

GISBORNE AND DISTRICT BOWLING CLUB INC.

Annual General Meeting

7.00pm, Friday 14 May 2021

MINUTES

The meeting opened at 7.05pm

Acting Chairman, Russell Walker OAM, welcomed members and declared the meeting open at 7.05pm

Acknowledgement of Country

Russell acknowledged the traditional owners of the land on which we are meeting tonight and pay respects to their elders past, present, and emerging.

As Acting Chairman Russell welcomed all members to the 2021 Annual General Meeting and declared the meeting open.

The following Directors were present: Russell Walker OAM, Helena Cyrulo, John Evans, Ron Formica, John Kinton and Teresa Wylie. It was noted that Mary Wilson, Treasurer, was an apology for the meeting and it was noted that she is standing down from the Board effective from the end of the meeting as she had moved to live in Taylor's Hill.

Rob Paterson, Chairman, stood down from the Board just prior to the end of the financial year. Further, John Evans' term on the Board has been completed and he had advised that he was not seeking re-appointment to the Board.

Russell stated that he would touch on Mary's contribution in the Director of Finance Report and Rob and John's contributions in the Acting Chairman's Report.

1. PRESENT AND APOLOGIES

In addition to the abovementioned directors, the following members were in attendance:

Bill O'Connor, Beau Warrenner, David Kelaart, Bronte Daniel, Les Kays, Vicki Noble, Ailene Paterson, Wendy Kays, Judy Butterley, Mary Hicks, Dorothy Evans, Maureen Warrenner, Rhonda Kelaart, David Beardmore, John Dale, Brian Carr, Ray Hicks, Chris Butterley, Tony Hedley, Robert Black, David Campbell, Rob Paterson, Diane Leach, Paul O'Farrell, Flo Roche, Dominic Varesse, Peter Williams.

The Secretary, Helena Cyrulo, advised that apologies had been received from: Mary Wilson, Jo Kendon, Richard Newton, Louise Ball, Ian Ball, Peter Wellington, Frank Perich, and Alan Higgins.

The Secretary acknowledged our life members:

- Brian Carr
- Alan Elliot
- John Evans
- Richard Newton
- Rob Paterson
- Joan John
- Laurie John
- Mary Wilson

ACKNOWLEDGEMENT OF MEMBER

Russell commenced the meeting by acknowledging the sad passing in the week leading up to the meeting of our Life member – Laurie John.

Laurie was an esteemed member of our Club, a real gentleman who served as Secretary in 2000/01. Following our former clubhouse being destroyed by fire in 1994, he was

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instrumental in purchasing Macedon House across the road and that property was used as the clubhouse. Further, he was instrumental in the construction of our current clubhouse which the club moved into in 1999.

All present stood for a minute's silence.

Russell stated: Rest in peace Laurie. Our thoughts are with Joan and the family at this sad time.

2. MINUTES OF THE 2020 AGM

The Acting Chairman, Russell Walker OAM, advised that as copies of the minutes were made available to members prior to the meeting there was no requirement to read them out. Questions or comments in relation to the meeting were welcomed from those in attendance – none were received.

It was resolved that the minutes of the 2020 Annual General Meeting of members of the Gisborne and District Bowling Club be confirmed to be a true record.

Moved by Bill O'Connor, seconded by Chris Butterley. Motion carried unanimously.

3. BUSINESS ARISING FROM THE MINUTES OF THE 2019 AGM

Russell stated that, as mentioned again at last year's meeting, the Club wishes to recognise members for their period of membership with the Club. The certificates will be named after our life members and will be provided for 5, 10, 15, 20 etc. years of membership. The aim is to roll this out at the commencement of the next bowling season.

4. REPORTS

4.1 Chairman's Report

Acting Chairman Russell Walker OAM presented the Chairman's report (attached) and welcomed questions or comments from those in attendance, but none were received.

It was resolved that the report of the Chairman of the Gisborne and District Bowling Club be received.

Moved by Rob Paterson, seconded by Judy Butterley. Motion carried unanimously.

4.2 Finance Committee Report

The Finance Director, Russell Walker OAM, presented the Finance Director's report (attached) and welcomed questions or comments from those in attendance – none were received.

It was resolved that the report of the Finance Director of the Gisborne and District Bowling Club be received.

Moved by Robert Black, seconded by David Campbell. Motion carried unanimously.

