

- **AGENDA:** Annual General Meeting of the Russell Vale Golf & Social Club Ltd to be held on 24 September 2023 (pages 3-4)
- **MINUTES** of the Annual General Meeting of the Russell Vale Golf & Social Club Ltd held on 16 October 2022 (pages 5-9)





Mel Perrin
2023 Ladies Single Matchplay Champion



2023 Ladies Four Ball Matchplay Champions
Lyn White & Rita Beauchamp



2022 Cock of the Vale Winner – Trent Cooksley
with co-sponsor Frazer Davey

RUSSELL VALE GOLF & SOCIAL CLUB LTD
37th ANNUAL GENERAL MEETING
AGENDA
SUNDAY 24th SEPTEMBER 2023 – 11.30AM

1. On behalf of the Board, welcome to Members & Life Members of Russell Vale Golf & Social Club Ltd.
2. All eligible Financial Members present, requested to sign the Attendance Register.
3. All apologies to be listed in the Apologies Register.
4. Social Members are not eligible to vote, in accordance with the Club's Articles of Association.
5. Presentation of the Minutes of the previous Annual General Meeting (AGM) held on 16th October 2022.
6. Adoption of the Minutes from the 2022 AGM.
7. Business arising from 2022 AGM minutes.
8. Adoption of the Reports from the President, Treasurer, Club Captain, Ladies Golf Coordinator, Facility Manager, Sponsorship and Compliance and Health & Safety Manager for 2022/23.
9. President's address to members.
10. Treasurer – Frazer Davey presents the Financial Statements of Russell Vale Golf & Social Club Ltd for the Financial Year ended 30th June 2023. Any questions will be addressed by the Treasurer.
11. Adoption of the Auditor's Report.
12. Confirmation of Daley & Co as Auditors for 2023/24.
13. The Board of Directors at the 2021 AGM was elected for a two-year term. Nominations for all Director positions for the two-year term 2023-2025 were called for on 1 August 2023 and closed on 19 August 2023. As only nine nominations were received for the nine positions, there was no requirement for an election of Directors. The Directors for the two-year term 2023-25 are as follows:
 - i. Les Beauchamp
 - ii. Paul Dwyer
 - iii. Greg Fisher
 - iv. Barry Johnston
 - v. Julie Neal
 - vi. Joy Nelson
 - vii. Phillip Peace
 - viii. Alan Sellers
 - ix. John Szczur

14. Appointment of Company Secretary & Minute Secretary.

15. General Business:

- a) **Honorariums** – The recommendation from the Board of Directors for Honorariums for the period of 2022/23 to be paid in arrears; to be accepted and endorsed by the Financial Members present.

The recommended Honorariums are as follows:

<u>Honorariums 2022/23</u>	
President	\$1,000.00
Treasurer	\$1,000.00
Club Captain	\$1,000.00
Directors (6) \$500 each	\$3,000.00
Ladies Golf Coordinator	\$ 250.00
Club Vice-Captain	\$ 250.00
Food Service Safety Supervisor	<u>\$ 250.00</u>
Total	<u>\$6,750.00</u> =====

- b) **Club Patron.**

RUSSELL VALE GOLF & SOCIAL CLUB LTD
Minutes of the 36th Annual General Meeting
held on 16 October 2022

MEMBERS PRESENT: (27)

APOLOGIES: (2)

MEETING OPENED: 11:30 AM

ITEM 1: *Phillip Peace* welcomed all Members, Life Members, Patron (Bob Jordan) and declared the 36th Annual General Meeting of Russell Vale Golf & Social Club Ltd open.

Phillip noted the sad news that foundation and life member Tom Kerr, had passed away on 9th October 2022. Tom was also a former director, vice-president, and captain of the Club. Phillip advised that the members' sincerest condolences had been passed onto Celia and family. Tom's service will be held on Tuesday 18 October at 3:00pm at Bulli Uniting Church.

ITEM 2: All eligible Financial Members present were requested to sign the Attendance Register.

ITEM 3: All apologies were required to be listed in the Apologies Register.

ITEM 4: All Social Members present were reminded that they were not eligible to vote.

ITEM 5: The Minute Secretary referred members to the contents of the 2022 Annual Report and presented the minutes of the previous Annual General Meeting held on 21st November 2021, in Appendix B of the Report.

ITEM 6: The Minutes of the previous 35th Annual General Meeting held on 21st November 2021 were made available to members present.

