



WERRIBEE BOWLS CLUB Inc

ABN: 80401040332

Annual Report and Financial Statements

For the year ending 30 June 2021

CHIRNSIDE PARK
WATTON STREET
WERRIBEE

Phone 9741 3229

Email: werribeebowls@hotmail.com

Board of Directors

President – George Cairns

Vice President –(vacant)

Secretary – Lesley Robinson

Treasurer – Graham McKinnon

Greens Director – Gerry Edwards

Directors – Denise Thompson, Steve Weston

Bowls Committee Office Bearers

Chairperson – Robert Panton

Deputy Chairperson – Peter Carlton

Secretary - Gavin Joyce

Ordinary Member – (vacant)

Committee

George Cairns (ex officio)

Plus representatives of Selectors, Umpires and Coaches

**Minutes of the Werribee Bowls Club Inc. Annual General Meeting
Tuesday 8TH December 2020 – 7pm**

Committee

President	George Cairns
Vice President	(vacancy)
Treasurer	Chris Smithwick
Secretary	Lesley Robinson
Directors	Carol Hawkins Denise Thompson Graham McKinnon Steve Weston

Item 1

Attendance: 53 members signed the attendance sheet. This constitutes a quorum. Apologies included: Carol Johnson, Lou Szabo, Morag Buckles, Peter Williams, Marian Foster.

The President declared the meeting open at 7.10pm and thanked everyone for attending. He advised that this would be the annual report for 2019, and at the end of the meeting there would be an update reviewing the effects of the 2020 covid pandemic on the Club and related issues.

Item 2

The President asked all to stand for one minute's silence for departed members (in 2019) Peter Pine, Alan Shippies, Wally Young, (in 2020) Life Member and Past President, Brian Ide, Ray Cody, Roy Sturgess, Tiger Smith, Margaret Knox, Olivia Vick, Jack Cahill, Nick Caruana and Ray Smith.

Item 3

Catherine Haldane, representing the Metro West Region, presented David McCoid and Don Antolic with their Super Veteran badges. Catherine gave a summary of their achievements in the sport of bowls.

Item 4

The minutes of the AGM meeting of 10 April 2019 presented in the Annual Report were accepted as a true record of the meeting: moved Laurie Cochrane, seconded Jim Rayner. Carried.

4.1 – Business Arising from the Minutes

A question related to affiliation fees to Bowls Victoria was raised by Robert Brown. He asked about the fairness of paying affiliation fees when he doesn't play bowls. This will be investigated further with Bowls Victoria.

Item 5 – Reports

5.1 President's Report

George Cairns gave an overview of his annual report for 2019. He extended his thanks to the volunteers as they are the reason why the Club continues to exist and why membership fees

are low. He also congratulated Rhonda Edwards, the 2019 Bowls Australia Volunteer of the Year.

5.2 Bowls Committee Report

Jim Rayner extended his thanks to those who have supported the Club during 2019. He included the team of selectors who participated in choosing the sides each week. This is one of the more difficult tasks to undertake. He also extended his thanks to the local businesses who sponsor our tournament events. Again to our volunteers who help us with the various programs we run, thank you.

He advised that he was not pleased when some members work behind the scenes and cause tension. He hoped members would take a more positive approach to bowls operations at the Club.

He extended his thanks to everyone and hoped the Club had a good season this year.

5.3 Greens Director Report

Graham McKinnon reported the Club is so well kept and is a credit to the members who work behind the scenes. He specifically acknowledged those many people who have contributed to the maintenance of the Club both inside and outside. During 2019 we also had members from the Transformation group who came to bowl, but who also contributed in various ways.

Graham mentioned the contribution by Gerry Edwards who took on the maintenance of anything mechanical. He has saved the Club a lot of money by undertaking those tasks normally done by contractors.

Graham extended his thanks to Shane Grillett our greenkeeper who does a magnificent job every week of maintaining our greens to a very high standard. As a result we have had various Metro West competitors who have played their regional games at Werribee, and had commented on having such high quality greens available.

The role of Greens Director is now being handed over to Gerry Edwards.

5.4 Treasurer's Report

Graham McKinnon gave a report on behalf of the outgoing Treasurer, Chris Smithwick. Chris is now standing down after six years and will also be taking a break from lawn bowls for the foreseeable future.

The finances for the Club for 2019 were summarised. Bar takings were down. Friday nights were not as busy as they used to be. Some expenses were kept down. Unfortunately the Club ran at a loss of approximately \$30,000. If anyone wishes to ask questions related to the Treasurer's report they are asked to put their questions via the Club Secretary. All questions will be forwarded to Chris Smithwick for feedback.

