**MINUTES of the ANNUAL GENERAL MEETING**

**EATON BOWLING AND SOCIAL CLUB INC. held on 24th April 2023**

**PRESENT**

***Management Committee:***

***President:*** Anne Whyatt ***Vice Presidents:*** Colin Hotker, Shane Pullan  ***Treasurer:*** *Kerry Edwards*

***Men’s Captain:*** Greg Slavin ***Ladies Captain:*** Anne Edwards, ***Sponsorship Director:*** Kevin McDonald,

***Social Director:*** Chris Cornford ***Secretary:*** Pat Wainwright

**Apologies:** **Catering Convenor:** Karen Cowin, **Grounds Director:** Tim Hollamby

***Guests:*** Dardanup Shire President and Club Patron, Michael Bennett; and Club Patron; Joy Bailey

***Members: As per attached Attendance Register.***

**APOLOGIES:** ***As per attached Apology Sheet.*** Apologies received were read out to meeting.

President Anne declared the meeting **open at 7.03pm**.

Anne also welcomed Club Patrons; Michael Bennett and Joy Bailey, and welcomed and acknowledged Life Members, John Cowin and Joy Bailey, who were present, and Guests. (as per above.) Anne thanked them all for their support and attendance today.

Anne requested that all attending, sign the attendance register. Anne asked that any that had not done so, to please do now.

Anne then requested Secretary Pat to read out all known apologies.

President Anne announced that, if a ballot was required, **Ray Ashworth** had agreed to act as **Returning officer** and **Lyn Tredgett** had agreed to act as **Scrutineer**. Anne thanked them for being available.

**Dardanup Shire President Michael Bennett** was asked to address the meeting regarding the update on the carpark development opposite the Club building and rear carpark. This contract has now been cancelled as with rising costs it had become a $500,000 cost and with the funds still in the budget Mick Bennett has asked the Council to get the 2 car parks finalised and also a possible drop off point outside the front of the building. This will take place next year. Kerry Edwards asked if the original plan for the rear carpark will remain the same and was assured it will be going ahead over the next year or so.

Shane asked whether the outside fence could be in the budget for replacement and was advised to contact Aly Smith at Dardanup Shire to check if this was included in our lease.

M Bairstowe questioned the amount of disabled parking bays we already have, and hoped there would not be too many more in the new carpark and Mick Bennett assured him that with the drop off point there would not be a need for too many more.

**MINUTES OF PREVIOUS MEETING:**

**Moved** Anne Edwards **Seconded** Phil Downes that the Minutes, previously distributed, be confirmed as a true and accurate record of the meeting held on the **27th April 2022**.

**CARRIED**

**MATTERS ARISING FROM MINUTES:**

There were no matters arising from the previous Minutes.

**PRESIDENT’S REPORT:**

**President:** Anne Whyatt(Written Report Attached)

**DIRECTOR’S REPORTS:**

**Men’s Captain:** Greg Slavin (Written Report Attached)

**Ladies Captain:** Anne Edwards(Written Report Attached)

**Moved** Nola Sutherland **Seconded** Deb Wood, that all reports, as presented, be accepted.

**CARRIED**

**BUSINESS ARISING FROM REPORTS:** NIL

**FINANCIAL REPORT:**

**Club Treasurer** Kerry Edwards presented a Treasurer’s report and a financial summary to the meeting.

(A copy of both report and summary are attached and were made available to all at the meeting.)

Kerry mentioned that this year’s figures were based on and reflected the full 12-month period from 1st April 2022 to 31st March 2023 and based on audit report given by Warren Warrick of Warrick and Co. completed on the 18th April 2023.

Kerry went through his summary report, refer to attached, and explained the major items of interest. Bar Sales were this year well up on last year and this can be attributed to our new building which ensured a large increase in membership and functions throughout the year. Bulk beer also played a large part in turnover with bar profit also up on last year. The contribution rate was 52% which reflects good bar management.

Kerry also detailed costs associated with projects completed over the year in the new building and also the expected increased costs for running the large building with more functions held.

Kerry finished by advising that the Club is in a really good shape with a promising future.

**Moved** Geoff Whyatt **Seconded** Tim Stevens, that the Financial Report, as presented, be accepted.

**CARRIED**

**BUSINESS ARISING FROM FINANCIAL REPORT:**

G Whyatt enquired about the Lease figures which were for 2 years. Also asked whether bulk beer was the reason for the increase in profit for the bar and Kerry confirmed that.

