

WAIMARIE HUTT VALLEY CROQUET CLUB Inc

Minutes of the Executive Committee meeting held on Wednesday 18th December 2019 at the club rooms Walter Nash Park, Taita

Meeting opened at 16.00 by President Terry McBeth.

Apologies: MargL

Present: RossB, KevinF, LenL, DavidB, TrevorB, StephanieC, JohnF, GlenysR. DawnD.

Not Present. BerylS

Items to be added to Agenda

New Committee for 2020-2021

WCA Open Championship in December

Graffiti Pack

Ball barrier East boundary.

Minutes

The minutes of the previous meeting held on 20th November 2019 have been sent to committee members.

Minutes accepted as a true record of the meeting. Moved DavidB Seconded DawnD Carried

Matters arising from Minutes

Minutes to be abbreviated so only discussions of contentious issues be recorded. All motions to be recorded

Correspondence listed as an attachment, along with Treasurer's report.

Gmail account

Secretary to liaise with RossB to access gmail account

Information Leaflet.

100 copies of leaflet printed at a cost of \$25.00

Whiteboard

After discussion it was decided a notice board (whiteboard) be attached to wall beneath the clock with a pull-down blind.

It was moved **That a white board or similar be purchased and installed, with pull down blind, for club notices etc. Budget up to \$500.00** Moved LenL Seconded GlenysR Carried

Ball barriers.

A meeting was held with Aaron Marsh (Hutt City Council), at which several matters of concerned were raised.

No response yet from Hutt City Council

Working with lawn mower (Stuart) barriers will be placed on eastern side of lawn 4 at this stage

Treasurer's Report.

A list of payments for the month was tabled.

It was moved **That the payments as tabled be confirmed** Moved JohnF Seconded KevinF
Carried

Treasurer's report tabled (Attached to end of minutes)

It was moved **That the Treasurers report as tabled be accepted** Moved JohnF Seconded
StephanieC Carried

Membership

JohnF to contact SarahB re membership.

Dawn to phone Christina McFarlane as to status.

Terry Price accepted as an Associate member.

Club Captains Report

Concern was noted with the running of the Club competitions as many were running late and there were too many. A new format to be considered for 2020-2021 season.

Program for the second half of the 2019-2020 Season tabled.

Correspondence (Attached to minutes)

Corporate Room Hire. From MargL Three business houses came to play Croquet, one only a group of 10, the others 30 plus. Everyone seemed happy with the day and I am very grateful for the willing help I had from club members.

Total profit \$1387.00. I would like to suggest next year, we increase the takings.eg. Maybe a minimum if \$400 or \$20.00 per person whichever is the greater.

There were some interesting variations on GC developed over the three sessions, that had enthusiastic support from participants. MargL has details.

16th Feb. Dutch Club 10am-12pm for croquet. Lunch at the Dutch Club

No response from Naenae Bowling Club or Hutt Probus Club.

Other Business

Graffiti Pack. A pack containing Isopropyl Alcohol, rags, exterior paint (small tin) protective gloves and paint brush to be stored in container. Graffiti to be cleaned as soon as noticed (where possible). Pack will be prepared by DavidB

WCA tournament Dec 27th – 30th. All balls sized and in sets. Hoop setting training to be carried out

It was moved **That a hoop setting gauge be purchased (\$161.00 inc GST)** Moved KevinF Seconded RossB Carried

Steel protective sleeve for fixing hoops to be considered.

Concern noted as to the listing of the WCA tournaments at Waimarie Hutt Valley on the website. TerryM

The 95th Annual WCA tournament in Feb 1st – 4th. The singles will be managed by TrevorB, the doubles by KevinF

The committee for 2020-2021 was discussed not available includes, TerryM, DavidB and TrevorB. All others are available.

It was decided to look at GC Skills coaching using the "bull ring" approach with each site having a particular skill. Other Clubs invited. JohnF coordinating.

The phone line is in working order, Fibre is to be installed by WNCC. As some equipment had not arrived no live streaming will be available for December tournament.

Meeting closed 17.15

The next meeting will be held at the Clubrooms at 4 pm on Wednesday 15th December 2020.

