7,542</b>	<b>5,916</b>
<b>Bar Surplus / (Deficit)</b>	<b>7,450</b>	<b>(24,053)</b>	<b>6,546</b>	<b>7,450</b>	<b>(24,053)</b>	<b>6,546</b>
<b>Kitchen</b>						
<b>Income</b>						
Bar Meals	-	-	522	-	-	522
Kitchen Income	19,008	27,767	19,008	19,008	27,767	19,008
<b>Total Income</b>	<b>19,008</b>	<b>27,767</b>	<b>19,530</b>	<b>19,008</b>	<b>27,767</b>	<b>19,530</b>
<b>Purchases</b>						
Kitchen Purchases	15,811	17,798	15,641	15,811	17,798	15,641
<b>Total Purchases</b>	<b>15,811</b>	<b>17,798</b>	<b>15,641</b>	<b>15,811</b>	<b>17,798</b>	<b>15,641</b>
<b>Wages</b>						
Wages - Kitchen	15,693	23,817	15,693	15,693	23,817	15,693
<b>Total Wages</b>	<b>15,693</b>	<b>23,817</b>	<b>15,693</b>	<b>15,693</b>	<b>23,817</b>	<b>15,693</b>

	APR 2025	APR 2024	BUDGET FOR MONTH	CURRENT YTD	PREVIOUS YTD	BUDGET YTD
<b>Direct Expenses</b>						
Depreciation - Kitchen Equipment	578	556	556	578	556	556
R & M Kitchen	3,427	353	3,427	3,427	353	3,427
Replacements < \$1,000 - Kitchen	2,132	-	1,933	2,132	-	1,933
<b>Total Direct Expenses</b>	<b>6,137</b>	<b>909</b>	<b>5,916</b>	<b>6,137</b>	<b>909</b>	<b>5,916</b>
<b>Kitchen Surplus / (Deficit)</b>	<b>(18,634)</b>	<b>(14,757)</b>	<b>(17,720)</b>	<b>(18,634)</b>	<b>(14,757)</b>	<b>(17,720)</b>
<b>Gaming</b>						
<b>Income</b>						
Gaming Income	17,468	26,928	26,928	17,468	26,928	26,928
<b>Total Income</b>	<b>17,468</b>	<b>26,928</b>	<b>26,928</b>	<b>17,468</b>	<b>26,928</b>	<b>26,928</b>
<b>Expenses</b>						
Depreciation	2,477	2,600	2,600	2,477	2,600	2,600
EMS Monthly Monitor Fee	55	55	55	55	55	55
Gaming Duty	4,168	6,577	6,577	4,168	6,577	6,577
Problem Gambling Levy	225	355	355	225	355	355
Gaming Machine Fee	931	966	1,114	931	966	1,114
Gaming Service Contract	1,114	973	1,114	1,114	973	1,114
<b>Total Expenses</b>	<b>8,971</b>	<b>11,526</b>	<b>11,815</b>	<b>8,971</b>	<b>11,526</b>	<b>11,815</b>
<b>Gaming Surplus / (Deficit)</b>	<b>8,497</b>	<b>15,402</b>	<b>15,113</b>	<b>8,497</b>	<b>15,402</b>	<b>15,113</b>
<b>Club Raffles</b>						
Income	1,348	1,246	1,500	1,348	1,246	1,500
Expenses	(217)	(174)	(217)	(217)	(174)	(217)
<b>Net Club Raffles</b>	<b>1,131</b>	<b>1,072</b>	<b>1,283</b>	<b>1,131</b>	<b>1,072</b>	<b>1,283</b>
<b>Courtesy Bus Costs</b>						
Courtesy Bus Income	269	220	269	269	220	269
Depreciation	(28)	(40)	(40)	(28)	(40)	(40)
Running Costs	(328)	(253)	(328)	(328)	(253)	(328)
<b>Total Courtesy Bus Costs</b>	<b>(88)</b>	<b>(73)</b>	<b>(99)</b>	<b>(88)</b>	<b>(73)</b>	<b>(99)</b>
<b>Entertainment</b>						
Expenses	(2,858)	(3,250)	(2,858)	(2,858)	(3,250)	(2,858)
<b>Net Entertainment</b>	<b>(2,858)</b>	<b>(3,250)</b>	<b>(2,858)</b>	<b>(2,858)</b>	<b>(3,250)</b>	<b>(2,858)</b>

