

PANAGA CLUB
MCM MEETING MINUTES



Meeting Name: MCM08/22

Time: 1400 - 1535

Date of Meeting: Friday, 4th November 2022

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:

Andrey Shuvalov	CP, Club President
Alper Zika Celik	CT, Club Treasurer
Nor Yap	CM, Club Manager
Taff Evans	GLR, Garrison Liaison Representative
Michael Lamm	MR, Maintenance Representative
Fifie Abdullah	PEMM, Project cum Event & Marketing Manager
Janice Lim	MSL, Member Services Lead
Robert Warmerdam	VGC, Vice Golf Captain (on behalf of Golf Section)
Simon Young	Chairperson of The Amateur Dramatic Society (on behalf of PADC)
Terry Paul Savoie	Treasurer of KBBC Sub Aqua Diving (on behalf of KBBCC)

Apologies:

Aran Testa	CDC, Culture Division Chair
Meghna Nair Vinod	SocDC & MKR, Social Division Chair & Marketing Representative
Marc Ripoché	SDC, Sports Division Chair
Neil Pritchard	AKBBCC, KBBC Commodore (Sub Aqua (Diving) Chairperson)
Wendy Dawn Thompson	PADC, Performing Arts Division Chair
Hj Roslie Hj Bakar	GC, Golf Captain
Julia Wotton	HFDC, Health & Fitness Division Chair
David Hughes	HM, House Member
Marten Adema	KBBCC, KBBC Commodore
Geoffrey Sim	FAM, Facilities Manager
Salami Hj Jakuran	GM, Golf Manager
Wenny Chong	FM, Finance Manager

#1: Updates from Club President

Part 1:

- Raised concerns over Club cleanliness, especially of toilets and showers
- Plenty of dusty areas not cleaned properly, including the stairs
- Suggests MCM members to do round checks frequently
- Emphasis on housekeeping to improve on tardiness and be mindful of overall Club cleanliness

Part 2:

- Raised concerns over Club facilities and maintenance, such as doorknobs and locks
- Encourages maintenance team to be more alert on works needed to be completed
- CM informs that Club Team is actively taking photos and contacting ISS actively to address tardiness, but ISS mostly action on as and when
- CM requested to extend ISS contract for another 6 months and tender out contract as performance is not too satisfactory and suggests that we need to be stricter with our standards and quality of cleanliness
- CT suggests to re-implement KPI for ISS (which was removed last time), and suggested to include this in variation for ISS contract extension

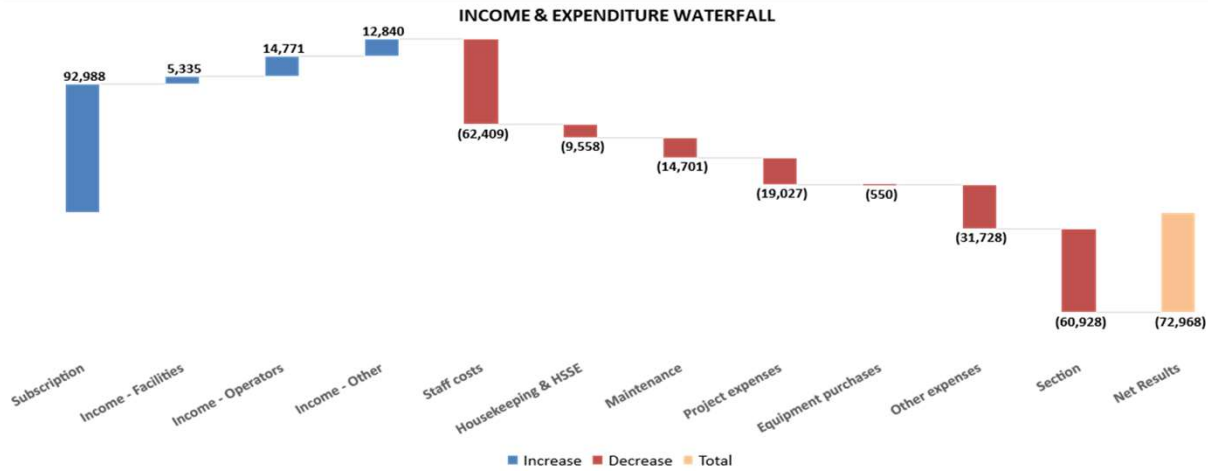


#2: Finance Update by Alper

As of 30th September, the Club has reported;

- Total income of \$125,900 (3% increase compared to last month).
- Subscription fee portion of this income is ~\$92,988 that represent a %1 increase compared to last month.
- Total expense of \$198,900 (15% increase from last month).
- Resulting net loss of ~BND 72,968.

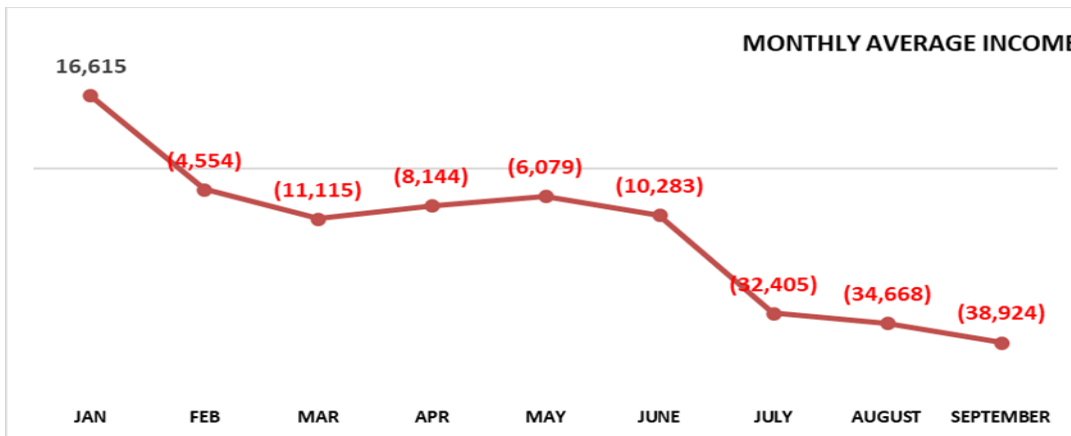
Here is a detailed illustration of how each income and expense item was reported in overall reporting scheme until the net result is reached.



