**BEACHLANDS CHARTERED CLUB (INC.)**

**Minutes of Committee Meeting held 16/11/2023 at 6.01pm**

**Present:** Darryl Good (President), Glen Fitzpatrick (Vice President), Carol Laing (Treasurer), Judy Popham, Caitland Good, Meshell van Velzen, Logan Sainty, Charlotte Goodlet (Club Manager), Donna Orriss, (Office Manager).

**Apologies:** Fraser Webberley

**Minutes of previous meeting:**  *Moved Judy / Seconded Caitland*

**New Members:** Morgan Hall, David Bach, Deana Ingles, Paul McKay, Richard O'Hanlon, Marisa Eck, Malcolm Little, Colleen Little, Aaron Little, Angela Angle, Neil Angle, Russel Sinclair, Catherine Brady, Jamie Swainbank, Kathy Marx, Dennis Marx, Cristo Coetzee, Shanying Wang, Fiona Wen, Sunshine Xiang Liu, Patricia Mankelow, Janene Wilson, Roger Wilson, Jordan Marais, Gillian Rutherford, David Chen, and Graham Rowley.

**Membership:** Full 306, Senior 148, Life 6, Staff 0, Complimentary 6. Total 468.

**Matters arising from last minutes:**

* **ATM:** Has been open for withdrawals since Tuesday the 10th of October 2023. Donna checks levels as soon as she gets in to work and then replenishes the ATM if it needs it. Uses an average of 2K-3K per week on withdrawals. We are using the 8ball/Quiz/Raffles cash on site and the money used gets put back into that bank account. Rebates are going into the bar account on the 23rd of the following month so, we can expect our first rebate to be on the 23rd of November.Darryl has asked the office to check that the rebate is correct when deposited into our account every month.
* **Power Tracking:** Charlotte has been taking photo of the meter each Friday to work out an average power usage by Ambrosia. This percentage of power used per month will be reflected in the amount we charge Ambrosia in their overhead bill going forward. At the moment we are charging them 50/50.
* **Not-for-profit:** We are still waiting on the charities office to give us our certification. As soon as we receive this the office will be applying for bank fees to be waived, free online texting, free Microsoft subscription and apply for some grants.
* **Incidents**
1. **Pat Murray** has been verbally warned by Charlotte about touching people inappropriately at the club. A female came into the club with a crop top on and Pat took it upon himself to say, "you must be cold" and then proceeded to touch her ribcage area. If the committee would like to take this further, I am happy to, I would like to hear your opinion on this as Pat had a warning sent out to him just last month about being on drugs on the premises. It has been agreed that a disciplinary meeting is to be set up for next week.
2. **Adrian Pene** is the man who verbally abused Jordan by repeatedly calling him a Faggot and inappropriately hitting on Honey, his trespass notice has been filled in and dropped off at the local police station to be served by Eden.
3. **Carpark arrests** One of our local constables called James, visited the club about some arrests made between the hours of 3am-5am on the morning of Saturday 11th November in our carpark, Charlotte has provided him with the footage from midnight to 5am due to parents complaining about the police treatment of the young offenders. James also informed us that the police have yet to find Travis Norton, Charlotte has let the bar staff know that if he returns, we needs to call the police.
* **Courtesy Car -** The courtesy car is at the boat painters at Pine harbour Marina. It will be sign written and be available in the New Year for the Club to use. Darryl will talk to Derek Trent to see if he wouldn’t mind being our driver.
* **Urinal:** Our local plumber has fixed the urinal, this cost us $250.
* **Christmas Monster Raffle and Club Party:** This date has been changed to Saturday 16th December and the sponsorship letter has been sent out to appropriate members. Sponsorship as follows: Damien Stansfield ($1000.00 cash first prize), Jason Keane (To be advised), Michelle Cadman (Gold St Christopher necklace), Ryan Anderson (Interior and exterior car detailing), Sue and Donal Maher (1 x Water tank refill), Judith West (1 x Pilates concession card), Lloyd Allsopp (Jars of Honey). Tickets will be $20 each and we are selling 300 tickets.
* **Club Party:** A Happy hour to be put on. We could ask Shane Hetherington if he could dress up as Santa and have photos and a lolly scramble and present (Parents to provide for their children). Hopefully we could get Owen Van Bolderen to sing. We will put it in the school newsletters.
* **Junior Membership:** This is to be held on the first Friday of every month. It will be $10 to join, and membership cards will be given to each junior member. The $10 will be to fund different activities. A bucket draw will be available for members to participate in for $2.00. This will also help fund different activities. Age restriction will be 0-17. Check with Clubs NZ as to rules around a junior membership. Ideas so far are - slime factory, Taffy the Fairy, face painting, simulator borrowed from Hank, disco, guess how many lollies are in the jar. Owen van Bolderen has been confirmed to play on Friday 1st December for the first junior members registration night.

