

Kotara Bowling & Recreation Club Co-Operative Limited
Minutes of Annual General Meeting Sunday 8th September 2019

Meeting Held: Kotara Bowling & Recreation Club, 2 Howell St, Kotara NSW 2289

Meeting Opened: 9.00 am

Attendance: Mr. B Hamilton (Secretary Manager), Mr. S. Lucas (Lambourne Partners), Mr. C. Nean (Lambourne Partners), Mr. M Conway (Newcastle District Bowling Association) and 55 financial members as per Attendance Sheet (attached)

Chairperson: Mr. R Muir

Apologies: G. Wright, M. Henry, S. Hudson & R. McLeod.

1. Obituaries:

A minute's silence was observed as a mark of respect for the sad loss of members who passed away during the past year. The passing of the following members was observed R. O'Mara, P. Greenwood, P. Burke, L. Gallemore, J. Lilley, H. Lainson & F. Yorke

2. Minutes from previous meeting:

Minutes from the AGM held on Sunday September 23, 2018 were tabled.

Moved K. Gilbert / R. Smith that they be accepted as tabled

Motion Carried.

3. Consideration of Annual Financial Statements

Mr. Scott Lucas from Lambourne Partners addressed the meeting discussing the highlights and important notable points from the Club Financial Statements for the 30 June 2019 Financial Year. Mr. Lucas clarified an Independent Review of the Financial Statements have been conducted which is not a Full Independent Audit.

Mr. Lucas commented that the 2019 Financial Year does not look as good as 2018, however, both years are similar when taking into consideration the sale of poker machine entitlements in the 2018 financial year.

Mr. Lucas commented on the reduction in expenses in 2019, the finalisation of the previous Secretary Manager's entitlements and the expected continuation of reduction of expenses in 2020.

The Statement of Cash Flows shows the Club generated a \$110,000 surplus Operating Cash Flow that was used to repay borrowing and pay creditor account balances. Mr. Lucas noted some loans will be paid out within the next 12 months which will free up much needed cash.

Surplus cash flows will ensure survival if revenue continues to grow while maintaining tight controls on expenditure.

It has been a difficult 5 year period of trade for the Club and the Board have conducted regular discussions about the Club continuing to be a 'going concern'. Financial recovery will be slow, it is achievable.

There were no questions asked of Mr. Lucas of Lambourne Partners.

Moved A. Caddies / T. Drinkwater that Annual Financial Statements for 30th June 2019 be accepted as tabled. Motion Carried.

4. Presidents Report

Mr. R. Muir delivered his Presidents Report to the meeting verbally. He began by thanking the members for their support throughout the year and extended a special thanks to the many members who contribute and volunteer their time. The meeting was informed the Club was successful with obtaining a \$15,000 grant to be spent on the bowling greens and this money is required to be spent by the end of the year. Robert commented on the financial performance of the Club with respect to ongoing savings in reoccurring expenditure indicating it is expected controls on expenses are expected to continue.

5. Consideration of Allowances

The meeting was informed that Club Directors have not received Honorariums for a number of years. Due to financial constraints this is to remain in place until further notice and there is an improvement in financial performance and the Club's Financial Position.

6. Election of Directors

The Chairperson handed the meeting to the Returning Officer Mr. K. Farley.

The Returning Officer explained nominations were called for President and one Director.

One nomination for President was received.

Declared the nominee Mr. R. Muir – President elected unopposed.

No nominations received for the position of Director.

The Returning Officer called for nominations from the floor of the meeting.

Moved C. Hanley / R. Smith Women's Bowling Member Mrs. Lisa Henry nominated as Director.

Nomination accepted by Mrs. L Henry

No other nominations received from the floor.

Declared Mrs. L Henry Director.

7. Election of Returning Officer and Deputy Returning Officer

Moved B Holmes / K. Wilson nominated Ken Farley as Returning Officer.

Nomination accepted by Mr. K Farley.

No other nominations received from the floor.

Mr. K Farley elected unopposed.

Moved B Holmes / K. Wilson nominated Neil Thirkell as Deputy Returning Officer

Nomination accepted by Mr. N Thirkell.

No other nominations received from the floor.

Mr. N Thirkell elected unopposed.

8. Election of Publicity Officer

Moved K. Farley / C. Hanley Mr. Scott Farley be nominated as Publicity Officer

Nomination accepted by Mr. S Farley

No other nominations received from the floor

Mr. S Farley elected unopposed.

