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MINUTES OF THE MANAGEMENT COMMITTEE MEETING

MONDAY 22<sup>nd</sup> January 2024, 3:00pm

WOODLANDS ROAD, WAIHI

**PRESENT:** Karen Roche (President), Wendy Matutinovich (vice President) , Brian Baynes, Gary Dunning, Jill Morrison, Mike Rose, David Campbell (Manager)

**APOLOGIES:** Nil

**CHANGES TO THE MANAGEMENT COMMITTEE**

After the December meeting the President stepped down for personal reasons. A meeting on Monday 18<sup>th</sup> December of the remaining Management Committee was held, and agreed the vice president would step up to the president's role, with Wendy being appointed Vice President.

The meeting agreed that the president would approach the 3 unsuccessful candidates in order of their polling position, and offer the vacant position as set out in the constitution.

Resulting in Mike Rose being co-opted onto the committee.

**PREVIOUS MINUTES**

Moved "That the minutes of the December Management Committee meeting be taken as read."

Carried Karen Roche/Mike Rose

Moved "That the minutes of the December Management Committee meeting be approved."

Carried Karen Roche/Brian Baynes

**MATTERS ARISING**

Code of Conduct:

Document had been circulated, discussion took place and a confidential clause will be added, and recirculated.

Glasgow Report:

Report of the Glasgow visit before Christmas was received and circulated. Brian to discuss with at the next course advisory committee meeting..

Project list & Priorities:

Summary of priorities received from the committee members was presented to the meeting. This requires additional discussion and will tie in Strategic planning meeting scheduled for Tuesday 3<sup>rd</sup> March at 2pm.

Signage

Downstairs signage still to be updated with current green fee charges.

Tee Signage

Gary Dunning and John Libby met with the manager to discuss progress. Mark Samson is currently redesigning the images to go on the tee signs, manager previously meet with Mark, and waiting to hear back.

Name Tags

Manager asked the staff about wearing name tags, it was not considered necessary, however a sign will be placed in the pro shop listing names of duty manager and staff currently working.

## CORRESPONDENCE

### INWARD:

13/01 Coaching on Course

19/01 Men's Golf re green fee players on Saturday Club Day.

### OUTWARDS

13/12 Nan & Bob Hoggard Advising no decision had been made on signage.

### DISCUSSION:

Letter regarding Coaching on Course was holding up play.

After discussion it was agreed that if there was coaching on the course it should not be done at a time where it holds up play. President will speak to person concerned.

Men's Golf Re Green Fee players on Club Day-Saturday

A number of points were raised and discussed:

Between opening and closing day, where two tee start are used there is a number of slots used by members and visitors 7:45am-8:13am 5 slots, 11:30-11:44am 3 slots, also 12:30pm to 13:12pm

Men's golf believes at times players using these slots adversely affect the pace of play for the Sat ladies, AM men and PM men's fields.

Men's golf is suggesting that these slots be used for members only. When important trophy events are on they are not used at all, or the very least, these spots should be kept for affiliated players only.

The financial ramifications in green fee income to the club.

It was not known how often are these incidents occurring, and is it green fee players, or members causing the hold ups.

After much discussion the committee felt this needed further investigation and more discussion before a decision could be made.

## OMMISSION IN CORRESPONDANCE

Received 6<sup>th</sup> Dec 2023

To Management committee

A proposal by the Women's 18 Hole committee to shift from BOP association to Waikato association pennants was discussed at the AGM.

The majority agreed that this should be progressed, to be implemented for 2025. This would bring pennants in line with the Men's and Vets.

We request that the Management committee please send a letter to Waikato Golf Association regarding this proposal.

Kind Regards

Women's 18 Hole Ladies

## PORTFOLIO ALLOCATION

Mike Rose has now joined the committee, Mike's strength are in Sponsorship and communication, after discussion it was decided that Mike would have no direct portfolio, however happy to assist wherever needed.

## MEMBERSHIP REPORT-22<sup>nd</sup> January 2024

30 members joining during the month.

New members 4000-4024, rejoined 3643, 3635,3676, 2876,3114

Comparison with previous years was presented.

January 2024	Total Members 542
January 2023	Total members 511
December 2022	Total members 514
December 2021	Total members 484
December 2020	Total Members 453
December 2019	Total Members 375

The golf NZ audit on levies is currently being done.

Moved: That the membership report be accepted and approved."

Carried Karen Roche/Mike Rose

## Financial Commentary for December 2023

### Income:

<u>Cash Position:</u>	Up 2.3%	(\$11,074)
<u>Operational Income:</u>	Up 7.8%	

Increases in income streams.

Subs, Green Fees, Bar, Carts, shop

Tournament income Pro-am prizes purchased.