M Bennett asked whether the Senior Citizens pay a lease to the Club and Kerry confirmed that they do not pay a lease however they are charged for running costs i.e. electricity, water and cleaning which is approx $500 per month.

V Merchant also enquired re the costs being charged to Seniors Citizens and Kerry stated this may have to be reviewed in the future.

M Baker enquired about the item Trophies and Prizes for $39,500, Kerry explained that sponsorship and nomination fees cover most of this cost however there can be a shortfall. Anne also stated that donations have to be taken into account.

L Blurton asked about green fee contribution to the Club from charges to players. Anne gave an explanation for most of the events. G Slavin asked if the Match Committees could be left to make decisions regarding fees.

**ELECTION OF OFFICE BEARERS:**

President Anne advised that all the following nominations were received by the closing date, as required under the Club’s Constitution.

**(These are Executive Committee positions – For a 2-year term)**

**Position Nominee Proposed Seconded**

**President** Shane Pullan Greg McKay Kerry Edwards

**Anne handed over to the new President Shane**

**Vice President (Female)** Anne Whyatt Kerry Edwards Pat Wainwright

**Treasurer** Kerry Edwards Anne Whyatt Pat Wainwright

President Shane then advised that as there was only one nominee for each of these positions, the nominees should therefore be elected unopposed. Also Colin Hotker (Vice President Male) has 1 year of his 2 year term to serve.

**CARRIED**

**(These are all Management Committee positions – For a 1-year term)**

**Position Nominee Proposed Seconded**

**Director of Men’s Bowls (Captain)** Greg Slavin John Cowin Tom Cooney

**Director of Ladies Bowls (Captain)** Lorrinia Bright Ruth Salfinger Anne Whyatt

**Catering Convenor** Karen Cowin Kevin Rolleston Mick Martin

**Social Director** Chris Cornford Phil Downes Kevin Male

**House Director**  Ted Reilly Pat Wainwright Anne Whyatt

Shane also advised that as there had been only one nominee for each of the following positions, they therefore should also be elected unopposed.

**CARRIED**

Moved: Kevin McDonald Seconded: Ray Ashworth that all nominees be accepted into their positions.

Shane then advised that the following three positions remained vacant as no nominations had been received by closing date. These being; Secretary, Grounds Director and Sponsorship Director.

Shane then asked if there were any nominations, from the floor, to fill these positions.

**Position Nominee Proposed by Seconded by**

**Grounds Director** Ray Ashowrth Greg McKay Barry Mitcheson

**Sponsorship Director**  Greg McKay Kerry Edwards Tim Stevens

President Shane requested that, there being only one nomination, the above nominations be accepted, by a show of hands, and elected to positions as indicated.  **CARRIED**

Shane said that as there were no nominations for the **Secretary** role,Pat will remain in this position at this stage and Committee would seek to find a replacement as soon as possible.

Shane then welcomed all new and returning Committee Members and wished them well for the coming year.

**APPOINTMENT OF CLUB PATRONS**

President Shane advised that Michael Bennett and Joy Bailey had served as Patrons of the Club during the past several years. They had both been asked if they were willing to do so again, and had said that they would be happy to continue. Shane advised that Ramona Curnow, who had been a Patron of the Club for several years, had been asked and was not able to continue and a letter of thanks had been sent to her. Shane recommended that the two Patrons be re-appointed.

Shane requested that, the above nominations be accepted, by a show of hands, and elected as Patrons of the Club for 2023/24.  **CARRIED**

**APPOINTMENT OF CLUB AUDITOR**

President Shane advised the meeting that, current Auditor, **Wayne Warrick**, of Warrick & Co, had been contacted by Club, and had advised that he was available and prepared to continue to act as Auditor of the Eaton Bowling and Social Club Inc. accounts for the 2023/24 year.

**Moved** K Edwards **Seconded** G Whyatt that Wayne Warrick be re-appointed as Club Auditor for a further year. **CARRIED**

**ANNUAL MEMBERSHIP FEES**

Shane advised the meeting that the Management Committee recommend that Club Membership fees increase as follows as of 1st July 2023:

**Full Membership** From $230.00 to $240.00 per annum

**Restricted Bowler Membership** From $140.00 to $150.00 per annum

**Social Membership** From $20.00 to $25.00 per annum

**Junior Membership** to remain at30% of Full Membership (Rounded to $75.00)

**Nomination Fee** $10.00 on application

G McKay felt that the Social membership should remain at $20.00.