The **ADOPTION** of these minutes as a true and accurate record was proposed **MOVED: George Young, SECONDED: Jane Davey** and **ENDORSED** by the financial members present.

ITEM 7: BUSINESS ARISING: Proposal for a new Club Constitution: Phillip reported that work on the proposal for a new constitution had not been completed to date. The Board will develop a draft in the coming months and will seek feedback from the members before submitting a revised constitution at a future AGM – **NOTED.**

ITEM 8: ADOPTION OF REPORTS:

President, Treasurer, Club Captain, Ladies Golf Co-ordinator, Facility Manager, Sponsorship and Compliance and Health & Safety Reports for 2021/22 were presented for adoption. **MOVED: Jane Davey, SECONDED: Les Ledwidge** and **ENDORSED** by the financial members present.

ITEM 9: PRESIDENT'S ADDRESS TO MEMBERS:

Phillip Peace provided an overview of the President's Report in the 36th Annual Report. The 2021/22 financial year was again an eventful year for the Russell Vale Golf & Social Club Ltd (the Club). The Club's operations were impacted by COVID during July to October 2021, then by unprecedented wet weather from March to August 2022. The weather conditions were still impacting on golf competitions through to October 2022.

The Board of Directors worked closely with members and Wollongong City Council to manage entry to the clubhouse and golf competitions on the course during the period that COVID restrictions were in place. At the end of February this year, all COVID restrictions were lifted.

The Club recorded a profit of \$10,517 for the 2021/22 financial year, but again this result was assisted by a number of government grants, some COVID related, which masked the operating deficit of \$15,991, which was the result of the clubhouse being closed for 28 weeks during the financial year. Phillip noted that the Treasurer's Report will outline the financial results in more detail, but at the end of June 2022 the Club remains in a strong financial position.

Membership at the end of the 2021/22 financial year was 640, a decrease of 47 from the prior year. Golf competition rounds in 2021/22 were 12,704, a significant decrease of 21% from the prior year...the course closures due to wet weather in the last three months of the financial year contributed to the decline in golf being played. This situation was experienced by all golf clubs along the coast.

Phillip noted that the Golf Management Team, led by Alan Sellers (Club Captain), Julie Neal (Ladies Golf Co-ordinator), Mark Peace (Club Vice-Captain) and Jane Davey (Ladies Pennants Co-ordinator), did an excellent job with rescheduling events during 2022 to cope with the course closures. On behalf of the members, Phillip thanked them and the other members of the Golf Operations Committee for their efficient running of the Club's golf competitions. Also, Phillip congratulated all the players who represented the Club in pennants and other open competitions during the year.

Phillip acknowledged the work of all the club volunteers during the year, without whose efforts the Club would not be able to function. Phillip also thanked the many sponsors and looked forward to their support in the coming years.

Phillip noted that at the June 2022 Board Meeting, the Directors agreed to a change in strategy to a lower cost remodel of the existing bar and kitchen facilities and for these works to be funded from the Club's reserves. This work aimed to improve the functionality of the bar and kitchen, especially for the volunteers and staff who work in those areas.

The remodel work, which commenced in July, has opened up the bar area to provide visibility to the front entrance area and a new and more open bar serving area. The coffee machine, pie oven and a new cold food display unit have been located to the remodelled and larger kitchen area. New floorcoverings have been installed to give the clubhouse a refreshed appearance.

Further works have been undertaken this year with the improved front entrance, roof and awning replacement, office upgrade and the refurbishment of the toilets off the Sports Bar. Phillip thanked all the volunteers who have worked on these projects and made special mention of John Szczur and Les Beauchamp for their management of those works.

Phillip advised that in April 2022 Alison Crossley resigned from the Board as she and her partner Paul English moved to the Gold Coast. The Board thanked Alison and Paul for their volunteer work for the Club. The Board filled the casual Director vacancy that month through the appointment of Paul Dwyer.

Phillip concluded by thanking the volunteer Board members for their work during last financial year and the period since, which was impacted by COVID-19 in the second half of 2021 and by unprecedented wet weather in 2022. The Board continued to work in a constructive and pragmatic manner to ensure the continual financial viability of the Club, to improve clubhouse facilities and to operate golf competitions for members.

He commended the 36th Annual Report and 2021/22 Financial Statements to all members.