4.3 Financial Report

The Finance Director noted that copies of the financial statements for the 12 month period ended 31 March 2021 together with the Board declaration were made available to members prior to the meeting. The Finance Director sought questions or comments, and the following were received:

1. Judy Butterley queried whether the income item of green fees could be divided into categories of pennant, social, barefoot bowls etc. which would assist the Club to better identify our income streams.
2. Judy Butterley also queried whether Sponsorship and Fundraising income could be disclosed separately, together with income including related sponsorship, and expenditure associated with each tournament.

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The Finance Director stated that these matters would be reviewed by the Board.

It was resolved that the Club's financial statements for the 12 month period ended 31 March 2020 and the Board declaration thereon be adopted.

Moved by Vlod Cyrulo, seconded by David Campbell. Motion carried unanimously.

5. ELECTION/APPOINTMENT OF DIRECTORS

The Acting Chairman declared that five Board member positions were vacant and advised that Board members who stand down may stand for re-election.

The Acting Chairman advised that under the constitution, the terms of office of the positions on the Board are staggered so that one third or the nearest multiple of one third will retire by rotation each year. There were two positions vacant due to Rob Paterson and Mary Wilson standing down from the Board.

Nominations for 3 year terms

The Acting Chairman reported that the following members had been nominated for positions on the Board for 3 year terms:

- Louise Ball
- Helena Cyrulo
- Ron Formica

As the number of nominations for 3 year terms equalled the number of vacancies on the Board, the Acting Chairman declared these members duly elected to the Board of the Gisborne and District Bowling Club.

Those present congratulated Louise, Helena, and Ron on their appointments.

Nominations for 1 year terms:

The Secretary reported that the following members had been nominated for positions on the Board for 1 year terms:

- Judy Butterley
- David Campbell
- Bronte Daniel
- Peter Williams.

As the nominations for one year terms exceeded the number of vacancies (2 vacancies) an election process by ballot paper was undertaken.

The Secretary noted that only full, affiliated members of the Gisborne and District Bowling Club are permitted to vote at the AGM.

Following the collection of ballot papers and counting of votes the Secretary declared the following members duly elected to the Board of the Gisborne and District Bowling Club:

- Judy Butterley
- Bronte Daniel

Those present congratulated Judy and Bronte on their appointments.

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6. ANNUAL MEMBERSHIP FEES

The Acting Chairman sought to seek members' confirmation of the annual membership fees for 2021-22 which are:

- Full Membership \$170
- Junior Membership: \$10
- Social Membership: \$25
- Social Bowling Membership: \$50
- Barefoot Bowls Membership: \$10

The Acting Chairman noted that social bowling membership was a new category of membership with its ultimate aim of transitioning Barefoot Bowls Members to Full Members. The cost of social membership had reduced from \$40 to \$25 as this category of membership does not include access to participate in social bowls. Further, it was the 3rd financial year that Full Membership had remained at \$170 and it is the intention of the Board to maintain these membership fees at this level for the foreseeable future.

The Acting Chairman sought questions or comments, and the following were received:

1. David Campbell asked how our full membership fee compared to other clubs. The Bowls Director (John Evans) advised that fees are pretty much the same across all clubs within our Division (CHBD). The Acting Chair added that some clubs charge their club membership fee, with any affiliation fees passed on to members separately, while our fees are all inclusive.
2. Vicki Noble queried whether consideration could be given to a discount for couples.

The Acting Chairman stated that this matter would be considered by the Board.

*It was resolved that the proposed annual membership fees for 2020-21 be confirmed.
Moved by Paul O'Farrell, seconded by Chris Butterley. Motion carried unanimously.*

7. ANY OTHER BUSINESS IN RELATION TO THE BOARD

Nil

8. BOWLS COMMITTEE REPORT

The Bowls Director (John Evans) presented the Bowls Committee 2020-21 Report (attached).

Questions or comments were welcomed, but none were received.

*It was resolved that the Report of the Bowls Director be received.
Moved by Robert Black, seconded by David Kelaart. Motion carried unanimously.*

9. ELECTION/APPOINTMENT OF BOWLS AND SUB-COMMITTEES

9.1 Bowls Committee – 4 members

The Secretary reported that the following nominations had been received for positions on the Bowls Committee:

- Judy Butterley
- David Campbell
- John Evans
- Peter Williams

As the number of nominations received equalled the number of vacancies on the Committee, the Secretary declared Judy, David, John & Peter duly elected to the Bowls Committee of the Gisborne and District Bowling Club.