This graph shows our September-end cash position.



Project-based expenses and late stages of easing Covid restrictions at the first half of the year still remains to be visible as underlying factors behind income deterioration.

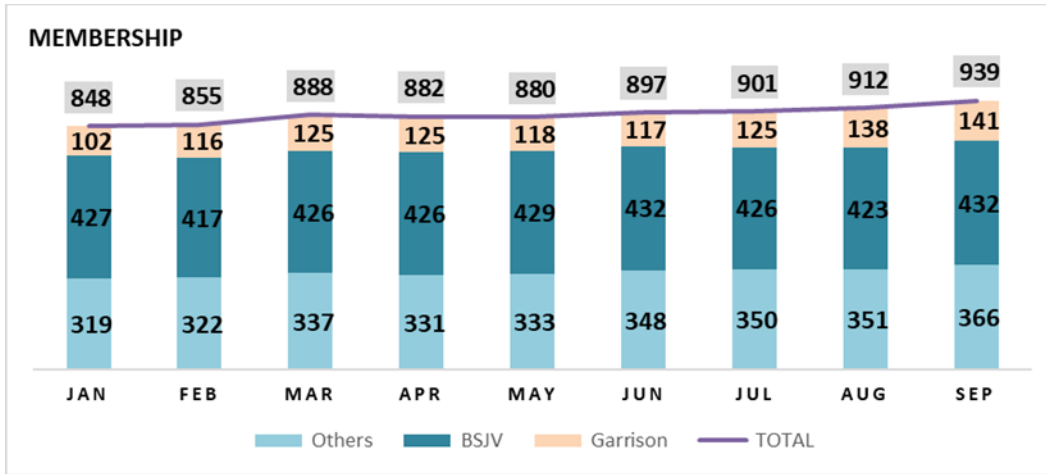


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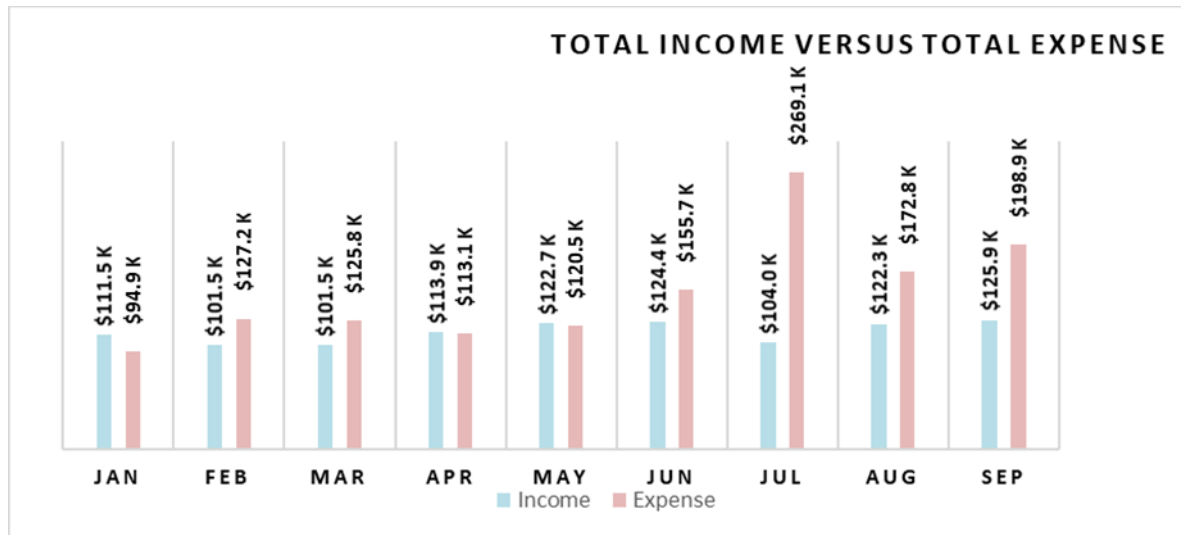


#2: Finance Update by Alper (continued)

Our total membership numbers tend to increase slightly especially after the arrival of new garrison staff. It is expected to increase further with new arrivals of Brunei Garrison and BLNG staff.



Here is an overview of our income and expense proportion



Positive contributors:

- Membership has increased by 27 also due to Summer Festival promotion

Negative contributors:

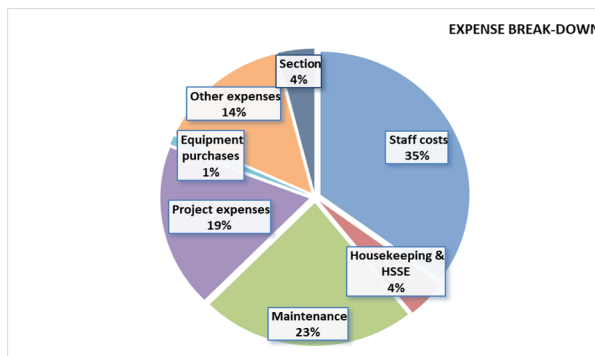
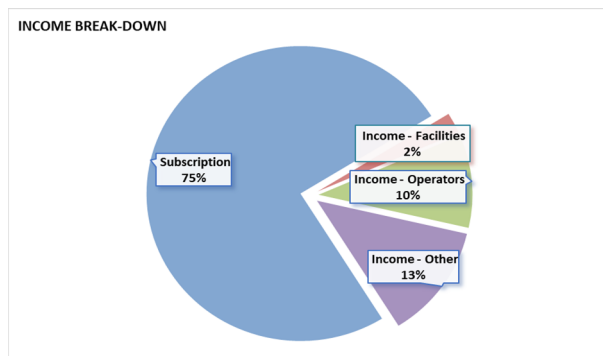
- Project expenses balance ~\$19K.
- Other expenses balance ~\$31K (including staff appreciation, summer festival, event organization etc.)
- Section losses balance ~\$61K (KBBC diving boat deposit \$27K, golf section expenses \$55K)