### Expenses:

<u>Admin Costs:</u>	up 30.5%- Due to wages
<u>Building Exp:</u>	down due to insurance,
<u>Course Exp:</u>	Up, replacement of Verti-drain Tines
<u>Membership expenses:</u>	Up Catering Expenses-Timing

**Overall:** YTD Income up 7.8%  
YTD Expenses up 19.3% on previous year,

Moved "That the accounts totaling \$120,759.98 for the period 1<sup>st</sup> December to 31<sup>st</sup> December be approved and passed for payment.

Carried Karen Roche/Jill Morrison

### Discussion:

Jill queried the accrued leave in the balance sheet, and is currently being investigated.

Financial Report Accepted

Carried Karen Roche/Jill Morrison



## COURSE REPORT JANUARY 2024

### WEATHER

Summer is here but with weather conditions that are giving us enough rain to keep the growth ticking over with some areas drying out, but still, plenty of grass. At this point for January, we have had 125mm of rain with more rain forecast for the last few weeks of this month and into February. We had 114.5 mm for December.

### GREENS

The greens are coming along nicely with consistent growth due to the warm temperatures and regular light irrigation. I have been running a Fungicide preventative program to keep on top of the Dollar Spot and other Fungus that can be very prevalent in these warmer conditions with constant irrigation and the humidity we have been having. The greens will be aerated on the 4th of March with the air2g2 machine which shatters the soil at a greater depth than Verti-draining but still causing no damage to the root growth and very minimal disruption to the putting surface.

### FAIRWAYS AND APPROACHES

The Fairways and Approaches still have good amounts of grass in them at this point. We will start to spike and aerate them over the next few months. We are still mowing these areas weekly as required by the moderate growth.

### TEES

The Tees are getting very similar treatment to the Fairways and Approaches but have also received applications of wetting agent and fertiliser to help them recover along with the irrigation being turned on to encourage as much growth as possible. The tee's will also be Verti-drained over the next month.

### ROUGH

The rough is being mowed as required depending on the amount of growth which is being affected by sporadic rain conditions causing flushes of growth.

### BUNKERS

The Bunkers have all been fly mowed, edged, and weeded with an application of growth regulator applied around the edges of the green side ones to keep them tidy. We have also topped up some of them where required.

### SUMMARY

So over the next month we will be aiming to present the course to a high standard as we are coming into some major tournaments with a high quality of playing surface. I would like to thank all the volunteers who have come out to help over the past month as their help is invaluable as they do an amazing job in helping to present the course to a great standard.

Mark Lindsay

Waihi Greens Superintendent

### HOUSE REPORT

#### Course Toilet:

Toilet roll holder not suitable for large toilet paper rolls. The manager will order smaller rolls.

#### Exterior Clubhouse Toilet:

Rubbish bin requires emptying of paper towels, manager will speak with cleaner.

#### Ladies Restroom upgrade:

Bay Bathroom Design and Build, who are preparing the concept and costings for the ladies' bathroom, are still awaiting structural information regarding the walls in the ladies' bathroom. Once this is supplied, they will come up with a concept plan and costings.

### Kitchen

Wendy has spoken to Dee regarding the requirements for the kitchen:

- Oven: Have not found a like for like replacement, however cost expected \$12-\$13K
- Fridges: Are aging, and better replacement would be double door upright fridges and Freezers, cost approx. \$5K each.
- Ceiling Fan: Would assist with the temperature in Kitchen.

### Rental Property

Rental income up to date.

### Spring Clean:

Suggested that on volunteers' day, could ask some of the ladies' members to tidy the clubhouse.

### Upstairs Computer:

There is currently no printer upstairs, so results need to be printed downstairs.

### Bar Service:

Bar turnover YTD is up 37%, with gross profit up 32%. Although bar hours remain similar it can be very hectic, with queues forming. Although consideration has been given to additional staff, part of the hold up is ringing the sales on the till then manually entering amount to the EFTPOS terminal. Consideration should be given to upgrading the till to a more user-friendly option, i.e. a touch screen with suitable software, this would assist when volunteers or inexperienced Bar staff are being used. Manager to look at options.

## **SUGGESTION BOX**

Nil

## **HEALTH & SAFETY:**

Nil

## **GENERAL BUSINESS:**

### The Fox

Brian Baynes, Gary & Wendy had a meeting with Sports Inc the organisers of The Fox.

It was noted that in future the manager and all committee should be informed of any planned meetings where people are representing the management committee.

A letter received on the 20<sup>th</sup> of January regarding the meeting which will be circulated after the meeting for committee members to discuss at the next meeting.

### Program Booklet

Currently with the printers waiting for the final proof to come back.

### Club Captains Meeting:

Minutes of previous club captains' meeting were discussed.

Next meeting scheduled for Tuesday 30<sup>th</sup> January 2pm. Before opening day.

Agenda items to include

- Tee Names/Signage
- Debit card
- Prizegiving
- Junior program
- Weed eating around Trees/Spraying

Meeting closed 5:18pm

**Next Meeting:** Monday 19<sup>th</sup> February 2024

Signed that the minutes are a true and correct record.



Karen Roche  
President



David Campbell  
Manager