Those present congratulated Judy, David, John & Peter on their appointments.

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9.2 Tournament/Match Committee – 4 members

The Secretary reported that the following nominations had been received for positions on the Tournament and Match Committee:

- Ron Formica
- Rhonda Kelaart
- Peter Williams
- Teresa Wylie

As the number of nominations equalled the number of vacancies on the Committee, the Secretary declared Ron, Rhonda, Peter and Teresa duly elected to the Tournament and Match Committee of the Gisborne and District Bowling Club.

Those present congratulated Ron, Rhonda, Teresa and Peter on their appointments.

9.3 Mid-week Selection Committee – 3 members

The Secretary reported that the following nominations had been received for positions on the Mid-week Selection Committee:

- Vlod Cyrulo
- John Evans
- Alan Higgins
- Paul O'Farrell
- Peter Williams
- Teresa Wylie

As the number of nominations received exceeded the number of vacancies on the Committee an election process by ballot paper was undertaken

Following the collection of ballot papers and counting of votes the Secretary declared the following members duly elected to the Mid-week Selection Committee:

- Vlod Cyrulo
- John Evans
- Alan Higgins
- Paul O'Farrell

Those present congratulated Vlod, John, Alan and Paul on their appointments.

9.4 Saturday Selection Committee – 5 members

The Secretary reported that the following nominations had been received for positions on the Saturday Selection Committee:

- Ian Ball
- Chris Butterley
- Alan Higgins
- Richard Newton
- Paul O'Farrell
- David Wesney
- Peter Williams
- Teresa Wylie

As the number of nominations received exceeded the number of vacancies on the Committee an election process by ballot paper was undertaken

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Following the collection of ballot papers and counting of votes the Secretary declared the following members duly elected to the Saturday Selection Committee:

- Ian Ball
- Chris Butterley
- Alan Higgins
- Paul O'Farrell
- Peter Williams

Those present congratulated Ian, Chris, Alan, Paul & Peter on their appointments.

10. ANY OTHER BUSINESS IN RELATION TO THE BOWLS COMMITTEE

John Evans outlined some notices of motion from other clubs regarding the format for next pennant season, which had been posted on the Club's downstairs noticeboard for feedback. The notices include retention of 21 ends, changing Tuesday bowls to 3 rinks for four, and compulsory breaks for all divisions.

11. DATE OF NEXT AGM

The Acting Chairman advised that the 2021-22 Annual General Meeting will be held on 13 May 2022

In closing, the Acting Chairman thanked all the Board members for their great work and all the members for their contribution to the Club, and stated that we all look forward to a successful 2021-22 financial year and bowling season.

The Acting Chairman closed the meeting at 9.00pm

Signed by Chair: **Date:**

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Acting Chairman's Report

Firstly, I would like to take this opportunity to thank Rob Paterson, who has recently stepped down from the Board, for his significant contributions to the Club and the Gisborne community, which have seen him previously recognised as a Life Member of our Club. Rob's contributions have included: Chairman of the Board for 9 years; President of the Bowls Section for 3 years; organiser of Tuesday night Barefoot Bowls; sponsor of the Club and provider of a range of free products; purchasing the drinks and stocking the fridges; and even providing his tractor to maintain the car park. Clearly his biggest achievement was overseeing the construction of the synthetic green with \$250,000 raised from Club members which was repaid in just 5 years. Please join me in congratulating Rob for his great service to our Club and for his period as chairman.

Secondly, I would like to take this opportunity to also thank John Evans who has completed his term on the Board and has advised that he is not seeking reappointment to the Board. John has also made a significant contribution to our Club which has seen him previously recognised as a Life Member. Over a number of years he has been on the various sub-committees under the Bowls Committee. John was President of the Bowls Section for 6 years and was the Bowls Director for the last financial year. John's most significant contribution continues to be his maintenance of our grass green. Please join me in congratulating John for his great service to our Club and for his period on the Board.