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#2: Finance Update by Alper (continued)

Income and Expense Breakdown for September 2022



#3: Membership Figure Update by Janice

Clarification on Membership Figures:

- Previous MCM was held on 28th September 2022, so the membership figures presented were based on information as of 27th September 2022.
- Here is an update on the finalised membership figure as at the end of September (30th September 2022):

MONTH	FULL MEMBERSHIP		TEMPORARY MEMBERSHIP		
	NEW JOINER	RESIGNED	DAY PASS	WEEK PASS	SSAP
27/09/2022	52	26	178	40	6
30/09/2022	56	27	201	45	7

MONTH	NON-PAYING MEMBERS	PAYING MEMBERS	TOTAL MEMBERS
27/09/2022	65	935	1000
30/09/2022	65	938	1003

MONTH	FULL MEMBERSHIP		TEMPORARY MEMBERSHIP		
	NEW JOINER	RESIGNED	DAY PASS	WEEK PASS	SSAP
JANUARY 2022	15	22	145	113	0
FEBRUARY 2022	25	13	90	59	3
MARCH 2022	45	14	173	24	5
APRIL 2022	15	18	123	12	19
MAY 2022	18	15	151	11	9
JUNE 2022	35	45	181	38	9
JULY 2022	48	44	146	36	9
AUGUST 2022	50	23	195	31	7
SEPTEMBER 2022	56	27	201	45	7
OCTOBER 2022	16	19	123	27	19

MONTH	NON-PAYING MEMBERS	PAYING MEMBERS	TOTAL MEMBERS
SEPTEMBER 2022	65	938	1003
OCTOBER 2022	61	929	990

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MCM MEETING MINUTES



#3: Membership Figure Update by Janice (continued)

Recommendations by MCM for future improvements on Membership Figures:

- Encourage to do more training on improving sales through LinkedIn
- Formulate leads for non-members and try to end with successful persuasion on registering as a full member of Panaga Club

#4: Facilities & Projects Updates by Michael

• **IFM completed works**

Area	Work Description	Status
Jungle House	Front Porch Roof Leaks: Roof and section of ceilings are observed with water stains due to corroded valley gutter including repairs to damage timber flooring & ceiling.	Completed on 27/07/2022
Main Building (Music Room facing Tennis court #3)	Install Additional Cantilever: Physical slight slanting looks of cantilever reinforced concrete slab on the eastern side of the main building . Further examine, there is no evidence of defects such as cracks or distortion to the cantilever concrete slab	Completed on 08/02/2022
Boat Compound	Boatshed Steel Structure: Severe corrosions observed on the metal posts, trusses gusset plates and securing bolt and nut rated from fair to poor condition with significant metal thickness loss Roof: Severe corrosion on roof edges and rotten fascia boards observed at several locations. Wall: Delamination/concrete spalls on the edge of the wall	Completed on 27/06/2022
Main building (Main Hall)	Damage Flooring: Damaged/Broken Parquet flooring, requesting for repair.	Completed on 08/08/2022

• **IFM outstanding works (scheduled to be completed by the end of October 2022)**

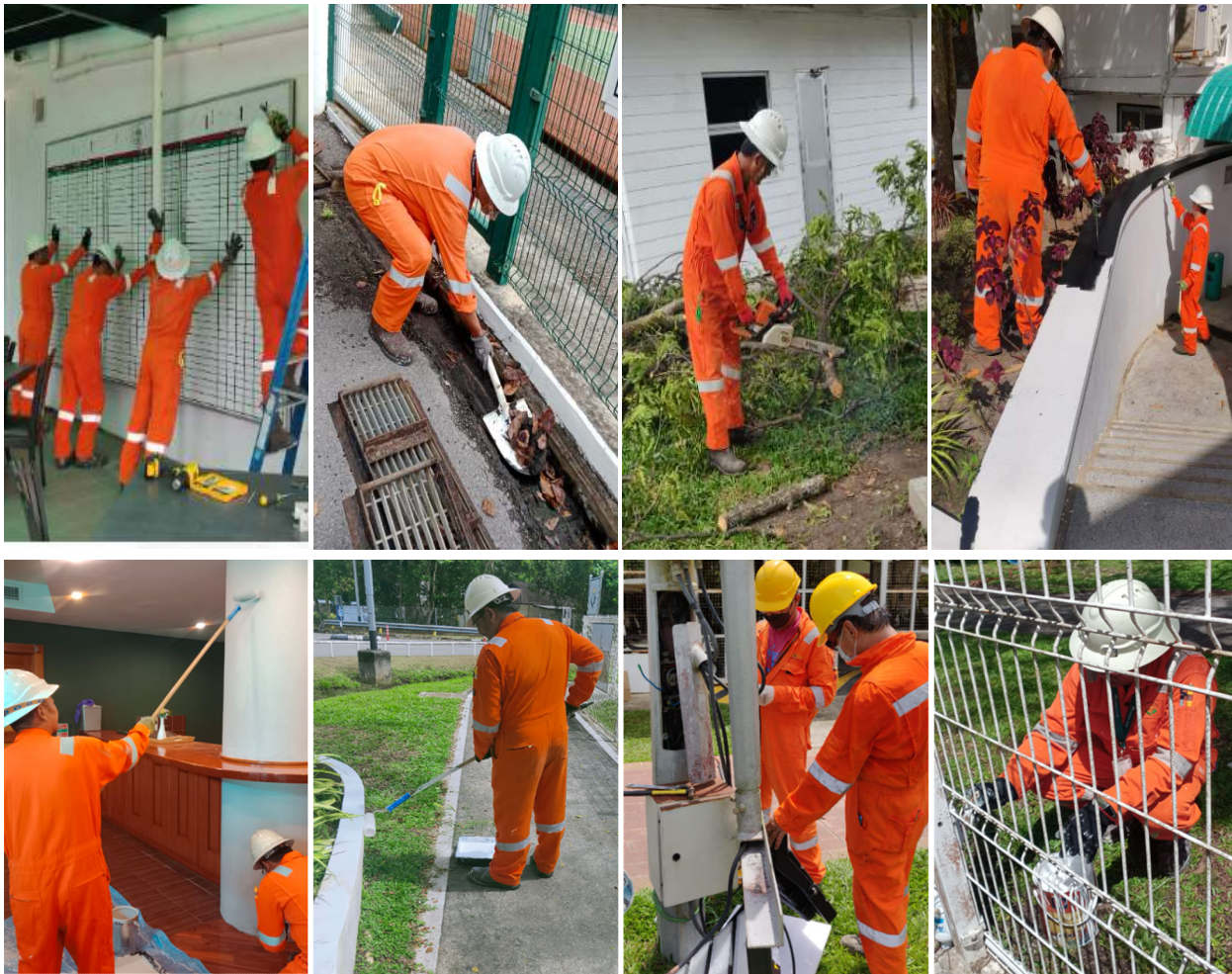
Area	Work Description	Status
Club Main Building	Roof Leaks: Lotus Balcony, Art & Craft, Simpura Meeting Room, Golf balcony 1 st floor	Still Outstanding. Already follow up with IFM
MPH (Dance hall)	Roof Leaks: Two areas suffer water ingress to the Dance Hall main roof and corroded valley gutter	First area done on 20/09, second area still outstanding
Poolside cafe	Damage Roller Shutters: to remove shutters at Poolside café & make good ceiling after removals.	Pending quote approval by IFM
Lotus Lounge	Crack Windows: 02 units glass windows with thermal cracks and 01 unit with broken rubber seals. Requesting for replacements. Scaffolding required for this replacement works.	Still Outstanding. Already follow up with IFM on 14/10/2022
Club Main building & Golf Area	Corroded Aircon brackets : Dance office / PGC - office building and Driving Range toilets / Main Building - Admin office, Jam Factory, Outpost, Gym, Music room / Golf Balcony - toilets & kitchen / Lotus balcony and Jungle House - Youth club. Aircon Units for repair: Main Kitchen aircon, Gym, Dance and PDC office, golf toilets.	Still ongoing
Sport Pavilion	Roof replacement: Asbestos Containing Materials (ACM) has formed on the roof. Surface corrosions with no metal thickness loss spotted on every roof truss gusset plate. Paint flaking observed on concrete columns.	Still waiting for IFM contractor to start