ITEM 10: FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022:

Phillip Peace called on **Frazer Davey** to address the meeting. Frazer gave an overview of the 2021/22 Financial Statements and the Daley & Co Independent Audit Report, which included an unqualified and unmodified audit opinion. Frazer Davey reported that the Club had made a profit of \$10,517 in 2021/22 a decrease on the prior year profit of \$27,340. After the disruptions caused by the first COVID shutdown in April & May 2020, the Club nearly completed a full trading year to June 2021.

However, the Club again endured another COVID shutdown from July to mid-October 2021 which, while not a great disruption to golf, resulted in the clubhouse being closed for nearly four months, severely impacting our bar trading. The upside of the COVID shutdown, however, was the record playing numbers. For the week ending 30th October 2021, the Club recorded 456 players – the highest in the Club's history.

Frazer noted that just as the Club started to get back to some sort of normal operation in 2022, the weather decided to play its part. In the 14 weeks to the end of May 2022, only 12 competition days could be played with terrible ground conditions and continued wet weather. As a result, both competition income and bar trading suffered badly, resulting in around \$20,000 in trading losses from March to June 2022.

Frazer advised that the Club was eligible to receive government COVID support due to the closures by way of a \$10,500 payment received in July 2021, as well as reimbursement of the Liquor License Fee of \$556. The Club also received further (non-COVID related) grants totalling \$17,923. This figure comprised of a Volunteer grant of \$3,363 used to upgrade some of the Club's office furniture, a \$1,000 grant from Golf NSW plus a State Government grant of \$13,560 used to support the cost of replacing the roof on the southern half of the clubhouse.

Frazer noted that similar to last year, much of the profit was generated by grants & government assistance, so it made sense to focus on the operating result which is determined by day-to-day activities. In that respect, the Club generated an operating deficit of \$15,991 compared to last year's surplus of \$17,985. The decrease is mainly attributable to the fact that the Club was closed for 14 weeks from July to mid-October 2021, and basically closed for another 14 weeks from the end of February to May this year due to poor weather.

In conclusion, Frazer thanked Joy Nelson and Julie Neal for their support in the treasury functions of the Club. He welcomed Paul Dwyer to the Finance Committee and also noted that Bob Jordan had been laid low this year after some injuries and illness. However, his long association with the Club still comes in handy on questions of Club history. Frazer wished Bob a speedy recovery and to see him back at the Club for the odd refreshment soon.

ITEM 11: ADOPTION OF AUDITOR'S REPORT:

MOVED: *Frazer Davey*, SECONDED: *Julie Neal*: By the financial members present that the Daley & Co Independent Audit Report be adopted, **CARRIED.**

ITEM 12: APPOINTMENT OF AUDITORS:

Phillip Peace requested approval from the members that Daley & Co be appointed auditors for the 2022/23 financial year and to provide an independent audit report on the financial statements. **MOVED: *Frazer Davey*, SECONDED: *Joy Nelson*, CARRIED.**

ITEM 13: APPOINTMENT OF COMPANY SECRETARY & MINUTE SECRETARY OF THE BOARD:

Phillip Peace submitted for approval the nomination of Frazer Davey for the Company Secretary position for the Club: **MOVED: *Phillip Peace*, SECONDED: *Mark Peace* - CARRIED.** In addition, Phillip Peace was submitted for re-appointment as Minute Secretary of the Board: **MOVED: *Frazer Davey*, SECONDED: *Joy Nelson* – CARRIED.**

ITEM 14: GENERAL BUSINESS:

- a) **Honorariums** – The Board has endorsed and approved the following Honorariums, to be paid in arrears for the year 2021/22, and submitted them to the Annual General Meeting on the 16th October 2022 for approval of the financial members.

President	\$1,000.00
Treasurer	\$1,000.00
Captain	\$1,000.00
Directors – (6) \$500 each	\$3,000.00
Ladies Captain	\$ 250.00
Club Vice-Captain	\$ 250.00
Total	<u>\$6,500.00</u>

MOVED: *Noel Sussman*, SECONDED: *Pattie Moore* – CARRIED.

- b) **Clubhouse Improvements:** George Young commented that the work that has been undertaken in 2022 has greatly improved the amenity and presentation of the Clubhouse facilities and he thanked the Board for their work on this project – this was endorsed by a round of applause from the members present.

Members were invited to stay for light refreshments and a beverage after the conclusion of the meeting.

MEETING CLOSED 12:13PM.

Phillip Peace
**President &
Minutes Secretary**