



PANAGA CLUB MCM MEETING MINUTES

Meeting Name: **MCM06/2023**
Date of Meeting: **19th October 2023**

Time: **1030 - 1300**
Location: **Pelangi Room**

Meeting Objective:

Ensure the effective functioning of the committee and its ability to carry out its role. Raise issues to improve the Club operations.

Attendees:

Present:

Michael Lampp	CP, Club President
Nor Yap	CM, Club Manager
Aran Testa	CDC, Culture Division Chair
Terry Paul Savoie	KBCC, KBBC Commodore
Marc Ripoché	SDC, Sports Division Chair
Stephanie Maistre	Golf Treasurer (Representative of GC)
Geoffrey Sim	FAM, Facilities Manager
Wenny Chong	FM, Finance Manager
Salami Hj Jakuran	GM, Golf Manager
Janice Lim	MSL, Member Services Lead

Apologies:

Alper Zika Celik	CT, Club Treasurer
Gareth Trevor Turner	GC, Golf Captain
Rosalind Garfield-Barkworth	GLR, Garrison Liaison Representative
Marten Adema	HM, House Member
Julia Wotton	HFDC, Health & Fitness Division Chair
Peder Elfving	MKR, Marketing Representative
Wendy Dawn Thompson	PADC, Performing Arts Division Chair
Fifie Abdullah	PEMM, Project cum Event & Marketing Manager

#1: Updates from Club President

- Proposed 3-month trial to allow non-members to dine in at all restaurants (Floradina, Santuari and Serikandi) without day pass starting from 1st November 2023 → MCM approved.
 - Any feedback arising from trial can be shared as and when without waiting for next MCM meeting to update.
 - Non-members are allowed to drive in through the back road from Panaga School and park on the road side. Barriers will be set at lawn bowls area and beach ramp to prevent further car access.
 - Certain KPI will be set before determining to continue with proposal permanently after trial period.
 - CM & FAM will arrange to closely monitor activities and ensuring that non-members are not using other facilities other than restaurants.
 - CP approves to hire one additional security to assist trial at the back road from Panaga School.
 - CDC query on why there is no advertisement for an F&B representative on MCM. CP prefers a position to manage all contracts including restaurants and is also actively seeking a new Maintenance Representative.



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- In relation to KBBC Building, KBCC informed that this will significantly affect all volunteers, especially the diving section.
 - CDC added that KBBC is part of our unique selling proposition to members that sets us apart from other clubs.
 - CP reassures that we are not giving up without a fight, will also discuss and look at other possible options with KBCC.
- In relation to sustainability of golf course and retiree golf monthly subscriptions:
 - Golf Treasurer, Stephanie informs that most retiree golfers mainly play golf and dine in at the restaurants, rarely using other club facilities. It wouldn't be fair to require them to pay more for club fees as well as additional for golf fees.
 - CDC suggests comparing with fee structure of other courses to ensure our prices are competitive, including Jerudong where it offers a huge fee, but is preferred by our former members.
 - CP informed that we will dig deeper into Panaga Club membership and section fees structures with CT, CM and FM to better understand how we can become self-sustaining in the near future.
- To include updates on Panaga Club Kiosk and Serikandi Bakery relocation in next MCM.

#2: Finance Update by Wenny

- CDC query on revenue from Floradina events as compared to revenue from walk-ins.
- CP suggests to hold consistent monthly meetings with caterers to better advise them on our expectations in terms of services provided.

#3: Membership Figures by Janice

- CDC suggests adding one column to show new joiners in the table stating total number of members.

#4: Maintenance & Safety Highlights by Geoffrey

- Only one issue in September: swimming pool – water was emptied and replaced.
- A new water tank will be installed to support in an event of water supply disruption as current tanks can only last us a few hours.
- Upcoming works on golf course include fountain, safety netting repairs and tree trimming.
- Padang lights repair will be carried out soon as finally found a contractor offering reasonable price. Delay due to initial contractor did not give feedback after site visit and another contractor offering a higher than expected price.

#5: Project Updates by Geoffrey (on behalf of PEMM)

- SDC query on getting an automatic dosing system for the pool. FAM commented that the pool specialist advised against this as it only works for indoor pools and it will only operate at night. Furthermore, the system can only dose liquid chlorine, which CP perceives as high risk and exists significant safety concerns.
- CP suggests doing a full review of works done for pool with CM and FAM.

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- CP query regarding the works on Main Hall if it is necessary to close for six weeks. FAM informed that this can be discussed with the contractor if works can be completed earlier.

