



CATALINA CLUB

BOARD OF DIRECTORS
 SUMMARY OF MEETING BOD 24.6
 25 JULY 2024
 Captain's Lounge – Catalina Club

MEETING DETAILS

DATE OF MEETING:	Thursday 25 July 2024
MEMBERS PRESENT:	C Flynn (Chair), R Gercken, A Hall, R Sinclair, M Lowe, M. Wallace, G Chapman (GM), M Judd (AGM),
APOLOGIES:	C. Lyttle
GUEST PRESENTER:	S. Calabro (Finance) – Draft yearly Budget

MINUTES OF BOARD MEETING HELD THURSDAY 29 JUNE 2024

BOD 24.7.1

Minutes of Board Meeting held Thursday 29 June 2024 (24.6) be accepted as presented.

ACTION LIST STATUS

- 13 Action List items completed.
- 19 Action List items identified as in progress.

CORRESPONDENCE INWARDS

BOD 24.7.4

- ANZ Term Deposit JDF notice
- Letter from AIT – re 56-60 Country Club Townhouses
- Letter from Greenskeeper re Resignation
- ANZ Insights & discussion paper
- Red Tape Busters – Professional assistance in Grant applications – noted for information
- FTD Invitation to Tender – Façade Extension, Administration, GiftShop, Reception + Foyer, Gaming Restrooms, Staff Amenities + Restrooms, Board and Meeting Rooms
- By-law # 18 - Charity Events Update **BOD 24.7.2**
- Quote re data room UPS upgrade and gaming server refresh **BOD 24.7.3**

CORRESPONDENCE OUTWARDS

BOD 24.7.5

- Response to AIT Properties_56-60 Country Club Drive
- Disciplinary letters to four social members

COMMITTEE REPORTS

BOD 24.7.6

Minutes of Lady Golfers Committee Meeting - 14 May 2024
Minutes of Golf Operations Committee -20 June 2024

MANAGEMENT REPORT

- **Membership Applications for June 2024**
- **Functions Authority:** scheduled & booked for August 2024 as presented.
- **Gaming Machines – Club Catalina License #239470**
- **Director & Top Executive Declarations**
- **Detailed Finance Reports** including 2024/25 P&L Budget, CAPEX + Cashflow Budget presented by GM.
- **HR Matters:** Total Employees 94, Permanent 31, Part time 10, Casual 53 (11 Golf Course).
 - 123hrs Training (rostered) June 2024
 - Onboarding of new employees, and cross-training/upskilling of existing employees for relief cover and succession planning.
 - Team All meeting was held 5 June 2024 with updates provided by the Senior Leadership Team for each department, to assist with alignment of goals, priorities and expectations, celebrate successes, foster alignment with our purpose, mission and values, and provide transparency with responding to concerns.
 - Employment Engagement Survey undertaken.
- **Marketing** - Key development projects continue to gather pace as we align the organisational touchpoints. The touchpoints include:
 - External parts of the building, such as the car park entry and the digital roadside display.
 - New menu development.
 - Website.
 - Social media platforms.

The signage is part of a wider, rolling programme to update the physical environment but as these are structural, they will take longer to underpin, prime and recolour using specialist partners. The digital sign requires scaffolding tower for final fix, planned in mid to late July, weather dependent. This structure is an interim solution ahead of external refurbishment.

Within the digital space the website is being reformatted to become a state leader of club websites, with a heavy focus on sport as the home page. The most significant project for digital is the migration of a bespoke veterans' portals into the new look and feel, while retaining existing functionality and access to the veteran management team. The membership portal will receive similar upgrades.

Course Statistics – June 2024

June 2024 – 4,670 rounds (156 players per day)

June 2023 – 5,681 rounds (189 players per day)

Financial Year 2024 (July – June) – **73,338 rounds** – up 12.8% (200 players per day, 366 days)

Financial Year 2023 (July - June) – 66,583 rounds – (182 players per day, 365 days)

June saw us effected by weather again to a degree. We were totally closed for 4 days, and the weather also caused us to refrain from having carts on course for another 4 days. On top of these days the Driving Range was closed for 2 more days as it was just battling to dry out.

Through the month of June, the Catalina Club hosted our Junior Open for the year. This year we had 46 Juniors & Cadets play in what was a great day for the Junior Squads and a Club for its commitment to the program. It was Bill & Sophie Eppelstun who took away the Gross trophies on the day and Lachie Booth & Bronte Eppelstun who took off the nett prizes.

At the end of August, we are again hosting the South Coast Junior Masters.