A special mention was given for Patricia Bristow for keeping Club stock up to date, and completing audits regularly.

A special thank you to Chris Smithwick was acknowledged by everyone.

All reports were accepted, moved Graeme Roberts, seconded Alex Christo. Carried.

Item 6 The Committee

The President advised that there were four positions on the Board for election. At the closing of nominations, three eligible members had been nominated for the four positions. They are Lesley Robinson, Graham McKinnon and Gerry Edwards. As the number of nominations were less than the number of vacancies no election was required.

Therefore the following members were declared elected for the next two years as members of the Board of the Werribee Bowls Club Inc.

Lesley Robinson, Graham McKinnon, Gerry Edwards

Item 7 SPECIAL RESOLUTIONS

Two special resolutions were submitted for consideration.

7.1 That the WBC Constitution 2014 indicating the current definition related to the financial year be changed to 30 June. Clause 5.1 Definitions of the Constitution refers.

The current definition: financial year means the year ending on 31 December.

The proposed definition: financial year means the year ending on 30 June.

The motion moved by Alex Christo and seconded David McCoid, was put to the vote. As a show of hands is required (Rule 15.2 b) two volunteers were required to independently count numbers. Of the 53 members in attendance, a count of 50 was recorded, confirming that the special resolution was passed. Carried. (Note three quarters of 53 in attendance is 39.75, ie 40)

7.2 That the WBC Constitution 2014 relating to the election of directors be changed to “serve continuously with no limitation”. Clause 17.3 Elected Directors of the Constitution refers.

The current definition : Directors are eligible for re-election, however no director may serve for more than four consecutive terms of two years. However that director shall be eligible to return to the board following an absence of at least 12 months.

The proposed definition : Directors are eligible for re-election, and “serve continuously with no limitation”.

The motion moved by Michael O’Neil, seconded Steve Weston was put to the vote. As a show of hands is required (Rule 15.2b) two volunteers were required to independently count numbers. Of the 53 members in attendance, two separate counts of 38 for the proposed definition were recorded, therefore the special resolution was not accepted. Two separate counts of 13 against the resolution were recorded. (Note three quarters of 53 in attendance is 39.75, ie 40)

As per Associations Incorporation Reform Act 2012 / No. 20 of 2012 / Part 5 Rules, Membership and General Meetings / 64 Special Resolutions :

(4) The special resolution is passed if—

(a) at the general meeting—

*(i) not less than **three quarters of the members** of the association voting at the meeting, whether in person or (if permitted by the rules of the association) by proxy, vote in favour of the resolution; and*

- (ii) any additional requirements of the rules of the association relating to the passing of special resolutions have been met; or*
(b) the resolution is passed in a manner approved by the Registrar under section 66(2).

The President then handed the meeting over to Jim Rayner, outgoing Chairperson of the Bowls Committee to coordinate the following:

Item 8 Bowls Committee

Jim Rayner announced that office bearer positions for the Bowls Committee were up for re-election. This occurs every two years. They include Chairperson, Deputy Chairperson, Secretary and Ordinary Member. At the closing of nominations four eligible members had been nominated for the four positions. They are:

Chairperson	Robert Panton
Deputy Chairperson	Peter Carlton
Secretary	Gavin Joyce
Ordinary Member	Peter Williams

With the number of nominations being the same as the number of vacancies, no election was required to be held, therefore they were declared duly elected to the Bowls Committee.

8.1 Saturday Pennant Selection Committee

There were only two vacancies this year. Nominees are:

Robert Panton, Alan Taylor

As only two nominations were received for the two vacancies, no election was required to be held. Therefore Robert Panton and Alan Taylor were declared duly elected to the Saturday Pennant Selection Committee.

8.2 Midweek Pennant Selection Committee

There is only one vacancy this year. The nomination received for this position was for:

Lorraine Turner

As only one nomination was received for the vacancy, no election was required to be held. Therefore Lorraine Turner was declared duly elected to the Midweek Pennant Selection Committee.

Item 9 Covid Pandemic and related issues

The President George Cairns gave an overview of issues experienced by the Club during 2020. He extended his thanks to various members who contributed to keeping the Club working whilst actually closed for most of the year during the Covid pandemic.

Chris Smithwick did a fabulous job during the year, applying for several grants available to sporting clubs. As a result the Club received a \$13,000 grant which covered most of the cost of a solar battery. It is now operational and connected to the solar panels. He also applied for various business grants, including a successful government grant to the value of \$30,000.