At the start of the financial year that this report relates (1 April 2020), we were all confronted with COVID-19 causing economic and personal hardship for many families and resulting in our community being put into lockdown and our Club closed. When the Club was subsequently allowed to re-open, you the members were confronted with severe access and playing constraints which were gradually loosened as the year progressed. The various constraints that were put in place by the Board were in line with the Board's duty of care to you the Members to ensure your health and safety, and to comply with the COVID-19 Conditions of Entry and Play stipulated by Bowls Victoria, and to comply with the Government's COVID requirements.

The first half of the financial year was a challenging period financially for our Club with the COVID lock down and limited income but monthly bills of around \$2,700. The board, with the support of the Finance Committee, effectively managed through this challenging period with the Club now in a reasonable financial position.

Under the terms of our Section 16 crown land lease with the State Government and the Council and to obtain funds from Government, the Board needed to continue to adopt policies to enhance the Club's practices. During the financial year, the Board applied for and received around \$4,500 from the State Government.

While the start of the pennant season was delayed there were some great outcomes achieved by players and our teams. I would like to take this opportunity to congratulate all the winners of our various Club Championship events and those teams that played finals, including the mid-week division 1 team for winning the premiership, the Central Victoria championship and coming equal 3rd in the State Championship. Well done to all involved.

Going forward, the Club is being confronted with a range of strategic challenges.

Transitioning barefoot bowlers to full members: The Board has introduced a new category of membership (Social Bowling Member) with the aim of transitioning barefoot bowls members to full members. To date, 12 people have become Social Bowling Members. These new members have received an undertaking to obtain some coaching and training as part of their membership.

Club becoming more inclusive: As part of the Club's Strategic Plan, the Club has introduced a Community Bowls Program with the aim of the Club becoming more inclusive. The program involves school children being introduced to the game of bowls, adopting the Bowls Victoria 'Bowling with Babies Program' and facilitating people with disabilities playing bowls. During the financial year, 200 school children were introduced to the game of bowls. Strategies now need to be developed and implemented with the objective of identifying and developing young bowlers with the aim of them playing pennant bowls for our Club in the future.

Developing our Bowlers: Strategies also need to be developed and implemented to ensure that our current members reach their full potential as bowlers through effective training and coaching regimes.

Construction of a new car park: The building of a new car park at the rear of our greens is a top priority for our Club due to the impact of the planned changes to the Melbourne/Kilmore Road intersection on our current car park. Effective liaison with VicRoads and the Council needs to occur on this project, and a contractor needs to be identified to undertake the works. Further, the Club needs to ensure that it has sufficient cash reserves to finance these works.

Enhancing our current playing surfaces: As raised at previous meetings, the Board has developed a project proposal aimed at seeking external funding to enhance our playing facilities. Due to our strong governance framework and the various policies that have been developed and are now in place, the Club has been able to receive a letter of support from Bowls Victoria which is needed to support applications for external funding associated with the project proposal. Clearly trying to obtain external funding is a work in progress which requires ongoing liaison with the three levels of government.

Cost of Insurance: The cost of insurance is around \$10,000 per annum with the premium predominantly determined based on the current replacement cost of our Clubhouse which is currently estimated at \$2 million. The current cost of insurance is prohibitive and we need to determine a more cost effective replacement value by working with our insurance broker, the Council on current building requirements and a property valuer. The aim of this exercise is to determine a different construct for a

Clubhouse which is more cost effective with the aim of reducing the ongoing cost of insurance.

The strategic challenges facing the Club cannot be addressed by only a few but requires all Board and Bowls Committee members, including the newly appointed members tonight, to work on the actions required to make our Club a better place not only for the current members but also for future generations.

In closing, I would like to thank my fellow directors and members of all the Club's committees and all the volunteers who undertake various roles around our Club for all your great work which makes it function effectively and produce great outcomes. I would also like to thank you the members for your ongoing commitment and passion to our great Club and the game of bowls, especially during the unprecedented period of enforced restrictions during the 2020/21 financial year due to COVID-19.

Russell A Walker OAM
Acting Chairman

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Director of Finance Report

Firstly, I would like to take this opportunity to thank Mary Wilson who is stepping down from the Board and as Treasurer effective from this Annual General Meeting. Mary as a Life Member of our Club has held the position of Treasurer for 5 years. Further, she held the position as President for the Lady's Bowls Section for 3 years and as Secretary of the Lady's Bowls Section for one year. Mary has provided great service to this Club over a considerable period of time. Although she is not able to be present tonight, for the record, please join me in congratulating Mary for her service to our Club and her period as Treasurer.