- CM and FM are consistently pushing IFM hard to achieve targets and punctuality on completing works scheduled



#4: Facilities & Projects Updates by Michael (continued)

• September Maintenance Activity



• Project update

MC Lead	Year	Project Name	Budget	Approved budgeted	YTD Spent	Milestone	UPDATES - 27/09/2022
Julia	2022	Poolside café ceiling renovation	15,000		19,565.05	10	COMPLETED
Wendy	2022	Main Hall revamp	50,000			4	Received revised quote on 27/10/22 with the soundproof proposal. Option and design have been agreed by Wendy.
Managers	2022	Playground equipment	45,000	5,000.00	48,663.53	5	ETA end of Oct'22.
Managers	2022	Playground flooring and repair		67,000.00	66,900.00	5	Chosen option 1; ETA 2 to 3 months; end December 2022.
Geoffrey	2021/2022	Toilets renovation - Foyer toilets		33,952.00	27,648.75	10	COMPLETED (penalty: \$6,303.25) Actual cost \$33,175.00.
Geoffrey	2022	Pool toilets - ceilings removal			5,053.70	10	COMPLETED
Geoffrey	2022	Toilets renovation (Golf toilets near Poolside Café)	60,000		26,193.55	8	on going demolition works estimate to be complete end of Oct. Nov'22 start installing tile.
Managers	2022	Beach shelter renovation 1) Roof Building 2) Toilets, grease trap, incoming sub-main & gas piping	20,000	20,634.32	40,634.32	10	COMPLETED
Geoffrey	2022	Stores for Floradina & Pelangi furniture (new)		15,000.00	4,800.00	10	COMPLETED
Managers	2022	LED lights - Driving Range	12,400		12,400.00	10	COMPLETED 11/10/22
Marc	2022	Tennis court resurfacing	140,000		103,509.15	5	PO issued on 8/8/2022. ETA 2 to 3 months and
Michael	2022	Pool area refresh and furniture upgrades	10,000	15,000.00		1	meeting with Michael on 4 Nov'22.
Managers	2022	Facility Management System (FMS) software	10,000	7,000.00		7	PO Contract issued on 14/9/2022. Expected to complete end 2022.
Managers	2022	Garden/landscaping refresh	10,000			3	Advised to hold by CP. To focus and maintain existing Club grounds and plants.
Managers	2022	Kenyalang Kafe refresh	20,000		1,845.50	9	Complete mini refurbishment. Waiting for quote-counter and remove buffet table. Still under discussion.
			392,400	163,586	355,368.05		

MILESTONE ACHIEVEMENT
1 Design
2 Workslope
3 Quote
4 Evaluation / Approval including Budget
5 PO / Contract in Place
6 Mobilization - Work / Order
7 %
8 %
9 %
10 Completion / Handover



#4: Facilities & Projects Updates by Michael (continued)

Part 1: Main Building

- Additional expenses incurred on toilet repairs are still within the budget
- MCM was shown sample of soundproof material to be used in the Main Hall, CT queried on mould resistance and request for warranty post-installation. MR suggests checking on cleaning recommendations for soundproof material to last longer and do a quality check.
- PEMM has informed that once confirmed, the soundproof material will take approximately 1.5 months to arrive in Brunei.

