

# CATALINA CLUB

BOARD OF DIRECTORS  
SUMMARY OF MEETING BOD 24.9  
26 SEPTEMBER 2024  
Captain's Lounge – Catalina Club

## MEETING DETAILS

<b>DATE OF MEETING:</b>	Thursday 26 September 2024
<b>MEMBERS PRESENT:</b>	C Flynn (Chair), R Gercken, A Hall, R Sinclair, M Lowe, C. Lyttle, M Judd (AGM)
<b>APOLOGIES:</b>	M. Wallace, G Chapman (GM),
<b>GUEST PRESENTER:</b>	S. Calabro (Finance)

**WELCOME TO COUNTRY** - "I'd like to begin by acknowledging the Traditional Owners of the land on which we meet today. I would also like to pay our respects to Elders past and present."

## MINUTES OF BOARD MEETING HELD THURSDAY 29 AUGUST 2024

BOD 24.9b.1

**Minutes of Board Meeting** held Thursday 29 August 2024 (24.8) be accepted as presented.

## MINUTES OF EXTRAORDINARY BOARD MEETING HELD WEDNESDAY 18 SEPTEMBER 2024

BOD 24.9b.2

**Minutes of Board Meeting** held Wednesday 18 September 2024 (24.9a) be accepted as presented.

## ACTION LIST STATUS

- 12 Action List items completed.
- 12 Action List items identified as in progress.
- 4 new Action List items

## CORRESPONDENCE INWARDS

BOD 24.9b.6

- Member spreading of ashes request for Garden
- Liquor Accord Minutes – August 2024 – Board noted.
- Banned member letter to Board requesting re-entry.
- Club Grants submission 2024 – Submission noted by Board.
- Club Keno additional commission payment – Noted by Board.
- TENDERS submissions - Administration / Gaming Bathrooms / Reception & Retail Space **BOD 24.9b.3**
- Refurnishing and Fit out Quote – planned for March 2025 **BOD 24.9b.4**
- Fee Submission and Scope of Work for external refurbishment of the Clubhouse. **BOD 24.9b.5**
- ClubGRANTS Category 2 -
  - South Coast Sea Eagles
  - Batemans Bay Surf Life Saving Club 'Rookies'
  - SDN Preschool Annual Community Disco
  - Batemans Bay Cricket Club
  - Eurobodalla Canine Club double trick dog trial
  - Eurobodalla Outrigger Canoe Club

### LATE CORRESPONDENCE INWARDS

- Apology letter from social member seeking reduced suspension of membership.
- Vets Committee Minutes September 2024
- Vincentia Golf Club Amalgamation request

## CORRESPONDENCE OUTWARDS

BOD 24.9b.7

- Application for licence to harm - Kangaroos
- Response to Member re using own balls on driving range

## COMMITTEE REPORTS

BOD 24.9b.8

- Minutes of Lady Golfers Committee Meeting – August 2024
  - Minutes of Golf Operations Committee – August 2024 - capping of the Membership would be preferential before moving to a Two Tee start.
  - The Ladies Champions will be invited to the Presentation night.
  - Hats off to the Team for the recent South Coast Open Mn's qualifying round.
- Minutes of Vets Committee – August & September 2024
- Minutes of the WH&S Committee – August 2024