In addition, I would like to take this opportunity to thank Bob Sellman, who is a member of the Finance Committee, for the production of our financial statements.

Our financial statements for the financial year ended 31 March 2020 disclose a profit of \$21,317 compared with \$24,706 for the previous financial year. While there has been a reduction in our profit, this is a good outcome considering the negative impact brought about by COVID-19. The related restrictions from COVID-19 resulted in limited private functions held at the Club and bar takings dropping by around \$20,000. As a positive, the Club applied for and obtained \$4,461 in Government Grants and received \$19,315 in Sponsorships and Donations. It should be noted that the majority of the sponsorship income in 2020/21 was received towards the end of the financial year and due to the current level of economic uncertainty there is a risk that businesses may not wish to commit the same level of funds in 2021/22.

The Club's current assets have increased from \$7,840 as at 1 April 2020 to \$49,318 as at 31 March 2021. The low level of current assets at the beginning of the financial year was brought about by the final repayment of amounts owed to Club Members to construct the synthetic green. While this final repayment was a great outcome, this resulted in low levels of current assets, in particular cash resources at the commencement of the financial year. With the Club faced with limited income during the COVID-19 lockdown in the first half of 2020/21, but at the same time having to meet average weekly expenses of \$625 (monthly expenses of \$2,700), this resulted in the first half of 2020/21 being a challenging period from a financial management perspective.

Once the COVID-19 restrictions were lifted, the Board adopted a strategy of limiting our expenditure and building our reserves to meet future capital costs associated with firstly, building a new car park at the rear of our greens due to the impact of the planned changes to the Melbourne/Kilmore Road intersection on our current car park, and secondly enhancing our current playing conditions. As mentioned previously in the Acting Chairman's report, one of the Club's most significant ongoing operating costs relates to insurance which costs around \$10,000 including GST per annum.

It is hoped that during the 2021/22 financial year COVID-19 does not negatively impact members of our community and our members, and that our Club can get back to normal, whatever normal is post COVID.

In closing, I would like to thank my fellow Finance Committee members and Directors for their ongoing great work for the Club, and you the members for what has been a challenging period for our Club.

Russell A Walker OAM
Finance Director

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Bowls Committee Report

Gisborne Bowlers have had another successful year even though our season was delayed for a month due to the lockdown. We completed a full season of pennant and all Division and State games were completed. Our Gisborne pennant sides were again competitive with several sides playing in finals, the highlight was our midweek division 1 side winning their first CHBD grand final continuing on to win at Regional level then competing in the State final at Moama finishing equal third for the State, a great experience for our Bowlers and congratulations on a great performance. Our Club looks forward to more success next season with several good Bowlers joining our Club recently.

Social Bowls, continues to be popular with games each Wednesday and Saturday, all players enjoying the relaxed atmosphere, we hope to encourage some of our new Bowlers to get involved, a big thanks to our Match Committee for running these days.

Tournaments, With the exception of our Layton Homes Tournament that had to be cancelled due to low entries clashing with many Pennant finals, all other special days have been very successful. Chicken and Champagne, Neil Street Medical Clinic held over 1 day each month for 3 months, great format and could be expanded next season, Gisborne Gazette day also another very popular day enjoyed by our Bowlers. A big thank you to our sponsors for supporting these days, all Bowlers appreciate your support and thank to our Match Committee once again organizing these days.

Veterans Day, Gisborne hosted a very successful CHBD Veterans day this season many of our Veterans attending to receive their Veterans badges, we hope this day can continue in future years.

Bare Foot Bowls, this is a very popular program held over 2 nights (Tuesday and Wednesday) usually over about 10 weeks, this is introducing potential new Members into the game of bowls and we hope they will take up the game at some stage, also a great money spinner for the Club. A huge thank you to all our Members for helping run these nights, it is vital we continue to introduce new Members to the Club.

School Program, The High School students have enjoyed an extended program of bowls this season, visiting the Club on several occasions to experience the game of bowls, a big thank you to our Members for donating their time to run these sessions, we hope some of these students might add bowls to their sporting program.

Bowls Committees, a big thank you to our bowls committees for their tireless work over the year, Match/Tournament conducting our Tournaments and also organizing all Club events, Tuesday and Saturday Selectors for selecting teams each week. Finally thank you to all our Bowers for making themselves available each week .