Part 2: Update on Beach Shelter/Santuari

- Beach Shelter is expected to open on 15th December 2022 due to shortage of staff
- CP emphasis on doing it right and Club Team to confirm on final checklist before soft opening (including no alcohol policy, staff training and Dart shuttle service between BSP HQ and Panaga Club)
- CP suggests removing fence as soon as the area is cleaned and completed, as it is obstructing the view/scenery

Part 3: LED lights replacement

- VGC requested for more LED lights at places around the golf course as it is dark during the evening, especially near Hole #8, which allows for opportunity to extend the day longer at golf
- CP enquired on energy costs and was informed that LED is more energy efficient. CP suggests to consider replacing more outdoor lighting with LED in the future – potential places to consider next are such as Padang and Tennis courts

Part 4: Round Bar (small hut beside pool area)

- Currently there is no caterer offering refreshments at the Round Bar, PEMM suggests removing the area from Serikandi's contract as it is not properly utilized and recommended to reinvite CBTL to use the Round Bar
- CP agrees with the suggestion, but mentioned that rental should not be reduced for Serikandi unless rent is charged to CBTL for using the Round Bar
- CP suggests selling juices, coffee, slushies and desserts – refreshments catered towards swimming – and allow music to be played at the Round Bar (not too loud/rowdy to avoid disturbance)
- GLR emphasized for consistency on the quality of refreshments offered to avoid mess. CP also stressed on importance of quality of service and sees potential in increasing revenue
- Round Bar renovations can be approved as long as justified to be necessary

#5: Division & Sections Updates

5.1 - Reminder on Division Annual Meeting (DAM)

Requirement to hold Annual Meetings A Division Annual Meeting (DAM) shall be held each year within three months of the end of the Club's financial year at which the Division Chair and Officers of all Constituted Sections represented by that Division are expected to attend and Members are entitled to attend.

The Division Chair shall give notice of the date, time and purpose of the meeting at least 14 days before the proposed date of the meeting by publishing it on the Club Website and at least twice in the Club Newsletter.

The principal business of the meeting shall be approval of financial accounts for the Division and the Constituted Sections represented by that Division, for the previous financial year and election and appointment of a Division Chair to represent the relevant Sections on the Management Committee, and the submission of any business handed in writing to the Manager by Members entitled to vote five or more days before the date of the Meeting.

The secondary business is to receive the Section Chairperson's Reports for the previous year, and the nomination and approval of Officers for each Section.



5.2 - The Last Straw Proposal to become an Incorporated Section

Proposed Section Committee Members

Chairperson: **Marie McCready**

Treasurer: **Erin Webb**

Secretary: **Amy Walters**

As the ethos of our section is to benefit our community and local environment we do not anticipate a large turnover of expenses however a small budget would enable us to entice a wider action of our community to join in events.

The Last Straw 2022/23 Events (completed & scheduled)

September 2022: Beach clean with donated prize giveaways COMPLETE

October 2022: The Big Pedal, community virtual cycle and friendly competition between Panaga, ISB and Hornbill schools CURRENTLY

November 2022: community Beach clean (requested budget \$200 for food)

January 2023: Hornbill Day, hornbill hunt. Making hornbills from recycled materials. (requested budget \$100 for prizes)

March 2023: recycled raft building friendly competition (from collected beach waste) Involving all three International schools, Hornbill, Panaga and ISB

April 2023: World clean up day (requested budget \$200 for food)

May 2023: whipper snapper collection

Other event ideas dates to be confirmed.

Movie night (charge admission)

T shirt tote bag making (chargeable to participants)

Bird race (conjunction with PNHS) (chargeable to participants)

Art in nature exhibition (charging to spectators)

Tree planting (charge to participants)

Conclusion:

- MCM approved incorporation of section
- CP commends section efforts as it encourages community get-together

5.3 - Panaga Dance Centre (PDC) Proposal to build a dance studio

WHY?

- 2023 = 30 year celebration
- A profitable section of Panaga Club
- Over 120 students from Panaga wide community
- Create a dance-focused studio

HOW?

- An urban regeneration approach = reuse space behind MPH
- One stop centre for both dance and yoga
- Strong user base = successful development forecast

Overview of PDC Finances:

Year	Expenditure	Income	Balance
2011	\$210,972.75	\$241,909.76	\$30,937.01
2012	\$226,451.09	\$213,683.82	(\$12,767.27)
2013	\$175,790.18	\$190,680.70	\$14,890.52
2014	\$229,506.48	\$205,714.80	(\$23,791.68)
2015	\$149,661.04	\$152,532.10	\$2,871.06
2016	\$151,225.48	\$161,377.61	\$10,152.13
2017	\$99,212.58	\$136,295.80	\$37,083.22
2018	\$121,809.92	\$123,748.91	\$1,938.99
2019	\$135,206.45	\$72,799.73	(\$62,406.72)
2020	\$101,836.77	\$113,167.14	\$11,330.37
2021	\$128,585.00	\$127,957.00	(\$628.00)
2022	\$130,000.00	\$138,000.00	\$8,000.00
Average	\$155,021.48	\$156,488.95	\$8,071.59