## MANAGEMENT REPORT

- **Membership Applications for August 2024**
- **Functions Authority:** scheduled & booked for October 2024 as presented.
- **Gaming Machines – Club Catalina License #239470**
- **Director & Top Executive Declarations**
- **Detailed Finance Reports** including Budget & P&L presented by AGM & Finance Officer.
- **HR Matters:** Total Employees 93, Permanent 31, Part time 10, Casual 52 (11 Golf Course).
  - 124.5hrs Training August 2024
  - Onboarding of new employees, and cross-training/upskilling of existing employees for relief cover and succession planning to include cellar, supervising roles, reception and gaming attendant.
  - Barista training was conducted onsite by Inglewood Coffee with 6 café team members in attendance.
  - Sharps disposal course was held for 5 team members from course, golf shop and cleaning teams, conducted onsite.
  - Leading Teams sessions were held for the Course Maintenance Leadership Team, and Golf Shop Team.
  - Leadership training coined 'Team of many' has commenced with consultant Lloyd Boolkin and a group of 8 employees across various levels from within café, beverage, gaming and duty manager departments, to nurture and grow as future leaders at Catalina Club. We have high hopes this initiative is going to elevate our customer experience and FOH team culture.
- **Marketing** - Key development projects continue to gather pace as we align the organisational touchpoints.
  - Create campaigns for the end of the NRL and the finals of the AFL
  - Prepare for the relaunch of the Gaming Space.
  - Relaunch Catalina Rewards.
  - Update till receipts with brand logo and new QR codes for Google/Tripadvisor ready for the website relaunch.
  - Develop concepts for Catalina Classic
  - Update Golf Shop product marketing.
  - Relaunch the website and extend social platforms.
  - Develop concepts for Melbourne Cup
  - Create campaign for Cricket test matches for November onwards.
  - Plan Oct – Dec trade promotions for bar and restaurant.
  - Finalise live music bookings until Australia Day.

**Golf Statistics – August 2024**

**August 2024 – 5,644 rounds (182 players per day)**

**August 2023 – 5,867 rounds – (189 players per day)**

**Financial Year 2025 (July – June) – 11,295 rounds – down (182 players per day, 62 days)**

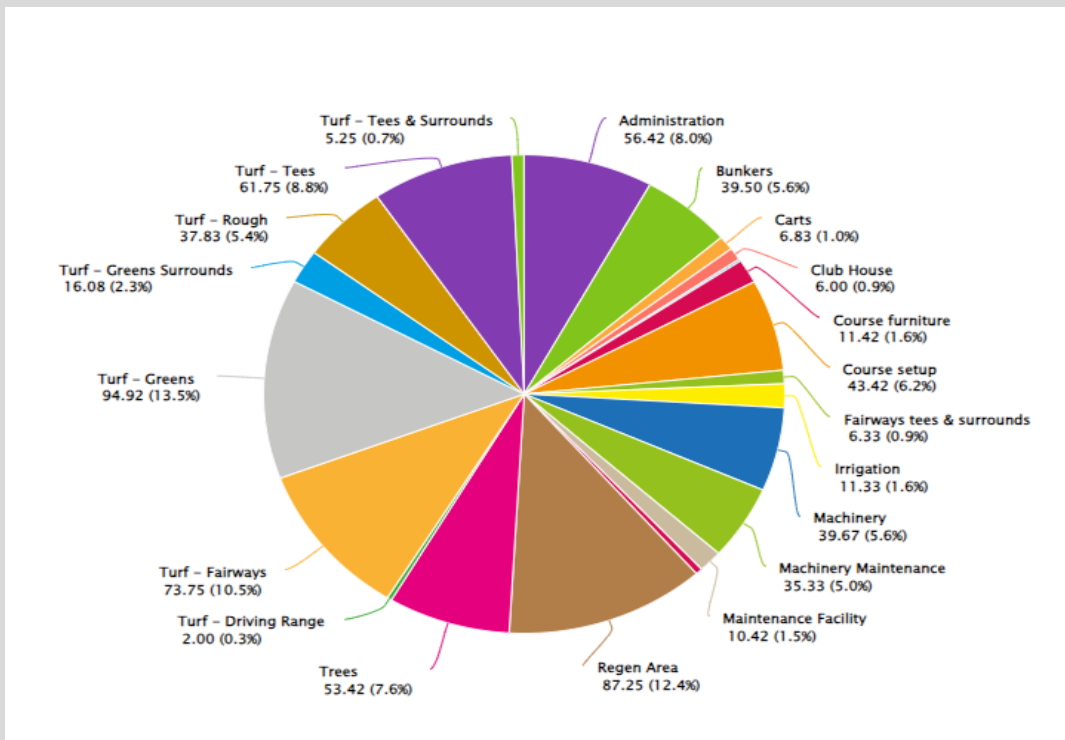
**Financial Year 2024 (July - June) – 11,780 rounds – (190 players per day, 62 days)**

August returned to a solid month for weather and almost a hint of an early Spring. Numbers remained fairly constant however we did lose 2 of our Wednesday Ladies competition, 1 due to Rian and the other to unseasonably strong winds which cause havoc across the course with debris and mess.