**Moved** Phil Downes **Seconded** Deb Wood that Membership fees be set as recommended.

**CARRIED**

**HONORARIUMS**

Shane advised that Honorariums need to be ratified by Members every year at the AGM.

Honorariums, as shown, are granted to the following and Committee recommend that they are granted and paid as follows:

Secretary: $250.00 per week as is

Treasurer: $200.00 per week increased to $250.00 per week

Functions Coordinator: $125.00 per week

Cash Handler $50.00 per week

Catering Convenor $75.00 per week

Greenkeeper $50.00 per week

Discussion took place re Honorariums – N Woods felt that the Secretary honorarium should be increased due to the amount of work that is needed. G Whyatt stated that the decision to increase the honorariums should be left to the Management Committee and moved a motion to give authority to the Management Committee to set the Secretary honorarium up to $350 per week. This motion was withdrawn as B Mitcheson moved for it to be set up to $500 per week.

Moved: B Mitcheson Seconded: M Bennett that the Management Committee have the authority to set the honorarium for the Secretary up to $500 per week.

**CARRIED**

F Smith stated that she felt that the Convenor honorarium should be discussed and raised. A Whyatt moved that the Convenor honorarium be increased to $100.00 per week, Greenkeeper to $100.00 per week and Sponsorship $50.00 per week. The honorariums are now recommended as follows:

Secretary: $250.00 per week as is with option up to $500 at discretion of Management

Treasurer: $200.00 per week increased to $250.00 per week

Functions Coordinator: $125.00 per week

Cash Handler $ 50.00 per week

Catering Convenor $100.00 per week

Greenkeeper $100.00 per week

Sponsorship $ 50.00 per week

**Moved** Anne Whyatt **Seconded** Kerry Edwards that Honorariums be accepted as above

**CARRIED**

**LIFE MEMBERSHIP PRESENTATION**

President Shane announced that a nomination had been presented to the Management Committee for Life Membership for Neville Woods and had been discussed by both Management and Executive Committees and accepted unanimously.

Shane detailed Neville’s history with the Club, he joined 38 years ago in 1985 and was Bar Manager up to 2013. Whilst employed he committed himself to the Club out of hours to ensure our progression to where we are today. Neville’s time given to this Club cannot be underestimated even to this day. Shane outlined Neville’s bowling achievements past and present and congratulated him on being awarded Life Membership.

Neville then gave an acceptance speech.

**NOTICES OF MOTION:**

There were no Notices of Motion.

**GENERAL BUSINESS:**

**Scheduled Items:**

1. **Change Team & Business Plan** President Shane then requested Greg Slavin address the meeting and give a rundown on what the “Change Team” was doing for Eaton Bowling Club.

Greg stated that the Change Team, consisting of M Baker, M Bennett, C Cornford, R Mosele, C Reynolds, J Smith, T Stevens and G Williams were asked by the Executive to detail how the Club’s Management and infrastructure could be optimised so that our Club is recognised as the most desirable bowling facility in the Southwest.

Following many hours of discussion the Change Team has now presented to the Management the following recommendations:

1. To develop the Club’s bowling facilities including:
   1. The development of the Eastern green (old A green) at a cost of approx $300,000 in 2024/25 year
   2. To install quality lighting for A Green and hopefully for refurbished Eastern green
   3. To explore notion of outside kitchen
   4. To explore notion of cover over A Green probably not before 2026/27
2. To restructure existing Management Committee which Greg detailed including the new position of Facilities Manager
3. To create a paid position of Facilities/Club Manager
4. Strategy to engage women in the workforce and young people with families in bowling

Greg stated that this Change Team presentation has now been incorporated into a 5 year business plan that C Cornford, K McDonald and himself have created. This includes the following:

* Statement of Club’s history, mission and core values
* Section of operational planning and accountability inc KPI and targets for all areas
* Section for major projects
* Operational and capital budget
* Risk management

Greg stated that upon completion of the business plan over the coming weeks, this will be presented to the Management Committee for approval, following this all Members will be invited to give their feedback. The business plan will then be presented to the Executive Committee for their final approval when it may be necessary to have a special General Meeting to formally adopt the plan.