Wishing everyone a Happy Christmas and a prosperous New Year

President..... Date.....

Attachment 1. Treasurers Report

Attachment 2. Correspondence

Attachment 1

Finance Report to the Committee Meeting held in December 2019

16 December 2019

Year to date November 2019 Profit and Loss

We have a YTD deficit of \$3.0k. The budget suggested a deficit of \$5.1k. We have incurred HCC lawn maintenance cost \$1.5k below budget.

The Budget shows that we will have a \$7.5k deficit this year. It will not be that bad. We have as of today \$1.2k corporate hireage and catering revenue, on top of the lawns saving.

Money Spent

I have prepared the list of payments from 3 November 2019 to 15 December 2019. It is the payments in the General Ledger Current Account so the numbers include GST.

Term Deposits

The four Term Deposits were been made on 14/11/19. Interest earned in November has been recorded as revenue, \$47.04.

Debtors

Debtors total \$680.00; \$200.00 of it relates to Shona Macfarlane.

Subscription Invoicing

Sher Feng Chong has been invoiced \$20 and Terry Price – associate; both in December.

Christina or Christine Macfarlane – not a member – can anyone confirm?

Non business as usual things for the treasurer to do:

- Work with Chrissie Darts
- Mock up a set of Clubhouse Committee accounts (Check with Terry why balance date is 30 June). Doesn't really matter; Darts has a 30 September balance date and we are 31 March.

Budget Variance

Waimarie Hutt Valley Croquet Club Incorporated 1 Apr 2019 to 30 Nov 2019

	Actual	Budget	Var NZD	Var %
Income				
200.0 - 200.0 - Annual Subscriptions - Full	9,565	9,862	(297)▼	-3.0%▼
200.1 - 200.1 - Annual Subscriptions - Associate	212	106	106▲	100.2%▲
200.2 - 200.2 - Annual Subscription - New to Croquet	670	765	(95)▼	-12.5%▼
200.3 - 200.3 - Annual Subscriptions - Student	122	122	-▼	-0.2%▼
200.5 - 200.5 - Annual Subscriptions - Social	139	139	-▲	0.1%▲
202 - Green fees	83	87	(4)▼	-4.3%▼
203 - Tea Money	20	80	(60)▼	-75.0%▼
205 - Interclub Entry Fees	174	174	-▼	0.0%▼
260 - Other Revenue	-	348	(348)▼	-100.0%▼
262 - 262 - Keys supplied to Members	35	35	-▼	-0.6%▼
270 - Interest Income	523	580	(57)▼	-9.9%▼
310 - Year/Fixture/GC Rule Books Sold	172	172	-▼	-0.2%▼
332 - Donations for prizes	200	-	200▲	0.0%
350 - Mah Jong	329	329	-▼	-0.1%▼
352 - Donation	68	68	(1)▼	-0.7%▼
362 - Waimarie Golf Open	17	-	17▲	0.0%
370 - Use of rooms and lawns	652	-	652▲	0.0%
372 - Use of lawn WCA/CNZ	-	100	(100)▼	-100.0%▼
Total Income	12,980	12,967	13	0.1%
Gross Profit	12,980	12,967	13	0.0%
Less Operating Expenses				
311 - Year/Fixture/GC Rule Books Purchased	245	245	-	0.0%
320 - Tournament entry fees	20	-	20▲	0.0%
321 - Building Maintenance Taita	(216)	(216)	-▲	0.2%▲
395 - Xero Accounting Software	504	504	-	0.0%
400 - Advertising	70	100	(30)▼	-30.4%▼
401 - Rates	(220)	(220)	-	0.0%
402 - HCC Metered Water	(50)	(50)	-	0.0%
403 - HCC lawn maintenance	4,484	6,000	(1,516)▼	-25.3%▼
409 - Catering for Events Costs	67	67	-▼	-0.4%▼
409/1 - Kitchen - tea, milk, coffee, biscuits, cleaning	42	110	(68)▼	-61.6%▼
410 - IT / Website	375	375	-	0.0%
416 - Depreciation	3,297	3,297	-▼	0.0%▼
429 - General Expenses	9	8	1▲	8.8%▲
430 - Cleaning	(75)	(75)	-	0.0%
433 - Insurance	1,135	1,045	90▲	8.6%▲
434 - Valuation	463	463	-	0.0%
445 - Electricity	572	572	-▲	0.0%▲
450 - 450 - Security	122	122	-▼	-0.2%▼
453 - Office Expenses	(100)	(100)	-	0.0%
469 - GWRC or HCC Lease	437	437	(1)▼	-0.1%▼

