

# CATALINA CLUB

BOARD OF DIRECTORS  
 SUMMARY OF MEETING BOD 24.5  
 30 MAY 2024  
 Seaside Room – Catalina Club

## MEETING DETAILS

<b>DATE OF MEETING:</b>	Thursday 30 May 2024
<b>MEMBERS PRESENT:</b>	C Flynn (Chair), R Gercken, M Wallace, C. Lyttle, A Hall, R Sinclair, M Lowe, G Chapman (GM), M Judd (AGM), S. Calabro (Finance)
<b>APOLOGIES:</b>	Nil
<b>GUEST PRESENTER:</b>	L. Greenup – via Teams link re key elements of Mini Golf, Driving Range and Outdoor Food & Beverage Business Plan

## MINUTES OF BOARD MEETING HELD THURSDAY 27 MARCH 2024

**BOD 24.5.1**

**Minutes of Board Meeting** held Thursday 27 March 2024 (24.3) be accepted as presented.

## ACTION LIST STATUS

- 10 Action List items completed.
- 9 Action List items identified as on hold or in progress.

## CORRESPONDENCE INWARDS

**BOD 24.5.2**

- Member complaint re another golfing member
- Member Anzac Day complaint
- Certificate of Appreciation – South Coast Pastel Society
- Letter requesting the 5km Radius membership rule be removed so that they could visit the club without requiring membership
- Club Grant Category 2 Applications:
  - i. Batemans Bay Community Picnic      \$1,650.00
  - ii. Peppers Netball Club                      \$1,000.00
  - iii. St Bernards Primary School              \$10,000.00

## CORRESPONDENCE OUTWARDS

**BOD 24.5.3**

- Letter of Authority to our Insurer
- Management response to member re Anzac Day complaint
- President’s response to Blackheath Centenary Invite

## COMMITTEE REPORTS

**BOD 24.5.4**

Minutes of Lady Golfers Committee Meeting - March & April 2024
Minutes of Workplace Health & Safety Committee - 4 April 2024
Minutes of Grounds, Greens & CATS Committee - 11 April 2024
Minutes of Junior Golf Committee – Nil held
Minutes of Golf Operations Committee - 18 April 2024
Minutes of Vets Committee – 12 April 2024

## MANAGEMENT REPORT

- **Membership Applications for March & April 2024**
- **Functions Authority:** scheduled & booked for May & June 2024 as presented.
- **Gaming Machines – Club Catalina License #239470**
- **Director & Top Executive Declarations**
- **Detailed Finance Reports** including Budget & P&L presented by GM.
- **HR Matters:** Total Employees 96, Permanent 32, Part time 11, Casual 53 (12 Golf Course)
- Recruitment during the month of April 2024: 1 Community & Marketing Assistant (Megan), 2 Food & Beverage, 1 Cleaner, 1 Golf Shop/Reception (Sophia) & 1 Administration. 4 Terminations.
- 152hrs Training (rostered) April 2024, 33 employees
- Leading Teams sessions were held 23 April 2024 with the Senior Leadership Team focusing on purpose, team member reviews, dynamics, alignment & expectations.
- The second session was held with Course Maintenance Leadership Group, focus on purpose, team culture – current behaviours.
- WHS online training modules have been issued to the entire team (May 2024)
  - Introduction to Health and Safety in the Workplace
  - Sexual Harassment at Work
- Bullying and Harassment in the Workplace
- Marketing calendar is nearing completion with a solid oversight of all activity for 2024/2025 budget development. The content calendars are now in an initial design stage so we can begin to shape and define our resource attribution ahead of moving from creative mode to marketing mode.
- Following the successful launch of Membership Renewals. Golf tournament creative is now up to date and the evolution of Clubhouse improvements in signage, Restaurant communications and the start of improvements in Trivia and Raffle promotions will begin a rolling change of incremental improvements.
- The marketing function will be offsite for two days in Sydney working directly with the agency on creative and digital developments to meet the commercial needs and marketing positioning of the club. They will be taking the opportunity meet with the marketing dept of Royal Sydney to learn about their course redevelopment strategy best practice while in Sydney.

- **Course Statistics – April 2024**

**April 2024 – 6,100 rounds** (203 players per day)

**April 2023 – 6,125 rounds** (204 players per day)

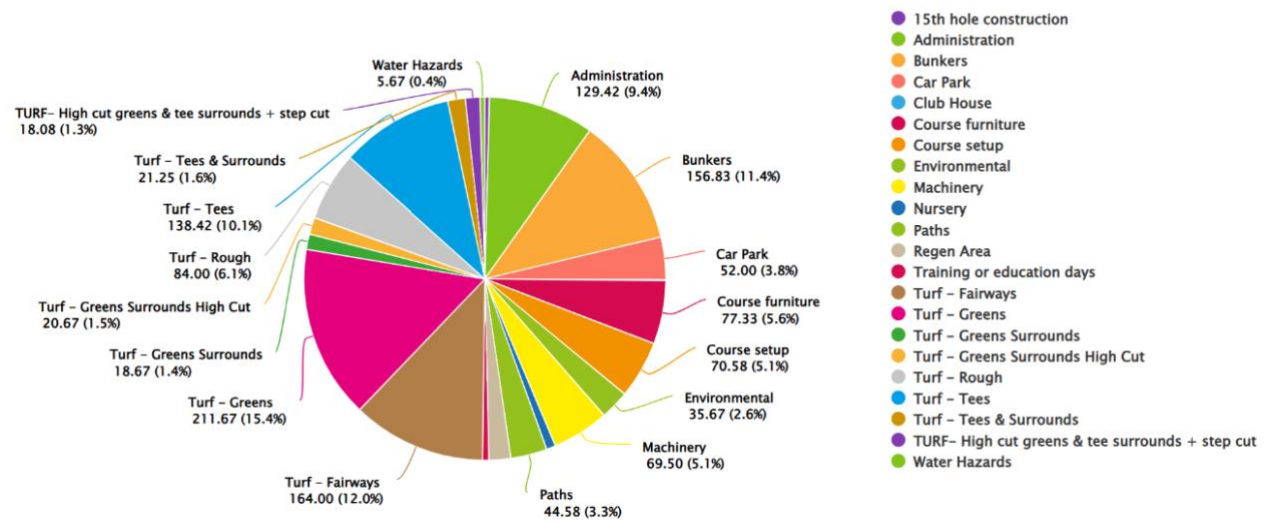
**Financial YTD 2024** (July – April) – 64,181 rounds – up 17% (210 players per day, 306 days)