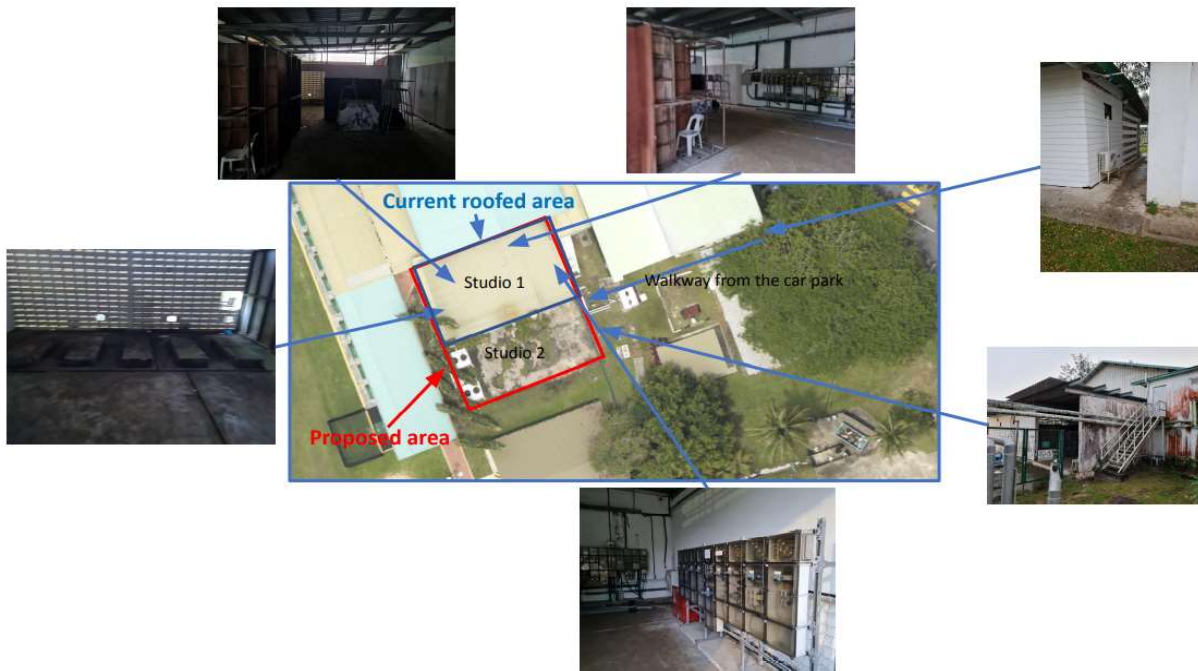


#5: Division & Sections Updates (continued)

5.3 - Panaga Dance Centre (PDC) Proposal to build a dance studio

Overview of PDC Finances:

- Consistent positive BN\$ contributions to the club
- 2019 turnover of teaching staff, stock procurement
- Income remained consistent during COVID (Virtual Zoom/Skype lessons)
- Lessons held mainly in mini-MPH, slotting around other classes such as Tri-Fit, Yoga etc.
- Student numbers in this time have varied from 200 or so in early 2010s to 120 to 130 now (approx. BN\$1200 spend per student per annum)



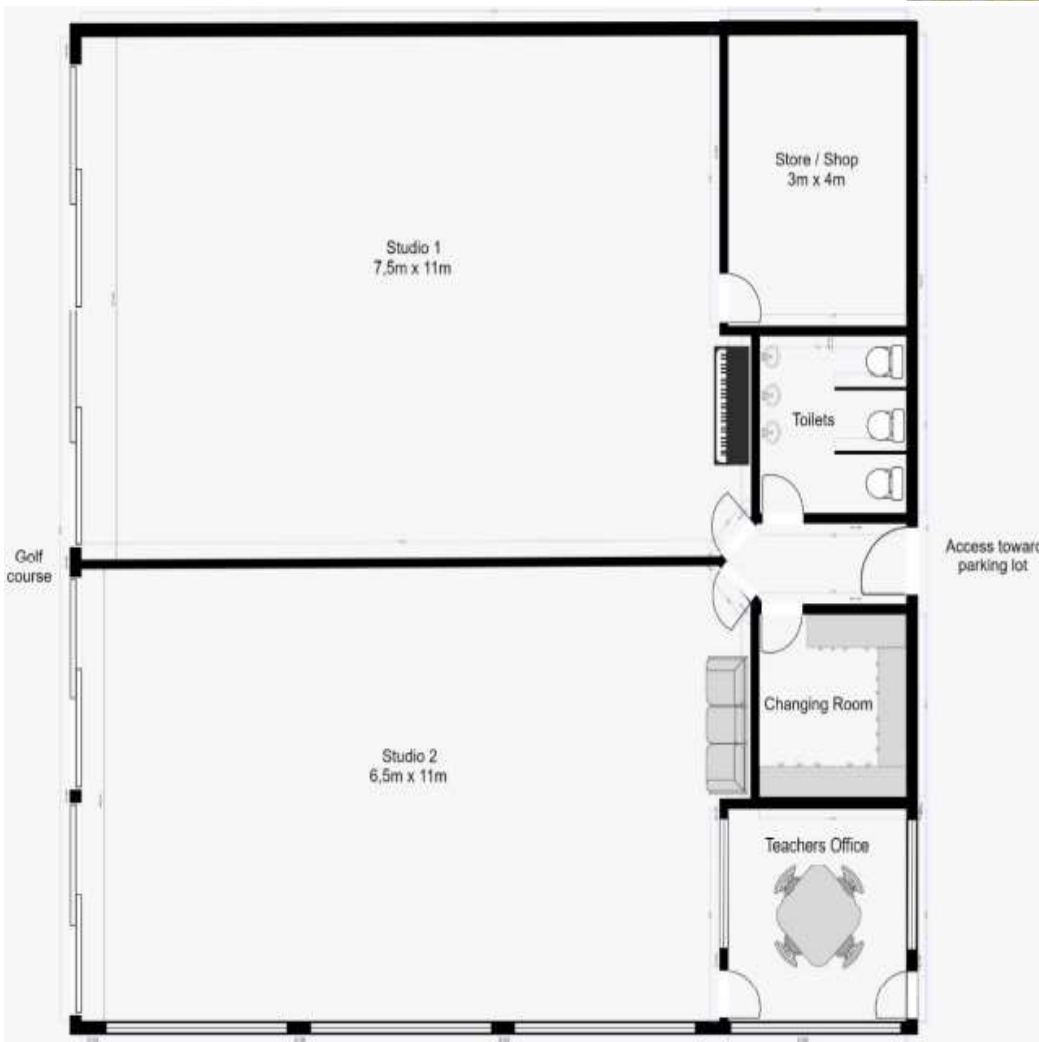


#5: Division & Sections Updates (continued)

5.3 - Panaga Dance Centre (PDC) Proposal to build a dance studio



Current state:
Proposed area measured, as an enclosed space ~9.2m by 16m
Some concrete flooring, uneven
Numerous banks of electrical switching
Usable dimensions (if electrical switching boxed in ~8m by 15m)
Area currently unused except for minor *ad-hoc* storage
Grassy/sporadic concrete area adjacent to the floored area is unused





