

## **2023 Minutes of the Werribee Bowls Club Inc. Annual General Meeting**

**Held at WBC on Thursday 28<sup>th</sup> September 2023 at 7.00pm**

### **Committee**

- President: Henry Barlow
- Vice President: Steve Weston
- Finance Director: Gavin Joyce
- Treasurer: Graham McKinnon
- Director's: Frank Aidone  
Iain McKinnon  
Mick O'Neil

### **Item 1**

Attendance: 44 Members signed the attendance sheet (Names attached to back page). This constitutes a quorum.

Apologies Included: Cath Haldane, Denise Thompson, Alex Christo, Barbara Fensham, Ian Hill, Graham McKinnon, Gerry Edwards, Margaret Spence, Bill Buckles, Anita Pell

### **Item 2**

The President declared the meeting open at 7.00pm and thanked everyone for attending.

### **Item 3**

The President asked all to stand for a minute's silence for departed members: Maurie Weston, Harry Lang, Jim Reidy, Patricia Dove, Anne O'Brien.

### **3.1 Business arising from Minutes**

Attendee's names left off previous 2022 AGM minutes to be added to document

Minutes of 2022 and Business arising accepted

Moved: Graeme Roberts - Seconded Barry Harbottle

Accepted and Carried

### **Item 4 – Reports**

#### **PRESIDENT'S REPORT 2022/2023**

Dear Members. As we gather here for our Annual General Meeting in 2023, I'm filled with gratitude and excitement as I reflect on the past year. Time has flown by, and it's been a year of remarkable progress and growth for the Werribee Bowls Club.

**Enhanced Administration:** One of the significant changes we introduced was the enhancement of our club's administration. Working closely with our dedicated administrator, Tanya King, we transitioned to a more professional approach. Tanya's commitment to her role, working four days a week with extended hours, has proven to be a valuable asset. This shift has allowed us to address various administrative challenges effectively, freeing up our volunteers to focus on other critical aspects of our club.

**Preserving Our History:** Our heritage is a treasure, and I'm pleased to announce that Lesley Robinson has taken up the mantle as our club historian. Her mission is to continue the outstanding work initiated by Reg Hassett and his team for our Centenary book, "For Whom the Bowls Toil." To preserve our club's achievements and memories, we encourage all members to share their stories and records with Lesley.

**Future Development:** Our club's future is bright, with exciting developments on the horizon. Over the past year, a dedicated working party comprising board and club members has tirelessly engaged with the Wyndham City Council, architects, and consultants. We're thrilled to announce that funding has been secured for the much-anticipated upgrade of greens 1 & 2. Looking ahead, we're optimistic about securing additional funding in the next two financial years to construct a new facility on green 3, complete with eight rinks, an overhead canopy, and a modern greenkeepers shed. These developments will undoubtedly elevate our club's facilities and experience.

**Financial Stability:** Our financial health has been on an upward trajectory throughout the year. This stability enables us to allocate funds strategically, ensuring that our new facility meets all our needs and aspirations, even beyond what the tender process might cover.

**Acknowledgments and Gratitude:** I would like to extend heartfelt thanks to several individuals and groups who have played pivotal roles in our club's success. To our dedicated board members, your unwavering commitment and hard work have been instrumental. We also express our gratitude to Gerry Edwards for his tireless service over many years, and to Frank Aidone for stepping into his shoes with dedication. Mick O'Neil, thank you for your contributions during your two-year term, and we wish you success in your new role as Chairman of Selectors.

To board members Steve Weston, Gavin Joyce, and myself, as we conclude our two-year terms, we appreciate your hard work and support. To Graham McKinnon and Iain McKinnon, who will continue for another year, your dedication is invaluable. George Cairns, Chairperson of the Bowls Committee, your guidance and commitment have been a guiding light.

**The Heart of Our Club - Volunteers:** Our club thrives on the energy and enthusiasm of our members and social members who volunteer in various capacities, from selectors to organizers, bar duties to cleaning, outdoor assistance to BBQs and kitchen work. Our ladies, in particular, do an outstanding job in the kitchen. Your contributions are the lifeblood of our Club, and without you, we wouldn't be where we are today. If you're inspired to help, please don't hesitate to step forward and ask, "What can I do to help?"