It is noted that during the lengthy period of the shutdown, the club was not able to record any income each month. Therefore when members were asked mid year if they could possibly make a donation to the Club, the funds received made a huge difference to the financial standing of the Club during that period.

Before the Club was able to re-open, it was necessary to remove \$40,000 from the Club's investment account to keep the Club ticking over. With the receipt of the government grant, it appears that we may be able to put that money back into the investment account. The value of the Club's investment account balances were advised to the meeting for information.

Last year the Club had a loss of approx. \$30,000 and the year before a similar loss. The Club has had some improvements in infrastructure behind the bar during the last two years. Going forward this Club cannot survive on membership alone. Membership fees do not cover half the cost of the green keeper's wages.

Membership fees are kept low on purpose. Members were reminded that some bowls clubs charge much more expensive fees. We need to recognise how we generate finances for the benefit of the Club. Bookings for use of our clubrooms are necessary, including such programs as barefoot bowls. We need to continue to make this Club facility available to the community.

Members were asked to try where possible to promote the Club. Information to members via TeamApp etc has been very useful, but it appears that many members do not visit the Club too often. It is definitely a place to come, even if just to grab a coffee and chat with others.

Volunteers who help out regularly with barefoot bowls are a valuable resource. Anything members can do will help the Club and assist with securing our financial standing.

One question from the floor asked about the need for a new Club building as part of major projects within Chirnside Park.

A further question from the floor asked about the need for having certain facilities "unlocked" during the time the Clubhouse was locked up and greens were being used for bowls practise. It appears the door in question was locked without anyone knowing. It is usually unlocked early in the day and at the close of business.

A special presentation was made by Steve Weston. This related to an award that was unable to be presented at the end of the last season. Gavin Joyce was presented with the Most Improved Player Award.

A reminder regarding duty rinks for next Saturday was advised. Over the season this task will be shared across all teams. Also it appears that each week there are 3 – 4 players not selected because we don't have a 6-a-side team any more. Rotation of players is happening each week.

The meeting was declared closed at 8.10pm.

Minutes were recorded and compiled by Lesley Robinson

PRESIDENT'S REPORT 2020 / 2021

Dear members

This is my last report, so I would like to thank some people who have assisted me over the years;

Reg Hassett and Jim Rayner who gave me both practical and moral support when I took on this position in 2013, as well as Chris Smithwick who helped reorganize the financial structure of the club.

I would also like to thank all the board members throughout these last eight years. It has been a pleasure to serve with them all.

This club would not survive without the time and efforts our volunteers put in; the Monday Crew, the Bar Staff, the Bowls Committee, the Selectors and last but not least, the wonderful Kitchen Ladies who never let us down and do everything they do with grace and a ready smile.

The last year has brought us many challenges both on and off the green but I think we have weathered the storm and finished the year in a sound financial position.

I hope the new board receives the support from the volunteers that I have had and I wish them every success in what will be a special year for the Club.

I would just like to acknowledge what the board has achieved over the last eight years;

- Replaced the carpet on No.1 green
- Refurbished the kitchen
- Refurbished the bar
- Installed a new point of sale system
- Installed & upgraded our security system
- Installed solar panels on the roof (with thanks to our local council)
- Installed Tesla battery cell to back up solar panels

There are more developments in the pipeline but we will leave that to the new Board!

Yours in sport,
George Cairns

BOWLS COMMITTEE REPORT 2020 / 2021

Covid Restrictions meant the late start of the season in November 2020. This had flow on effects to tournaments and club championships games. We look forward to a more stable 2021/22 season.

We wish to recognise and thank the efforts of the Selectors for both weekend and midweek pennant. This is always a difficult task, more so when some of the teams are struggling in their sections. Their efforts to maintain a positive outlook were appreciated.

We also thank the countless volunteers who make this club run, and provide the environment for our members and the broader community programs we are involved in. The enormous hours put in are truly appreciated.

Weekend Pennant:

The overall performance of the weekend pennant was disappointing with both the Team 1 (Div 1) and Team 2 (Div 2) relegated, however congratulations to the Team 3 and Team 4 who made the finals of Div 4 and Div 5 respectively with the Team 5 finishing mid table in their section.

Midweek Pennant:

The highlight of the pennant seasons was the performance of the Team 4 in Div 5, making it all the way through to the Divisional Final. Congratulation to everyone. Team 3 also qualified for finals in Div. 4. Unfortunately Team 1 was relegated, with Team 2 finishing mid table, both in Div 2

2021/22 Outlook:

The 14 Round season with 8 Teams per Section will remain for next season. This will mean a start in mid-October, and finals late February/ early March 2022. On a positive note, given the commitment of our bowling community it appears we will be lodging a 6th team (12 a side) in Weekend Pennant, whilst maintaining 4 teams in midweek. Practice matches for Sep and Oct are being organised.