#5: Division & Sections Updates (continued)

5.3 - Panaga Dance Centre (PDC) Proposal to build a dance studio

- Increase the current footprint to ~14m x 14m
- Regenerates obsolete/unused space on footprint of MPH
- Needs additional concrete foundation
- Covered walkway and pathway/access

Space compromises of: A 11m x 13m dance studio split in two for concurrent classes

- 1x Studio of 11m x 7.5m with small viewing seats
- 1x Studio of 11m x 6.5m with space for piano
- 1 small store for resale of dance equipment
- 1 small change room
- 1 small teacher's office
- Open windows on Studio 2 south for additional lighting
- Toilet
- Fixed panels on the golf course side, using noise-reducing material

Benefits:

- PDC use of MPH and Jungle House greatly reduced
- Maximise opportunities for dance (adult, Bollywood etc.), so potential of additional revenue
- Able to split smaller groups into smaller studios
- Direct shop sales on site to dancers/parents
- PDC can organise and reduce burden on Panaga Club secretariat

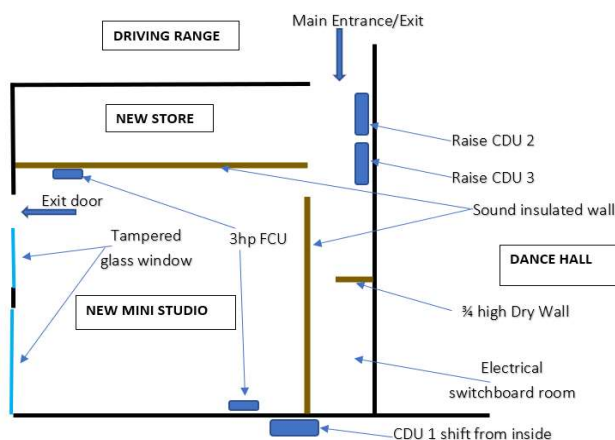
Proposed Dance Studio Costs:

- ~\$180k for the building projects excluding costs for:
 - o Additional fencing for pathway and gate modification
 - o Housekeeping and maintenance costs
 - o Flooring similar to MPH small hall may cost \$40K-\$60k.
- The current small hall flooring was upgraded in 2014 amounting to ~\$80k (Split: \$30k – PDC, \$10k – Tri Fit & Remaining cost – Club)
- Facility Manager informed that there is a local supplier who can supply multipurpose type flooring also suitable for dance use. PDC will need to review it.

Comments from MR in relation to the proposed dance studio:

- Fencing, flood damage, lighting, roof, and flooring will need to be replaced
- Turnstile might need to be installed to restrict access and provide a safer environment for members and teachers

Note: When PDC made this proposal, they were unaware of Club's plan to build a Club Mini Studio, but have now been informed of the plan, which will be explained further below as it was tabled out in June 2022 MCM Meeting.



June 2022 MCM Meeting:

- Additional studio to be constructed at site of old AHU unit warehouse.
- This can be used for Yoga, dance and other activities.
- Project postponed to 2023 due to busy schedule with other projects.



#5: Division & Sections Updates (continued)

5.3 - Panaga Dance Centre (PDC) Proposal to build a dance studio

Club Mini Studio:

- \$100k without landscaping or \$120k with landscaping. (received additional funding from BSP - \$60k)
- Facility Manager informed that there is a local supplier who can supply multipurpose type flooring also

Alternative plans for the area:

- There is also a plan to use the remaining area for golf buggy store extension beside “new” additional mini studio as currently the buggies are parked at the space behind the MPH building.
- Also need electrical sockets as for battery operated buggies.

Comments from CP with regards to PDC Proposal:

- Cost of project is very high, almost 50% of estimated allocated budget for 2023
- Review and consideration of 2023 business plan will be required before carrying on
- Preferably have a Plan B/alternative plan if investment is not available
- Happy to see section actively requesting demands to improve services offered
- Suggests CT to collect and gather a wish list from all sections and management, and to be careful with future expenses and justify all spendings

Comments from other MCM members with regards to PDC Proposal:

- MR recommends going through a structured way and think of priorities
- GLR suggests that the usage of space is maximized by as many people as possible – to consider how many times you can use and for what purposes, as well as the potential revenue arising from the usage of space

Conclusion on PDC Proposal:

- No conclusion as PDC Chairperson is not here, some queries remain unanswered
- MCM agrees to demolish the area to be repurposed, but will need to consider realistically and think of potential options as building a studio will contradict with Golf Section buggy area project

#6: Golf Division

Golf Course Condition:

- The topdressing already in progress and should completed by this month and we can see the good result after fertilized and consistence watering the greens.
- Most of the greens start recovers after the greens was taking care such as topdressing and fertilized. All the greens need to apply chemicals on the surface to increase the density.

Green Areas Comments

1. Topdressing on Greens

Program of topdressing have been done on the greens and this program need to continue until the green fully recover. Topdressing at all greens with cleans sand as in the photo below:



2. Fertilized on Greens

Fertilized all greens with slow-release greens fertilizer 18-3-18 and my recommended to get more faster recovery by fertilize every two weeks. Watering the greens twice a day at 2-3 days daily if not raining.



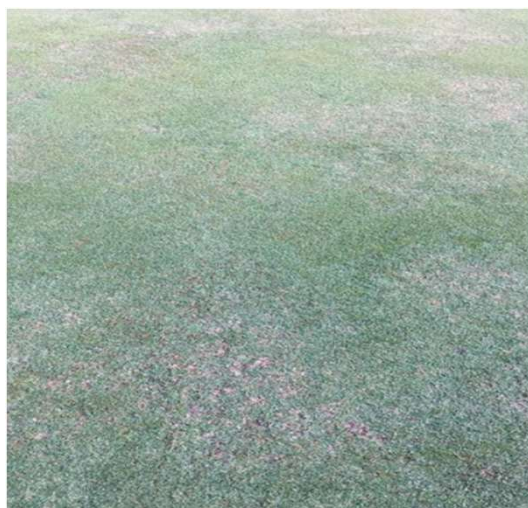
#6: Golf Division (continued)



Watering after fertilized the Greens.
Spray with chemicals, soil wetting agent and soil surfactants are needed, and this is to manage localized dry spot, used Wettasoil, Aquaduct and Primer Select improved the soil structure and drainage issues.