**Support from Sponsors:** Our sponsors have been instrumental in our journey, providing vital financial support. I encourage all members to explore our sponsors' products and services, and when you do, kindly mention that you are part of our club. Your support helps us maintain these invaluable partnerships.

**A Bright Future Together:** In closing, I want to express my deep appreciation to all our members, both affiliated and social. Your continued support is the cornerstone of the Werribee Bowls Club's success.

Serving as your President has been a privilege, and I'm excited about the future we are building together. Thank you for your dedication, passion, and commitment to our great Club.

Warm regards, Henry Barlow - President, Werribee Bowls Club

### **TREASURER'S REPORT 2022/2023**

Financial Period 1 July 2022 to 30 June 2023.

This year was the first since 2020 that have not involved COVID shutdowns on the operation of the club, so is the first year in many, the financial operations are reflective of a standard financial year. The year also saw our celebrations for the Centenary of the Club, including the issuing of the Centennial books on a complementary basis to members.

Earnings before Depreciation were \$5,154, and after non-cash depreciation, a loss of -\$2,555. this is after the printing costs of the books, just over \$9,000.

The bank balance is lower than at the close of last year. June 2022 \$423k, versus June 2023 at \$414k, excluding the current special effort proceeds currently underway. This was to be expected, as last year we had received some council grants for the centennial celebrations prior to the end of June 2022, but incurred all the cost in the current financial year. Last year we had also collected some memberships pre June 30, 2022.

Unfortunately, the club also saw a spate of break-ins over an 8 week window, which cost us \$1,000 per time (our insurance excess). This has resulted in us changing our security arrangements to another supplier and some minor upgrades to the security monitoring.

To continue to ensure transparency with our members in the funds required to operate our facility, we would like to present some information.

To maintain and operate the facility, excluding the bar activities, with inflation, costs circa \$180,000 per annum. Inflation on all our costs is an issue that is somewhat out of our control. This includes green maintenance, operations, compliance and licencing requirements, repairs and maintenance, power, cleaning, insurance, security, rates, water, equipment requirements, chemicals, communications, waste removal etc. It does not include bar operations costs.

Memberships contribute circa \$24,000, out of which we pay GST and Bowls Affiliation Fees leaving under \$15,000 in club revenue retained. We are fortunate to have money in the bank, and with interest rates on the rise, we are also able to generate about \$15,000 in interest.

As a Board, we have kept the upcoming season's membership fees at historic levels, and we have only modestly increased bar prices. We have introduced the requirement to show your membership card to ensure the members receive discounted prices on drinks, ahead of non-members.

This leaves us circa \$150,000 per annum we need to generate every year through our club to ensure we cover the costs of keeping our facility in great shape without spending cash reserves the club has been able to build over a long period of time. The members support of the club is vital to the raising of this money, along with sponsors, tournaments and events at the venue.

We want to re-iterate, as a Board, we are committed to providing the best value for membership we can. With money in the bank we remain in a solid financial position but the above shows the size of the task each year.

Without our volunteers this task would be even greater. Thank you to all the individuals who invest their time into this club. We say this repeatedly, but our Club can only be successful and financially secure if all our members contribute to ensure our future.

Graham McKinnon – Treasurer, and Gavin Joyce – Finance Director

### **GREENS DIRECTOR'S REPORT 2022/2023**

A big thank you must go to past Greens Director, Gerry Edwards, as well as Phil Moody and the Club's wonderful volunteers, who did a tremendous amount of work in cleaning and maintaining Green One and the surrounds as well as performing many repairs to our outside facilities. Ron O'Shannessey and Jason Kotevski continue to maintain our surrounds and garden beds; weeding, planting and trimming our hedge fences.

Green 1: Used every week during the 22-23 Pennant season and ran consistently over that period. Flooding was a problem during the year however water is finally draining a lot better after our volunteers used high pressure hoses to remove dirt and dust that was clogging the carpet's ability to drain off. Phil Moody also used a hire machine to further clean the carpet. While some mould remains a lot has been removed. The green is being used for nearly all Social Bowls, BFB and members practise. Regular cleaning of the carpet surfaces and ditches continues on a weekly basis.