	APR 2025	APR 2024	BUDGET FOR MONTH	CURRENT YTD	PREVIOUS YTD	BUDGET YTD
<b>Hire Income</b>						
Cabin Hire	7,009	-	7,009	7,009	-	7,009
Hire Car Parking Income	522	435	522	522	435	522
Hire The Pavilion Income	391	1,217	391	391	1,217	391
Market Income	-	1,562	1,562	-	1,562	1,562
<b>Total Hire Income</b>	<b>7,923</b>	<b>3,214</b>	<b>9,484</b>	<b>7,923</b>	<b>3,214</b>	<b>9,484</b>
<b>Motorhome Income</b>						
Motorhome	1,080	1,448	1,080	1,080	1,448	1,080
<b>Total Motorhome Income</b>	<b>1,080</b>	<b>1,448</b>	<b>1,080</b>	<b>1,080</b>	<b>1,448</b>	<b>1,080</b>
<b>Total Trading Activities</b>	<b>4,502</b>	<b>(20,997)</b>	<b>12,829</b>	<b>4,502</b>	<b>(20,997)</b>	<b>12,829</b>
<b>Plus: Other Income</b>						
Donations Received	100	100	100	100	100	100
Interest Income	(27)	866	27	(27)	866	27
Member Subscriptions	1,231	874	1,271	1,231	874	1,271
Sundry Income	35	49	35	35	49	35
<b>Total Other Income</b>	<b>1,339</b>	<b>1,888</b>	<b>1,433</b>	<b>1,339</b>	<b>1,888</b>	<b>1,433</b>
<b>Less: Occupancy Expenses</b>						
Depreciation - Other Assets	4,373	4,191	4,211	4,373	4,191	4,211
Wages - Cleaning & Maintenance	1,635	1,045	1,635	1,635	1,045	1,635
Electricity & Gas	1,704	1,914	1,704	1,704	1,914	1,704
Repairs & Maintenance - Other	30,319	92	19,813	30,319	92	19,813
Rubbish Removal	382	433	382	382	433	382
Telephone, Tolls & Internet	228	209	228	228	209	228
<b>Total Occupancy Expenses</b>	<b>38,641</b>	<b>7,884</b>	<b>27,973</b>	<b>38,641</b>	<b>7,884</b>	<b>27,973</b>
<b>Less: Administration Expenses</b>						
Accounting Fees	1,715	946	765	1,715	946	765
Advertising	595	250	595	595	250	595
Bank Charges	328	527	378	328	527	378
Clubs NZ Membership Fee (Capitation)	4,112	-	4,112	4,112	-	4,112
Clubs NZ Seminars	-	-	1,348	-	-	1,348
General Expenses	112	258	112	112	258	112
Hospitality Expenses	325	261	241	325	261	241
Insurance	2,221	2,085	2,221	2,221	2,085	2,221
Interest Expenses	-	140	140	-	140	140
Laundry & Cleaning	1,741	1,040	1,741	1,741	1,040	1,741
Member Purchases	-	40	-	-	40	-
Payroll Processing Fees	149	109	149	149	109	149
Printing and Stationery	186	-	186	186	-	186
Security	57	56	57	57	56	57
Sky TV Expenses	1,109	1,051	1,109	1,109	1,051	1,109
Staff Training	26	-	-	26	-	-

	APR 2025	APR 2024	BUDGET FOR MONTH	CURRENT YTD	PREVIOUS YTD	BUDGET YTD
Subscriptions Expense	1,039	-	1,039	1,039	-	1,039
Total Administration Expenses	13,715	6,763	14,193	13,715	6,763	14,193
Net Profit / (Loss)	(46,515)	(33,756)	(27,904)	(46,515)	(33,756)	(27,904)