Bowls Tournaments:

Successful days were held for the various bowls tournament days, with a big thanks to all the Sponsors who make these days possible, along with the volunteers who organise, cater, and administer these days. We are very lucky to have such people at the club, as it is difficult to co-ordinate these events without their efforts. Covid meant we ran the McClures day post pennant season. We expect to be able to run this tournament in 2022 during the Pennant season, and look forward to filling our greens for this long standing event for the club.

A real positive was the feedback on the greens for all these days, and the season generally. This is a real credit to the greenkeeper and his team, as they were outstanding for all events.

Some feedback on the Casey day was it is a bit long at 4 * 13 end games, and is beginning to mean some bowlers are questioning whether to participate. We are taking this on board with the potential to adjust the length of games in 2022 to alleviate some of these concerns

Club Championships:

Congratulations to all winners of the club championships events, and it was great to have a strong turnout at the combined singles finals day organised in February.

It was very pleasing to see the strong attendance at presentation night, and we look forward to more of these sorts of event at the club next season.

Regards,
Bowls Committee

GREENS DIRECTOR'S REPORT FOR SEASON 2020 / 2021

COVID-19 restrictions have proven difficult this year in all facets of the Club including greens maintenance which was reduced accordingly to a level sufficient to enable playing surfaces to be maintained.

Birds have again been a menace this season requiring damage repair on a regular basis. Bird deterrent equipment was purchased with little effect. Other deterrents may need to be considered should damage continue.

No 1 Green – The centre area of the carpet was tensioned by Tiger Turf in January under warranty to remove ripples. Ongoing monitoring will be required. Additional lines were marked on the surface to minimise wear and tear. Quarterly and six monthly algae treatment and shampooing was carried out as recommended.

No 2 Green was aerated and top dressed in May with thanks to the following volunteers – Alan Peters, Geoff Bristow, Paul Itter, Steve Weston, Danny Mitchell, Iain McKinnon, Lyall Rogers and Colin Thompson. Peter Davies and Graham McKinnon provided the BBQ.

No 3 Green was also aerated in May and has been the grass green of choice for club competitions.

The new Saturday set up process whereby duty rinks are responsible for the setup of their rinks was successfully implemented and has worked well throughout the season. I would like to thank all involved with the success of this initiative.

Recycling Program – Working in conjunction with Wyndham Council in an effort to reduce landfill and improve recycling, the Club has implemented the placement of bins in pairs around the Club. Thanks to all members for taking the time to separate their waste and helping to protect our environment.

Greens Maintenance machinery has been maintained in accordance with the Maintenance Schedule.

I would like to personally thank the following volunteers who continue to make a significant contribution to the Club:

- Garden & Surrounds – Ron O'Shannessey, Jason Kotevski, Peter Musial, Graham King, Glenn Clarkson and Graham McKinnon
- General Maintenance – Lyall Rogers
- Painting – John Greygoose and Alan Peters
- Rubbish/Recycling – Graeme Foster and Ray Argent
- Windows – special thanks to Ken McColgan who continues to clean our windows monthly

On behalf of the Board, I wish to thank our Greenkeeper Shane Grellett and his assistant Jeff Swaby for the way in which they continue to maintain our greens to such a high standard.

Gerry Edwards
Greens Director

TREASURER'S REPORT
Financial period 1 January to 31 December 2020

Despite the most challenging year the Werribee Bowls Club has ever endured, the Club managed to post a net profit for the 2020 calendar year. While the COVID restrictions impacted heavily on our trading hours and greatly reduced our activities, catering functions and operating times this great result was due largely to our former Treasurer, Chris Smithwick's, efforts in successfully applying for a number of grants.

All income streams were down, due to the Club being closed for months, however a good operating month in December, for Bare Foot Bowls and Xmas Functions, assisted in boosting our income.

On the other hand, we have managed to keep expenses down and this is largely due to the efforts of our volunteers who helped in cutting costs for labour and expertise. A huge thank you to all of our volunteers.

In spite of all these issues the Club remains in a healthy financial position.

Our new financial reporting periods commence with the first six months of 2021 and will then revert to normal business reporting practices; the Financial Year now being from 1 July 2021 to 30 June 2022.

The full impact of the Coronavirus, at the time of writing, remains to be seen but early signs are that 2021/2022 will present a number of challenges.