B Mitcheson asked about the refurbishment of the Eastern Green, with regard to the replacement of the existing greens, and whether this is a viable project. President Shane commented that some of the cost would be found through grants etc. and this would be a spare green for use at large events such as Classics and Championships.

N Woods asked about the Facilities Manager and the cost of this role. Extra turnover would be expected to cover this position of approx $100,000 upwards. Greg said that they were thinking of a figure of $80,000.

A Whyatt stated that it must be noted that we do need to keep a percentage of money put aside for green replacement in future years.

1. **Function Room Cleaning Volunteers:** President Shane stated that he had spoken to R Miles and he needs more people to put their hands up and volunteer, as the cleaning particularly of the Function Room on a Sunday morning is a massive job for one person.
2. **Restricted Membership name change:** P Wainwright stated that in the Constitution the term Social Bowling (Restricted) Membership is used and this can create some confusion with the Social Members. The meeting was asked if they were wanting to keep the name Restricted Member or change the name, however it was felt that we keep the name Restricted and delete Social Bowling from the Constitution, which would have to be done during this year for next year’s AGM. Pat detailed that Restricted bowlers are allowed to bowl in all social events, but not Pennants or Championships or any event that awards more than $100 in prize money. C Wilson asked whether Corporate or Barefoot bowlers were members and it was explained that if events are organised to attract people into the Club they do not have to be members immediately.
3. **Open bowling:** President Shane announced that Management have received a petition and letter which was read out to the meeting. The petition had 66 signatures and was compiled by J Bailey and the letter was received from K Ward. They were both in regard to open bowling at the weekend to attract younger women to the Club and also to allow both genders to play in the Scroungers on Sunday mornings.

M Clarke stated that when this was announced last year by then President L Brook a few Ladies came to Scroungers, this then reduced each week until there were no Ladies coming. J Bailey then stated that the Ladies were not made welcome and not allowed to join into the Scroungers competition with the men, which is their preference. K Ward commented that her concern was for Ladies from other Clubs that are not allowed to take part in our Scroungers competition. N Woods said that maybe there could be Men Scroungers and Open Scroungers on the same day and see how it works.

President Shane then announced that he had spoken to Ken Pride, CEO of Bowls WA, and was advised that Scroungers is an organised event in our Fixture Book and as such should be open gender, also if the Scrounger winner from other Clubs is a Lady then she will be welcomed to this Club.

J Dempster stated that she belongs to a golf club who have now made all events open gender and there are now no problems. Greg commented that to increase activity at the Club with younger families and working women, then open gender events at the weekend would be necessary.

1. **Old A green:** This was discussed earlier – however N Woods remarked on the look of the old A green (now called the Eastern green) when you enter the Club and gave a suggestion of turning it into a Community Garden. If in the future the Shire uses it for something else then parking would be a problem.

**OTHER GENERAL BUSINESS:**

1. **Sponsors:** V Merchant spoke regarding attracting sponsors and his suggestion was that we look at reducing their membership fee or giving monetary awards to encourage them to bring in new sponsors. President Shane said that the reward for members is having this great facility for all.

1. **Sea Containers:** President Shane announced that there had been a clean up of the sea containers in the rear carpark as the Dardanup Shire will be relocating them in the near future. There are items that will be offered to all members and Pat will send out an email to detail these. Also there are obsolete Club shirts that have old sponsors on them so they cannot be worn in any events. They will be put out on the table along with some personal trophies and photos if the owners would like to collect them. The Club will retain the major trophies and display in the Board Room.

As there was no further discussion, Shane then thanked, Ray Ashworth and Lyn Tredgett, who had agreed to act as returning officers if voting was required and outgoing office bearers; Sponsorship Director Kevin McDonald, Ladies’ Captain Anne Edwards and Grounds Director Tim Hollamby for their contribution during their term on the Management Committee. Shane also thanked and welcomed all incoming and returning Committee Members and wished them well for the coming season.and then thanked Club Patrons and Members for attending.

There being no further business, President Shane declared the meeting closed.

**Meeting closed at 9.23 pm**.

**SIGNED:**

President - (Shane Pullan) …………………………………Date…………………

Secretary – (Pat Wainwright) …………………………………Date…………………