3. Greens Surface

After a few day we can see the new shoot start growing and my recommended to adjust the cutting height to 4.2-4.5mm for the temporary until the turf fully recover.





#6: Golf Division (continued)

3. Greens Surface

The Solidtine or coring we can do after the turf fully recover or have a good density. This is to reduce the compaction on the greens.

Photo on the Greens, shows that the patches on the surface of greens and need to light topdress after one month from the first topdressing. Fertilizers also need to apply after topdressing.



Conclusion and Recommendation from Golf Section:

- To improve the root zones, the chemicals such as soil surfactant and wetting agents are highly needed.
- The surfactant increased turf quality during water deficit, excessive water and foot traffic conditions.
- We need to fertilize the greens two round in one month at lease for 2-3 month. This is to make sure the turf will fully recover from the injury.
- The improved turf recovery rate will provide a better quality turf surface under intense use and also will result in reduced susceptibility to weed invasion.

Comments from MCM regarding Golf Condition:

- Can see great improvements in 2 weeks and received compliments from golfers on the changes
- Greens may have deteriorated quickly, but have also recovered quickly
- Club's support to Golf Section is still in discussion, and the greenskeeper will come sometime in December 2022 or January 2023 to help out – to focus more on sustainable solutions for golf condition
- Expenses are included in the 2023 budget, but excludes consultancy fee, ISO fee and training – not under Golf Section

#7: Marketing & Event Updates by Fifie

Past Event - Magical Weekend





#7: Marketing & Event Updates by Fifie (continue)

Arts and Crafts - Festive & Halloween Bunting, The Beginners Bunting Sewing Class



Mid Autumn Festival - Chinese Community Section



Sandcastle Castle Competition - BBC Society; Ribbons + Reggaeton - Tri-fit Section





#7: Marketing & Event Updates by Fifie (continue)

October Events:

- Halloween Movie Night at Lotus Lounge – 29th October 2022
- PANAS Triathlon – 30th October 2022
- Pink October Coffee Morning Charity – 31st October 2022

November Events:

- Sunday Noon Time with the Forehead (Poolside Café) – 6th November 2022
- Halloween Trick or Treats – 5th November 2022
- Beginners Crochet (A&C) – 10th & 17th November 2022
- Junior by Ability Tennis Tournament – 11th November 2022
- Deepavali Milan – 11th November 2022
- United Nation's Zumba Day – 12th November 2022
- Che Mad Birthday Golf Tournament – 12th & 13th November 2022
- Bankole Futsal Cup – 12th November 2022
- Film Club (What's cooking) – 17th November 2022
- Rugby Festival Day – 20th November 2022
- Library Book Group – 23rd November 2022
- Christmas Tree Napkin Class (A&C) – 24th November 2022
- Panaga Club Badminton Fun Doubles Tournament – 26th November 2022
- Club Swimming Champion – 26th November 2022
- Golf Parents and Kids Team Challenge – 27th November 2022

MCM Comments on Events:

- CM to thank organizers on behalf of MCM for their hard work and efforts put in to make all events successful
- CP commented on golf events' and cancellations due to low numbers of participation – recommends to check with section first before advertising, and suggests to follow up with initial plan after advertising despite low participations
- On 11th December 2022, FEL Energy will do an event which is open to public in collaboration with The Eventco. PEMM to discuss with CT regarding rental charges and check for approval with MOHA. Ensure that event runs smoothly without contradicting/affecting members' use of club facilities and have balanced fun for both members and public
- Christmas festival in plan for mid December 2022, details TBC

November Membership Promotion:

- BSP/BLNG/BSM promotion; Waived \$20 processing fee & 1st month subscription fee. Apply for all BSP/BLNG/BSM employees only. (7th November 2022 – 6th December 2022)
- Non-members who apply for a one-week pass and decide to become members within a month will receive a full refund. (7th November 2022 – 31st December 2022)

Conclusion on November Membership Promotion:

- Both promotions are approved by MCM
- For the first promotion, the T&C is to be an active member for at least six months. Failure to do so will incur a penalty fee of non-refundable processing fee + 1 month club fee.

#8: AOB

- John Chin, an artist from Miri, would like to do an Art Exhibition at the Club on 28th and 29th January 2023
- CP suggests PEMM to discuss with CDC and ensure event is in line with Brunei legislation
- Proposal to increase all room hire by \$50 starting in January 2023 – MCM approved



#9: Other Comments and Suggestions

- MR emphasize for more awareness on works to be done and mentioned that the Club is struggling with people intentionally causing toilets to be blocked and stealing air fresheners away
- CM raised concerns over kids jumping over gate of tennis Court 6. If a new taller gate is to be installed, it would cost about B\$1k per gate.
- CP emphasize for toilets to be checked frequently, preferably every hour and be attentive to close any cubicles that are blocked as soon as possible before receiving complaint from members

Update from KBBC Representative:

- Have recently received payment on previous vessel sold
- Vessel previously approved to purchase is now ready, test runs will be done next week
- Boating will have low activity due to current weather conditions
- CT brought up membership fee increase for non-BSJV as per contract signed for BSP financial subsidy – CP suggested to review 2 weeks from now with CT, CM, and MSL present and final decision will be tabled to MCM for approval next meeting
- MCM and Club leads annual dinner this year will be held at Santuari, Club will pay for expenses – date TBC (probably the 1st or 2nd week of December 2022)

Next MCM Meeting

Thursday, 24th November 2022 (rescheduled, TBC)

Thursday, 22nd or 29th December 2022