9. Appointment of Patron

Moved R. Muir / K. Farley Mr. Gary Wright be nominated Club Patron

Mr. R Muir indicated to the meeting Mr. Wright was prepared to accept nomination for the role of Patron.

No other nominations received for the position of Patron.

Mr. G Wright appointed as Patron.

10. Election of Greens Liaison Officer

Moved K. Gilbert / J. Storrie Mr. Greg Horan be nominated Greens Liaison Officer.

Nomination accepted by Mr. G Horan

No other nominations received for the position of Patron.

Mr. G Horan elected unopposed.

11. Election of NDBA Delegates

Mr. Mark Conway, President of Newcastle District Bowling Association, addressed the meeting providing members an update from the district office. The members were informed about the role of delegates to attend monthly meetings, the importance of current contact details for Bowling Clubs delegates and the termite damage to district head office. Mr. Conway reminded the Club voting for rules and regulations is scheduled to be conducted Thursday week and provided a brief review of the recently conducted Mattara Festival which will be celebrating it's 60th year in 2020.

Moved K. Gilbert / G. Milburn nominate Gerry Gairns as NDBA Delegate

Moved K. Gilbert / G. Milburn nominate John Storrie as NDBA Delegate.

No other nominations received for the positions of NDBA Delegate.

Mr. G. Gairns & Mr. J. Storrie accepted their nominations.

Mr. G. Gairns & Mr. J. Storrie elected unopposed.

12. Determine the Number of Selectors and the Method of Selection

Moved C. Hanley / A. Blaker the Club appoint 2 selectors.

Motion Carried

Moved R. Muir / R. Smith Mr. Keith Gilbert be nominated a Selector.

Moved R. Muir / R. Smith Mr. Chris Hanley be nominated a Selector.

No other nominations received for Selector positions.

Mr. K Gilbert & Mr. C Hanley accepted their nominations.

Mr K Gilbert & Mr. C Hanley elected unopposed.

13. Games Organiser

Moved R. Muir / R. Smith nominate Mr. Keith Gilbert Games Organiser.

Moved R. Muir / R. Smith nominate John Storrie Games Organiser.

No other nominations received for Games Organiser.

Mr. K Gilbert & Mr. J. Storrie accepted their nominations.

Mr K Gilbert & Mr. J. Storrie elected unopposed.

14. Recommendations to the Incoming Board: Nil

15. General Business of which Due Notice has been Given: Nil

16. General Business

It was noted Bowling Green Shades are required, especially with summer soon and expectation it will be hotter than normal. Mr. R Muir informed the Club investigated solar power solutions as Bowling Green shade solutions, however, Newcastle Council would not approve the development application.

Mr. D. Cross raised the matter of repairs to the retaining wall near the carpark indicating a structural engineer has inspected it. The advice received is that the condition is not going to worsen.

Mr. R. Muir informed the meeting about the second green falling into the adjacent storm water channel. It was also noted this is impacting on the 'Dragon's Den' BBQ area where acrow props are supporting the shaded area in the event the support poles fall away with the ground movement. The meeting was informed an action item has been created to attend Newcastle Council to discuss the matter with the aim of remedial action.

Mr. D. Cross welcomed the recently appointed Secretary Manager, Mr. B Hamilton, and asked his thoughts on the future prospects of the Club. Mr Hamilton responded agreeing with the remarks made earlier by Mr. Lucas from Lambourne Partners and continued to explain his concerns that it will be a long difficult process and maintenance of The Club is a concern because any unexpected significant repairs will place financial distress on a Club already under financial constraints. Mr. Hamilton further commented it is his job to improve the relevance of the Club to it's local community, other community groups, sporting Clubs and members.

Director, Mr J. Biscan-Roberts, addressed the meeting stating his qualifications, skills and experience to reinforce and back up the comments by Mr. S. Lucas regarding the financial performance and financial position of the Club. He also provided some more information in support of the comments made by B. Hamilton.

Mr. G Gairns suggested a membership recruitment drive in an attempt to grow the Club's membership numbers. He suggested incentives for existing members to introduce new members by way of rewards or prize draws.

Mr. K White thanked the President and the Board of Directors for their time and efforts during the last year. He also extended his gratitude to the volunteers that attend to the bowling greens and surrounds.

As there was no further General Business or questions, the Chairperson thanked everyone for their attendance.

Meeting Closed: 10.17am