Westpac Current Account Transactions
Waimarie Hutt Valley Croquet Club Incorporated
 From 3 Nov 2019 to 15 Dec 2019

Date	Type	Transaction	Reference	Credit
2/11/2019		Opening Balance		
19/11/2019	PAY	Payment: Croquet New Zealand (CNZ) - Group insurance	INV-31804	\$100.50
26/11/2019	PAY	Payment: Ross Siste - Glukote and weedkiller	small retail	\$80.98
3/12/2019	PAY	Payment: Wellington Croquet Association (WCA) CAZ 1 pairs	CI RF	\$2,923.00
3/12/2019	PAY	Payment: Wellington Croquet Association (WCA) WCA Levees	GLRF	\$380.00
3/12/2019	PAY	Payment: Wellington Croquet Association (WCA)	Arthur Ross Shaun Theobald	\$20.00
3/12/2019	PAY	Payment: Hutt City Council - Levees last season	38972	\$5,158.80
13/12/2019	PAY	Payment: RJ	GST Nov 2019	\$349.76
Total				\$8,893.82

Correspondence for Committee Meeting Wednesday 18 December 2019

All correspondence forwarded to the appropriate committee members and where appropriate, to Shaun Theobald for website.

Incoming (replied when appropriate)

1. Wellington Croquet Association
 - a) 27/11 Revised Poster (after correspondence to Gaylia and Kelvin) 95th Annual AC Tournament, shifted from Waikanae to WHV, 1st to 4th February 2020 (sent to Shaun for website).
2. Croquet New Zealand
 - a) 25/11, Croquet Matters November 2019 (sent to Shaun for website).
 - b) 29/11, Greg Bryant re: *"CNZ is building its capability around 'in-house' live streaming and broadcast to the Sky television network. The first scheduled event for broadcast is the GC World Teams Champs in Nelson next January. To that end, we are hoping to trial our streaming production kit and give our production crew an opportunity to familiarize and upskill. The ideal opportunity is at the WCA event 27-30 December at the Waimarie-Hutt club"*.
 - c) 9/12, Anne Henry: *"The World's GC Team Event is being hosted by Croquet Nelson from 6 - 12 January 2020 at Nelson Hinemoa Croquet Club"*.
3. 29/11, NZ Masters Games, 1 – 9 February 2020 (sent to Shaun for website).
4. 8/12, Poster from Rex Oliver, Rose Gardens Croquet Club, Annual AC Tournament 11 – 16 January 2020 plus accommodation special (sent to Shaun for website).

Outgoing

1. New Members
 - a) 24/11, Ross Robertson, welcome letter and account for membership fee (since paid).
 - b) 24/11, Jim Finlayson, welcome letter and account for membership fee (since paid).
 - c) 24/11, Sarah Brock, welcome letter and account for membership fee (has not paid).
 - d) 13/12, Terry Price, e-mailed advice that his application for membership has been accepted (John F has sent account for associate membership).
2. Mayor Hutt City, Patron of WHV
 - a) 21/11, Helen Wagener, Mayor's Office, requesting address to write to Ray Wallace (replied with his home address).
 - b) 24/11, Ray Wallace, letter of commiseration for not being re-elected as Mayor and (euphemistically/kindly) inferring that his term as Patron of our club is no longer possible since he is not Lower Hutt's mayor anymore (he has not replied).
3. WCA
 - a) 25/11, Frances Vagg, re no managers so far for WCA 95th Annual Tournament 1st to 4th February 2020, Dawn to receive entries.