**Course Maintenance Tasks (August)**

With the early arrival of spring the course is starting to recover in areas damaged from kangaroos and heavily shaded areas throughout the winter. The storm conditions we have observed recently have resulted in a large cleanup effort being required which is still ongoing. The Team has been working hard to trim lomandra shrubs around the site to improve visibility across areas of the course. Recent efforts have been at 17<sup>th</sup> tee and 10<sup>th</sup> tee.



Management Recommendations accepted as presented.

BOD 24.9b.9

## GENERAL BUSINESS

1. **By Law 10 – Owning and Driving a Golf Cart** - Conversion of member from cart storage access to member cart on course access only
2. **Amalgamations** - discussion regarding other clubs
3. **2024 Notice of AGM** – draft prepared
4. **Ballot – update**
  - The timing of the ballot is as follows:
    - 3 Oct Ballot Notification Message (email)
    - 7 Oct Vote Now SMS
    - 7 Oct Vote Now email
    - 12 Oct Reminder vote email
    - 17 Oct Reminder vote email
    - 21 Oct Ballot Close.
5. **Debrief of Course Architect visit – next steps**
6. **ClubsNSW Circular - 5km Radius** - To change we are required to change our constitution - Under consideration.
7. **L&GNSW Club Governance Educational Campaign** – 28 October 2024
8. **Outdoor Liquor Licence** – looking into an outdoor precinct requirement
9. **Café in Golfers Lounge** - Members had not taken up the offer to warrant retaining Barista servicers. Only 30 coffees per week were being purchases. Replaced by coffee machine in ProShop.
10. **South Coast Open** - Congratulations to the whole team for the running of the recent South Coast Open Men’s Regional Qualifying Round.
11. **Driving Range Ball collection** – equipment under consideration

## MEETING CLOSED

<b>TIME OF MEETING CLOSE:</b>	5.29pm
<b>DATE OF NEXT MEETING:</b>	To be held Thursday 31 October 2024 at 3pm.

MEMBER SUGGESTIONS	
Suggestion	Action
Nil	

### New Member applications for August 2024

NEW MEMBERS	
<b>AUGUST 2024</b>	
<b>7 Day</b>	
<b>Week Day</b>	1
<b>Country</b>	
<b>Intermediate</b>	
<b>Under 35's</b>	
<b>Junior</b>	
<b>Cadet</b>	1
<b>SUB TOTAL - Golf</b>	<b>2</b>
<b>Social 1</b>	257
<b>Social 3</b>	68
<b>Social 5</b>	24
<b>SUB TOTAL - Social</b>	<b>349</b>
<b>TOTAL NEW MEMBERS</b>	<b>351</b>

AUGUST 2024			
	2024	2023	% Change
7 Day	472	469	0.64%
Week Day	278	249	11.65%
Country	70	67	4.48%
Intermediate	9	13	-30.77%
Under 35's	39	50	-22.00%
Junior	31	29	6.90%
Cadet	34	32	6.25%
Life	2	2	0.00%
Life Subscribers	2	2	0.00%
<b>SUB TOTAL - Golf</b>	<b>937</b>	<b>913</b>	<b>2.63%</b>
Social 1	2621	2366	10.78%
Social 3	3764	3239	16.21%
Social 5	2624	2309	13.64%
NEW Members	351	230	52.61%
<b>SUB TOTAL - Social</b>	<b>9360</b>	<b>8144</b>	<b>14.93%</b>
<b>TOTAL MEMBERS</b>	<b>10297</b>	<b>9057</b>	<b>13.69%</b>
Visitors	5448	5823	-6.44%
Guest of Member	505	438	15.30%
Function	43	21	104.76%
Contractors	44	163	-73.01%
Visitors	6040	6445	-6.28%
Member Visitation	15244	14285	6.71%
Member GAMING Visitation	2515	2480	1.41%
Member POS Visitation	12883	11937	7.92%
<b>TOTAL VISITS = Visitors + Members</b>	<b>21284</b>	<b>20730</b>	<b>2.67%</b>
Visitor %	28.4%	31.1%	
Member %	71.6%	68.9%	