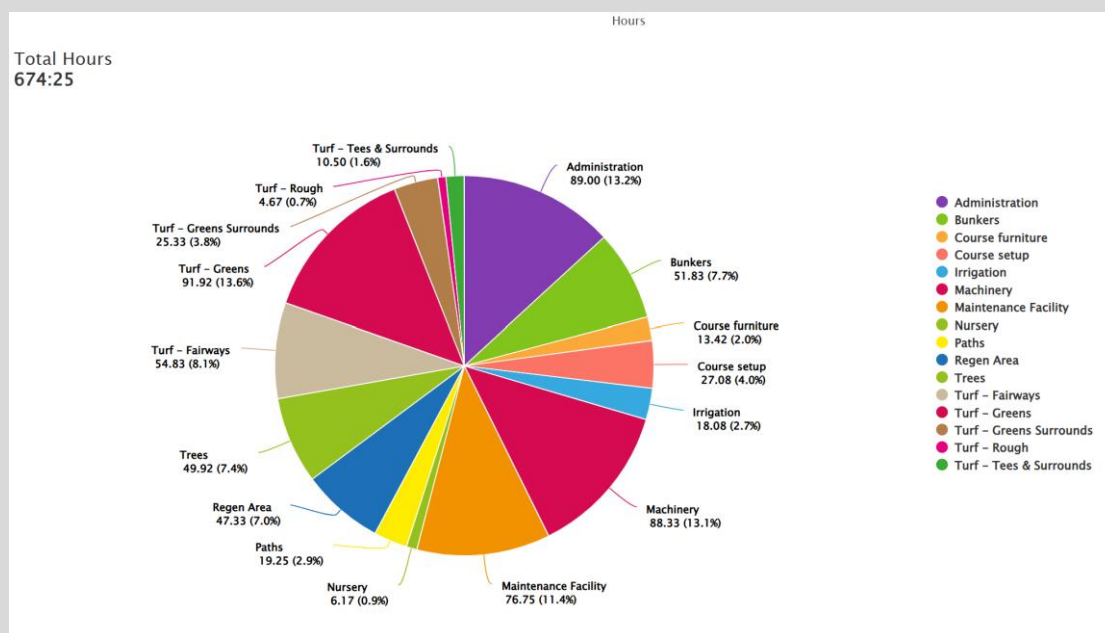
Course Maintenance Tasks (June)

Significant pumping works and sand redistribution were required during the start of the month after significant rainfall cancelled events and closed the course for several days (again).

The course also Required round the clock pumping to get it back into play to allow the seniors event to go ahead and minimise the risk of damage from the turf rotting particularly on low lying areas.

Drainage repairs will continue around the course and have been identified on holes 6, 8, 14 & 22

Tree work continues with the latest work being undertaken on hole 14 in accordance with the Arborist inspection report.



Management Recommendations accepted as presented.

BOD 24.7.7

GENERAL BUSINESS

- 2023/24 Annual Report - Section Reports** – GM and President’s reports will be combined this year. Captain, Vets, Ladies and Juniors, all requested to start their reports for submission by early September.
- DRAFT - Conflict of Interest Policy** - As per the recommendation from Daley Audit. To be endorsed and published as new By-law.
- Strategic Plan Update and alignment to Capex budget** - to be reviewed.
- 2024/25 P&L Cashflow & Capex Budget** – Endorsed
- Foyer Restroom Refurbishment** – Due to be completed this coming week.
- ALTIS Architecture and Course Architect** – Update – revised budget figure and course conceptals due soon.
- X+O – Update** – Club internal furnishings upgrade - Looking to accommodate the many different categories of visitors in addition to considering our members requirements.
- Board Nominations Process** - Nominations will open Monday 5 August 2024 – 10am and close 5pm Monday 26 August 2024 and this will be communicated to the membership through the golf newsletter, a static screen in the club, email communication to the Golfing members, as well as on the rolling screens + through Miclub. Two Board positions up for re-election: Vice President & Ordinary Director.
- Façade/Administration / Reception & Gift Shop / Gaming patrons Restrooms update** - The tender will go out to five (5) prospects including local, Sydney and ACT companies. The tender will be for a period of four (4) weeks. In the interim, looking at squaring off the reception wall and relocating the reception desk to alleviate congestion in the interim.

BOD 24.7.8

- 10. **Informal Board meetings** – To be reinstated mid-month.
- 11. **Perfect Plate Award** – created an uplift in the restaurant after the WIN and has given Atick and his team a huge confidence boost. The Degustation Night was also a huge success. The food, wines and service were all excellent.
- 12. **WIN WIN WIN a share \$20,000** – was a successful initiative.
- 13. **Blinking light issue in the Foyer** – being investigated.
- 14. **Ladies Pink Day** - very successful day. The ladies did a great job in sourcing prizes and the vibe in the Club was awesome.
- 15. **Water taps on the Course** - some taps on the course are not working. Management aware of it and are working on it.
- 16. **Water Leak** - it appears to be under the Clubhouse and is being investigated.

MEETING CLOSED

TIME OF MEETING CLOSE:	5.45pm
DATE OF NEXT MEETING:	To be held Thursday 29 August 2024 at 3pm.

MEMBER SUGGESTIONS	
Suggestion	Action
Nil	

New Member applications for June 2024

NEW MEMBERS	
JUNE 2024	
7 Day	2
Weekday	2
Country	1
Intermediate	
Under 35's	
Junior	
Cadet	3
SUB TOTAL - Golf	8
Social 1	142
Social 3	50
Social 5	15
SUB TOTAL - Social	207
TOTAL NEW MEMBERS	215

JUNE 2024			
	2024	2023	% Change
7 Day	504	489	3.07%
Week Day	306	276	10.87%
Country	83	81	2.47%
Intermediate	14	19	-26.32%
Under 35's	60	62	-3.23%
Junior	46	29	58.62%
Cadet	54	33	63.64%
Life	2	2	0.00%
Life Subscribers	2	2	0.00%
SUB TOTAL - Golf	1071	993	7.85%
Social 1	4488	3556	26.21%
Social 3	4120	3505	17.55%
Social 5	2710	2362	14.73%
NEW Members	215	244	-11.89%
SUB TOTAL - Social	11533	9667	19.30%
TOTAL MEMBERS	12604	10660	18.24%
Visitors	5674	5625	0.87%
Guest of Member	423	416	1.68%
Function	34	202	-83.17%
Contractors	39	20	95.00%
Visitors	6170	6263	-1.48%
Member Visitation	14464	14540	-0.52%
TOTAL VISITS = Visitors + Members	20634	20803	-0.81%
Visitor %	29.9%	30.1%	
Member %	70.1%	69.9%	

