

BOARD OF DIRECTORS

SUMMARY OF MEETING BOD 23.5

MAY 2023

Forum Room – Club Catalina

**MEETING DETAILS**

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| **DATE OF MEETING:** | Thursday 27 May 2023 |
| **MEMBERS PRESENT:** | C Flynn (Chair), M Wallace, F Cross, R Gercken, A Hall, R Sinclair, M Lowe, G Chapman (GM) |
| **APOLOGIES:** | M Judd (AGM)  |

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| The Board passed along their congratulations and warm wishes to Assistant General Manager, Mitch Judd, and his wife on the birth of their second son, Angus Elwood Judd. |

**MINUTES OF THE BOARD MEETING HELD THURSDAY 30 MARCH 2023 BOD 23.5.1**

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| **Minutes of Board Meeting** held Thursday 27 April 2023 (23.4) 2023 be accepted as presented. |

**BUSINESS ARISING FROM PREVIOUS MINUTES – ACTION LIST**

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| **Business Arising** from 30 March & 19th April 2023 Minutes:* 7 Action List items completed.
* 16 Action List items identified or in progress.
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**CORRESPONDENCE INWARDS BOD 23.5.2**

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| 1. Thank you letter from Marine Rescue NSW re Inaugural Charity Golf Day
2. Thank you email from Rotary MHERV Health Check Van
3. Notice of Land Valuation from the Valuer General
4. Club Catalina Updated Privacy Policy – endorsed
5. Letter of thanks for Donation to Batemans Bay Hospital Auxiliary
6. Greenkeepers Shed renovation quote endorsed **BOD 23.5.2**
7. Golf Shop Entry Door & Alfresco Terrace Entry Door Quotes endorsed **BOD 23.5.3**
8. Club Grant Stepz Sourth Coast Dance Academy – denied **BOD 23.5.4**
9. Club Grant Jaylah Hancock Cameron – supported **BOD 23.5.5**
10. Club Grant Eurobodalla Can Assist – requested to provide Club Grant Cat 1 **BOD 23.5.6**
11. Member email re course condition
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**CORRESPONDENCE OUTWARDS BOD 23.5.8**

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| 1. Thank you letter to Ms Chapman on behalf of Club for support during staff shortages
2. Response letter to member regarding temporary crossing on 17th  hole pathway
3. Response letter to Marine Rescue NSW for their Charity Golf Day
4. Response email to Rotary MHERV Health Check Van
5. Letter to member re Approved Course Access
6. Response letter to member re Golf Fixture Booklet
7. Email to member Legal representative re requested compensation
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**COMMITTEE REPORTS BOD 23.5.9**

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| 1. Minutes of Lady Golfers Committee Meeting held 11 April 2023
2. Minutes of Workplace Health & Safety Committee held 20 April 2023
3. Minutes of Grounds, Greens & CATS Committee held 26 April 2023
4. Minutes of Junior Golf Committee held 26 April 2023
5. Minutes of Golf Operations Committee held 8 May 2023

**Business Arising from Committee Reports** – contribution toward Sophie Eppelstun’s representation at the **IMG Junior World Championships** from the Club including Lady’s Subsection, Veteran’s Subsection & Junior Golf Program.  **BOD.23.5.10** |

**MANAGEMENT REPORT**

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| * **Finance Reports** presented by GM.
* **Functions**: scheduled & booked for June 2023 as presented.
* **HR Matters**: Total Employees 98, Permanent 30, Part time 19, Casual 49
* **HR Business Unit Plan:** currently advertising for roles for Childminding Attendant, Banking Clerk, Finance Manager, and Marketing and Communications Manager**.**

**Course Statistics – April 2023** (players per day)**April 2023 –** 6,125 rounds – (204 players per day)**Financial YTD 2022** (July – April) – 55,006 rounds (181 players per day)**Financial YTD 2023** (July – April) – 54,969 rounds – 0.1% reduction (181 players per day)**Management Recommendations** approved. **BOD 23.5.11** |

**GENERAL BUSINESS**

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| * **Updated By-Law 3** - specify 5 Day membership 50% discount on weekend play **BOD 23.5.12**
* **Stage 3b, Phase 2** – finalising lighting for the Lighthouse – DA approved**.**
* **Brand Strategy** – proposal to include Club Logos, exteriors, room names, uniforms, colours etc. **BOD 23.5.13**
* **2023/24 Budget Capex & Cashflow** – In progress
* **Governance Folders –** Available at reception for member access holding all required legislative documentation.
* **Interim Audit** – undertaken by Daley Audit
* **Future Strategic Plan Workshop** – Proposed Monday 10 July to review Strategic Plan
* **Directors Club Shirts** – Request for official informal Club business.
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**MEETING CLOSED**

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| **TIME OF MEETING CLOSE:** | 5:45pm |
| **DATE OF NEXT MEETING:** | To be held Thursday 22 June 2023 at 3pm. |

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| **MEMBER SUGGESTIONS** |  |

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| **Item #** | **Date** | **Suggestion** |  | **Referred to** | **Action** |
| **364** | 12/05/2023 | Rakes to be left out of bunkers |  | MJ | Thanked John for his feedback and offered to catch up in person |

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| **Membership as of 1 May 2023** |
| **Category** | **2023** | **2022** | **% Change** |
| **7 Day** | 486 | 481 | 1.04% |
| **Week Day** | 281 | 278 | 1.08% |
| **Country** | 88 | 73 | 20.55% |
| **Intermediate** | 19 | 8 | 137.50% |
| **Under 35's** | 60 | 45 | 33.33% |
| **Junior** | 28 | 23 | 21.74% |
| **Cadet** | 33 | 33 | 0.00% |
| **Life** | 5 | 3 | 66.67% |
| **Life Subscribers** | 12 | 12 | 0.00% |
| **SUB TOTAL - Golf** | **1012** | **956** | **5.86%** |
| **Social 1** | 3443 | 3063 | 12.41% |
| **Social 3** | 3366 | 2865 | 17.49% |
| **Social 5** | 2284 | 2092 | 9.18% |
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| **NEW Members**  | 255 | 258 |   |
| **SUB TOTAL - Social** | **9348** | **8278** | **12.93%** |
| **TOTAL MEMBERS** | **10360** | **9234** | **12.19%** |
| **Visitors** | 7773 | 7853 | -1.02% |
| **Members Guest** | 464 | 405 | 14.57% |
| **Function** | 210 | 109 | 331.00% |
| **Contractors** | 14 | 53 | -73.58% |
| **Combined Visitors** | **8461** | **8420** | **0.49%** |



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