**Financial YTD 2023** (July - April) – 54,969 rounds – (180 players per day, 305 days)

April saw the conducting of a continued number of Golf events. Primarily we hosted the 2024 Bay Open, Our premier Men’s Amateur event for the season. Once again, the event attracted players from the South Coast, Canberra & Sydney. Once again Richmond GC was strongly represented with nearly 40 players making the journey down for the weekend. The group of players certainly bring a great vibe to the event and when added to all other players we had 240 individual players compete across the weekend. Our 36 Hole Bay Open had 210 players on Saturday and 200 competing on Sunday. A great result is a good sign that the event is still a sought-after Amateur event and growing each year.

## Course Maintenance Tasks (March/April)

Total Hours  
1370:40



Management Recommendations accepted as presented.

**BOD 24.5.5**

## GENERAL BUSINESS

- **Visit to Swing City - 3 April 2024** successful.
- **X+O Interior Design and Furnishings** - Initial draft drawings presented to Board for comment.
- **GolfNSW Agreement** - The agreement for the NSW Open Qualifier is now in place, being conducted later this year over 3 days.
- **ClubsNSW and CMA Dinner and Meeting** – 6 and 7 August 2024. Bermagui Golf Club
- **Greenkeepers Amenities** renovations– hand over at the end May 2024
- **Current Foyer Restrooms** approx. 6 weeks to completion
- **Administration renovation** and Southern Carpark Bridges - All jobs are progressing well.
- **Veterans Website** to Migrate to the Catalina Club site soon.
- **Review of Golfing member categories** underway due to golfing membership numbers
- **Honour Board** – still causing intermittent issues.
- **No Light Beer on tap** – unfortunately due to current agreement no light beer on tap available.
- **Audit proposal** – approved for 2024
- **10<sup>th</sup> Fairway gum tree** – needs assessment due to excessive lean.
- **Carts through the Drop bag area** - There needs to be a sign to instruct no cart access via this access point. Pedestrian traffic only.
- **Unisex Locker Room** - 5 lockers broken into in the Unisex locker room.

**BOD 24.5.8**

## MEETING CLOSED

<b>TIME OF MEETING CLOSE:</b>	6.17pm
<b>DATE OF NEXT MEETING:</b>	To be held Thursday 30 June 2024 at 3pm.

MEMBER SUGGESTIONS	
Suggestion	Action
To ensure that players remain on cart paths around teeing areas, specifically 17th Teeing area	Management to communicate as per normal E-news and ensure that it is monitored from Golf Shop Personnel.

### New Member applications for April 2024

NEW MEMBERS	
April 2024	
7 Day	
Week Day	
Country	1
Intermediate	
Under 35's	
Junior	1
Cadet	2
<b>SUB TOTAL - Golf</b>	<b>4</b>
Social 1	97
Social 3	74
Social 5	22
<b>SUB TOTAL - Social</b>	<b>193</b>
<b>TOTAL NEW MEMBERS</b>	<b>197</b>

APRIL 2024			
	2024	2023	% Change
7 Day	523	486	7.61%
Week Day	280	281	-0.36%
Country	91	88	3.41%
Intermediate	17	19	-10.53%
Under 35's	56	60	-6.67%
Junior	49	28	75.00%
Cadet	47	33	42.42%
Life	2	2	0.00%
Life Subscribers	2	2	0.00%
<b>SUB TOTAL - Golf</b>	<b>1067</b>	<b>999</b>	<b>6.81%</b>
Social 1	4371	3443	26.95%
Social 3	3926	3366	16.64%
Social 5	2566	2284	12.35%
<b>NEW Members</b>	<b>197</b>	<b>255</b>	<b>-22.75%</b>
<b>SUB TOTAL - Social</b>	<b>11060</b>	<b>9348</b>	<b>18.31%</b>
<b>TOTAL MEMBERS</b>	<b>12127</b>	<b>10347</b>	<b>17.20%</b>
Visitors	6688	7773	-13.96%
Guest of Member	472	464	1.72%
Function	31	210	85.24%
Contractors	40	14	185.71%
Visitors	7231	8461	-14.54%
Member Visitation	15027	13943	7.77%
<b>TOTAL VISITS = Visitors + Members</b>	<b>22258</b>	<b>22404</b>	<b>-0.65%</b>

Visitor %	32%	38%	
Member %	68%	62%	