When circumstances permit the club will need every member to contribute in some way to ensure that we can recover and return bigger and better. Attending the Club for a drink with friends and other members, introducing new members or promoting our club as a training and function venue will assist with regular income throughout the entire year.

In closing, I would like to thank Chris Smithwick, Maureen Torney and Tanya King for their invaluable assistance.

A special mention to our Bookkeeper, Kerri Lucheni, for her help, assistance and guidance with MYOB.

Last but not least a big thank you to the Board of Management whose tireless efforts are a large reason for the future of the Club looking so positive.

Graham McKinnon
Treasurer

TREASURER'S REPORT
Financial period 1 January – 30 June 2021

This report is only for the first six months of 2021 as Club members voted, at the last Annual General Meeting (AGM) conducted on 8 December 2020, to change our financial reporting period from 1 January to 31 December to the normal business financial reporting period. Our new Financial Year is now from 1 July to 30 June and will be reported on at all future Club Annual General Meetings.

The uncertainty of COVID restrictions has made it difficult to plan various functions and this in turn has impacted heavily on sponsorship, the number of venue bookings for all types of functions, the participant numbers for Barefoot Bowls, and bowling events that are normally scheduled during this time of the year. While some events went ahead the number of participants were down ultimately affecting revenue generated.

A loss of \$16,997.00 has been recorded for the period however the major component of the loss is due to the depreciation expense of \$10,548 on plant and equipment and a reduction in Aged Receivables.

Current assets, namely Aged Receivables, have been reduced mainly due to expected sponsorship not taken up due to the Club closures caused by COVID lockdowns. Also, some invoices that were raised and recorded, on our system, at the request of some customers/businesses were actually paid by cash or card on the night of the event. This write-off totalled \$16,210.00

In spite of all these issues the Club remains in a healthy financial position; see Statement of Financial Position as at 30th June 2021.

The full impact of the Coronavirus, at the time of writing, still remains to be seen but early signs are that the new 2021/2022 period will present a number of challenges. The club has been recently successful in obtaining various Grants/Cash Boosts and a big thank you must go to Steve Weston. The Club has already received 3 separate Cash Boosts, in July, from the Victorian Government totalling \$14,200.00.

Our Club can only be successful and financially secure if all our members contribute in some way to ensure our future. Please think about offering some of your time as every little bit helps. Ask a Board member "What can I do? How can I help?" We will find something that will suit you.

In closing, I would like to thank the following people for their help and assistance in a large variety of tasks associated with generating revenue for the Club and the payment of invoices;

- Chris Smithwick for being available to assist me and offer advice with the Treasurer's role
- Lesley Robinson for counting daily bar takings, assisting me in creating the weekly Banking Reports, visiting the bank to deposit takings and to get change
- Maureen Torney for recording and reporting all Pennant revenue and approving all invoice payments

- Geoff Bristow for filling in, when required, and counting bar takings, balancing the main safe/float, completing till reports, and looking after Petty Cash
- Anna Heale, Lorraine Turner, Stephen Sanderson, Barry Harbottle, Neville Hopkins, Alan Taylor, Maryann and Gary Boddington for collecting and recording revenue on the different social bowls days
- Our Bookkeeper, Kerri Lucheni, and our Chartered Accountant Roslyn Buzza for producing all the documentation required for the Auditor's report and Annual Statement that is required by Consumer Affairs Victoria under the Associations Incorporation Reform Act 2012
- George Cairns for his tireless efforts in counting and balancing our bar till/s daily, completing revenue forms, and balancing the main float
- Tanya King for organizing and recording all invoices for revenue collection and payment
- Last but not least a big thank you to the Board of Management whose tireless efforts are a large reason for the future of the Club looking so positive.

Graham McKinnon
Treasurer

**Werribee Bowls Club Inc
Committee's Report
For year ended 30 June 2021**

The Committee members submit the financial accounts of the Werribee Bowls Club Inc for the financial year ended 30 June 2021.

Committee Members

The names of the Committee members at the date of this report are: George Cairns, Lesley Robinson, Denise Thompson, Graham McKinnon, Steve Weston and Gerry Edwards. .

Principal Activities

The principal activities of the association during the financial year were: Lawn Bowls.

Significant Changes

No significant changes in the nature of these activities occurred during the year.

Operating Result

The profit from ordinary activities after providing for income tax amounted to:

Year ended	Year ended	Year ended
31 December 2019	31 December 2020	30 June 2021
(\$43,835)	\$3,533	(\$16,997)

Signed in accordance with a resolution of the Members of the Committee.