#6: Division & Sections Update by Division Chairs

Updates from Cultural Division by Aran

- Library has encountered a problem with their computer (owned by Panaga Club)
 - CM has informed that a contractor will be coming in to check on the computer and fix the issue. If it cannot be fixed, will get approval from CT to purchase a new CPU to replace.
- Arts & Crafts remain an active section, with weekly sessions and the previous open session a success!
- The Last Straw and PNHS are quiet. They are in talks to combine the two sections as they are finding it difficult to get active volunteers to join the section committee.
- No news from PPS, CDC has asked for advice on way forward. CP requested CDC to include a slide in the next MCM for further discussion and decision on this section.

Updates from Garrison Liaison by CP (on behalf of Rosie)

- Garrison members are requesting for an option to pay bills via direct debit or e-transfer as sometimes are deployed on short notice, hence not much time to pay bills in person at Panaga Club.
- FM will connect with GLR to advise on using Pocket Web to make bill payments.

Updates from Golf Section by Golf Treasurer, Stephanie (appointed representative by Gareth)

- Stephanie query on why was the structure made like this?
 - For context by CM: In 2019, the club fee for retirees was increased by B\$30 when membership fees were restructured; the club fee for all other categories was decreased. The Club Management decided to include one (1) golf fee, hence the first person in retiree family to join golf is free/has his/her golf subscription waived. The Club will compensate for revenue lost to the Golf section.
 - However, effective 1st January 2023, the Club no longer compensated for this, hence, Golf section believes that there is a loss in revenue. According to FM, this should be a NIL impact.
 - CP suggests CT & FM connecting with the Golf section to better explain on the situation to understand their issues and ensuring that the financial structure does not affect financial decisions made by the Golf committee.

Updates from Health and Fitness Division by CP (on behalf of Julia)

- MSL to follow up with Gym secretary regarding proposal for spin studio.

Updates from KBBC Division by Terry

- Appreciate repairs done at KBBC site by Club.
- Marlin is now back in service, freeing up Hammerhead for alternative watersports (such as fishing and river cruise).

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- Al-Hafiz and Zailan are driving both boats, al- Hafiz also assisting with boat maintenance.
- Trying to revitalize sailing to be operational as a section, but will need to first ensure everything is safe and functional to use at the boatshed.
- Approaching end of season for most water activities (such as kayak) due to weather conditions.
- Terry will be leaving Brunei on 28th January 2023, KBBC section committee positions are open (require chairperson, secretary and treasurer).

Updates from Marketing by MSL (on behalf of Peder)

- Simplified timetable for Panaga Club → approved by MCM, effective Monday, 23rd October 2023.
 - MSL to amend online booking hours for tennis courts.
 - MPH cleaning in the morning will be carried out as usual.
 - GC and GM will communicate with Golf Shop on newly proposed operating hours.
 - Golf Administration Office & Golf Course hours will change effective Wednesday, 1st November 2023.
- In relation to text on Day Guest notice:
 - MSL to ensure that Reception (including security) can explain clearly what facilities are included in Day Pass.
 - The first point will need to be amended, as guests need to pay for Day Pass to use facilities (excluding restaurants). CP suggests to put an * and fine print below to state that Day Guest fees apply.
 - The second point will need to be amended as we are implementing 3 months trial for dine-in as per above approved by MCM. MSL will liaise with Peder on amendment.

Updates from Sports Division by Marc

- Got quote from PEMM regarding professional football coach → will propose new section fee for Football Academy in the next MCM meeting
- Struggle with getting lawn bowls to be active → require CP assistance to talk to Panaga School to increase awareness of sports
- In relation to Beach Volleyball proposal:
 - Sandflies concern at proposed Adventure Park, FAM will connect with Janet on location.
 - MCM supports the proposal as long as there is a suitable location → low cost to Club.
 - CM will check with Janet what type of sand is required.
 - SDC and CM will connect with Janet to create a section for beach volleyball, including section committee volunteers and get proposal.

#7: Events & Marketing Updates by MSL (on behalf of Fifie)

- Annual Dinner is approved. Away Day needs to be discussed with CP, CT and CM for further justification and suggest a new date as cannot have office closed back-to-back.
- Volunteer Night date is rescheduled to Monday, 20th November 2023, to be held in Main Hall, Panaga Club.
- Future events budget and room booking sales to be under Finance agenda.

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#7: AOB

- BMW charging destination project is rejected by MCM with much regrets, as not compatible with all EVs.
- CP has connected with BSM as a Shell Charging partner as they offer charging for all EVs. They will drop by for a site visit in near future.
- CM suggest to look into tennis coaches on leave together in the future, such as for tournament → to consider financial impacts and impacts on member's satisfaction.

#8: Future MCM Meetings

The following dates are confirmed for 2023 remaining MCM meetings:

- Thursday, 23rd November 2023
- Thursday, 14th December 2023

There will be another date (TBC) for Peder's business plan meeting, which will be considered as an MCM meeting as well.