Congratulations to all our incoming Committee members for the new season and wish all Bowlers another enjoyable year of bowls.

Bowls Director, John Evans.

GISBORNE & DISTRICT BOWLING CLUB**Statement of Asset & Liabilities as at 31st March 2021**

	2021	2020
	31-Mar	31-Mar
ASSETS		
Current Assets		
Bar stock and supplies on hand	2185	1773
Stock on hand of Uniforms for sale	2996	3550
Cash on hand	1100	300
Cash at bank	43037	2217
	49318	7840
Non Current Assets		
Buildings and improvements at cost	355949	355949
Less accumulated depreciation	-61702	-57922
Synthetic bowling green at cost	329921	329921
Less accumulated Amortisation	-97535	-81039
Plant and equipment at cost	120562	120562
Less accumulated depreciation	-91574	-85546
Lawn bowls	3040	0
	558661	581925
TOTAL ASSETS	607979	589765
LIABILITIES		
Current Liabilities		
Provision for GST	2735	2287
	2735	2287
Non Current Liabilities		
Debentures - Members	0	0
	0	0
Total liabilities	2735	2287
NET ASSETS	605244	587478
EQUITY		
Asset revaluation reserve	6192	6192
Capital asset reserve	10609	10609
Members capital appeal reserve	254484	254484
Retained earnings	333959	316193
TOTAL EQUITY	605244	587478

GISBORNE & DISTRICT BOWLING CLUB**Profit & Loss Statement for the 12 months ended 31st March 2021**

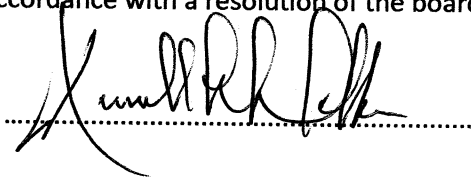
	<u>2021</u>	<u>2020</u>
	<u>12 months</u>	<u>12 months</u>
<u>SALES</u>	<u>31-Mar</u>	<u>31-Mar</u>
Trading - Bar takings	30500	50492
	<u>30500</u>	<u>50492</u>
Less cost of goods sold		
Opening bar stock on hand	1773	2063
Purchases		
Bar stock & supplies	11232	21953
	<u>13005</u>	<u>24016</u>
Closing stock on hand	-2185	-1773
	<u>10820</u>	<u>22243</u>
Gross profit from trading	<u>19680</u>	<u>28249</u>
INCOME		
Membership fees	12855	12782
Fundraising income	3207	10185
Government grants	4461	0
Green fees received	18572	19715
Hire of club rooms	0	4865
Sponsorship and donations	19315	14850
Uniforms and other merchandise	2111	1363
	<u>60521</u>	<u>63760</u>
GROSS PROFIT	<u>80201</u>	<u>92009</u>
EXPENDITURE		
Affiliation fees - Bowls Victoria	3302	5822
Amortisation - Synthetic bowling green	16496	16800
Bank charges	491	635
Compassionate expenses	221	0
Computer expenses - upgrades , consumables .	439	1026
Cleaning materials.	454	74
Depreciation - Plant, Equipment & Club rooms .	9809	9600
Electricity & Gas	2612	5765
Insurance	8987	6495
Interest on debentures	0	2055
Licence and other fees net of refunds	-555	1016
Printing , stationery & postage	977	1292
Council rates	3849	3677
Repairs & maintenance - Greens.	4120	4994
Repairs & maintenance - Building & equipment	3267	3975
Sponsors signage costs	1103	481
Telephone , mobile & faxes	897	788
Trophies	410	728
Water rates	2005	2080
	<u>58884</u>	<u>67303</u>
PROFIT FROM ORDINARY ACTIVITIES.	<u>21317</u>	<u>24706</u>

BOARD DECLARATION.

The board of the Gisborne and District Bowling Club Inc. declares that the attached financial statements gives a true and fair view of the financial position as at 31st March 2021 and of the financial performance of the entity for the 12 months ended on that date.

The declaration is made in accordance with a resolution of the board.

Russell Walker OAM
Acting Chairman.

A handwritten signature in black ink, appearing to read 'Russell Walker', written over a dotted line.

Mary Wilson
Treasurer.

A handwritten signature in black ink, appearing to read 'Mary Wilson', written over a dotted line.

Dated ...

12 April 2021