**Financial Report:** Bank account balances, PNL report, cash-on-site, and a list of overdue and upcoming creditors were presented accepted.
 *Moved Carol / Seconded Glen*

**General Business:**

* **Committee code of conduct:** Charlotte has prepared a standard document advised by Clubs NZ for the committee to sign. This is a brief 1-page document outlining of roles and code of practice for the executive committee. Glen, Carol, Logan, Donna, and Charlotte have returned this form signed.
* **Final member’s draws of 2023:** Sports/Fishing: Friday 15th December. Club Night:Thursday 21st December.
* **Club and Gaming hours:** From 01/12/2023 the office will be monitoring how the staff is coping with the new regulations. Staff will have the discretion to close gaming. If it is not worth keeping gaming open, the manager on duty will have to give a half hour warning to those gambling. The office will arrange a sign for the room, so everyone is aware of the new rule. We will let our members know in the newsletter of our intentions.*Unanimous*
* **Staff:** Rachel is down to one shift per week unless needed, she will be picking up things slowly in the new year that go along with her marketing degree i.e. advertising, improving the menu etc. Rachel & Max's Manager's certificate has been paid for by the club and they are now only waiting on their interview with the DLC. Jordan has been given a key and has signed for it, he has picked things up very quickly and Max has trained him well, the club has paid for his LCQ on 15.11.2023 which cost us $173. Donna and Charlotte have both cut down their paid hours totalling 15-25 hours per week, we are being paid for 30 hours each and will adjust this when finances improve.
* **PAYE:** Last month's PAYE bill (due 20th October) was split into $2500 over 3 weeks due to paying out Mel and training extra staff. This has been paid off Friday 3rd November.
* **Mortgage:** The office has enquired to apply for interest only, we haven't heard back yet. This will help relieve the finances over the Christmas period.
* **Ambrosia:**
1. The owner from Pohutukawa Vets, Johanna Lamb contacted the club about a blocked main that we share with them next door, she said it was filled with grease and fat, Ambrosia denied this however there is no proof that Dil was getting his grease converter serviced up until 5 months ago where Anju came into the office and said she couldn't use her sink as it was blocked up, Anju said that it hadn’t been done since Kathy left the club. Charlotte has sent Dil the invoice to pay back Johanna and explained that it needed to be paid. Dil is to pay the drain unblocking invoice for the vets and he is to keep the grease trap serviced. Darryl is to have a meeting with Dil to outline his responsibilities.
2. Donna has helped Dil and Anju gain their DGC - Dangerous Goods compliance certification, if they don't obtain this and comply then the restaurant will be shut down, it was due on the 15.11.2023. She has done all the emailing back and forth to make sure they are compliant.
* **TFCP:** We have passed our food grade license, and this will be reviewed yearly, thank you Donna for taking this on to make sure we as a club and ensuring all staff are compliant.

**Events**

* **New Years Eve:** It has been discussed that we could do karaoke as we did last year. Caitland suggested to have a sparkles theme and she is willing to help organise the night.
* **Fishing Competition:** As soon as the Monster Raffle is done the office will be looking at tide times to propose a date for this event. We are going to provide a filleting station. $5 or $2 for smaller fish as a fee to fillet. The fish will go into sealed bags. The fish frames go to families in need or an appropriate charity.

**Round Table**

* Every Thursday from 12-4pm. We have a group of ladies playing the card game Bolivia.
* The heat pump has broken. It is not under warranty, and we are waiting for a quote to get the computer board fixed. Caitland will approach Rachel Locke to have a look at the heat pump as she is an electrician.
* A member of staff has signed a letter that excludes her from playing the pokies at the Club. They are in the process of excluding herself from different venues.
* We have 3 separate companies providing us with rubbish removal presently. General, paper recycling and glass recycling. It might be more cost effective to have all three services through one company. Donna will approach Green Gorilla – Craig Sinclair – 021 899 412 or 09 636 2244 and compare pricing.

Meeting Closed 7pm

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Darryl Good, President

Meeting closed. ??

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Signed: Darryl Good, President