Green 2: Used regularly during the 22 – 23 Pennant season and ran well and consistently. Has been closed for maintenance since April 2023 however it will be open at the end of August 23. The green will be used for Pennant 23-24 until work starts on converting it to a tiffdwarf green, probably around November 23. Hopefully it will be ready for use by April 2024.

Green 3: Used regularly during the 22 – 23 Pennant season and ran well and consistently. Has been closed at times, during recent weeks, mainly due to dampness. Northern end of green has been aerated to fix this problem. Regular maintenance continues. Is being used for practise and social games only.

Surrounds and Gardens: BBQ area has been tidied with front of BBQ painted grey. Bowls shed and Greenkeeper's shed have been tidied up and all rubbish/junk removed and taken to the tip. Some items need to be removed from the front of the Bowls Shed - Thank you Iain and Frank

Gerry has erected 3 Video Cameras on the eaves at the front of the Greenkeeper's shed as well as some video surveillance signs to hopefully stop vandals and criminals

Equipment: We have replaced the stolen goods with Stihl petrol driven equipment; a blower/vacuum, vacuum, edge trimmer, hedge trimmer was purchased, at trade prices, from Werribee Mowers and Chainsaws for \$2492.00

We purchased a new screwdriver set from Bunnings. New alarm system has been installed in the Greenkeeper's shed and is now monitored; this is working as we have already been contacted when the alarm has been accidentally set off.

Michael O'Neil and Graham McKinnon – Greens Directors

## **BAR & VENUE OPERATIONS REPORT 2022/2023**

The majority of our Club's revenue continues to come from the hire of our function room and BBQ areas as well as the bar sales during these functions and our normal operations.

None of this would be possible without all our wonderful volunteers; Frank Aidone, Henry Barlow, Morag Buckles, Geoff Bristow, George Cairns, John Greygoose, Laurie Helmling, Sue McKinnon, Iain McKinnon, Graeme Roberts, Lesley Robinson, Kevin Sellars and Cathy Taylor. A great team and we are so lucky to have them as members.

A big thank you, also, to our paid staff; Vicki Abbott, Brooke Hardinge, Lauren King, Tanya King, Jamie Smith and Ava Stone.

Attendance on Friday nights, at the Hive, is steadily improving with the regular Joker's Wild and the Special Effort draws. Tickets are also being sold for the 58" Hisense TV which will be drawn in 3 months' time.

We have had a slight increase in our bar prices however, we have added wine and spirits to our discounted Happy Hour on Friday nights, so get down to the Club and enjoy the friendly atmosphere, the opportunity to win at Joker's Wild and cheaper prices from 5:30 – 7pm.

As a Community Bowls Club, I am proud to report that we have hosted a variety of local groups and organisations including fundraisers for the Children's Hospital and Cancer Council and unfortunately a number of wakes for local community families.

Our venue has also been used during weekdays for some organisations to conduct a variety of training programs.

The Club's carpet and all 150 dining area chairs were steamed cleaned, by our cleaner, Orlece Rojas (V.I.P. Cleaning) at the end of December in readiness for the New Year. VIP continue to clean our Club rooms on Friday and Saturday nights however our cleaning crew, that ably assist me, do all the cleaning and dining room set ups for the rest of the 7 days.

Our volunteer cleaners; Peter Williams, Peter Musial, Ian Gainey, Frank Aidone, Iain McKinnon, Jason Kotevski, Henry Barlow, Lesley Robinson and Tanya King continue to assist me with regular Friday & Monday venue cleaning as well as other days when required.

The store room, strong room, ladies' locker room, back office and kitchen have all been tidied with all unnecessary rubbish removed and taken to the tip or put in our normal rubbish bins for disposal. A big thank you to Iain and Frank.

After recent break-ins, Andrew Elion completed some work at the rear roller door to our dry store area. This is temporary and we are chasing a tradesman to brick it up. We have also installed a bolt on the door to stop anyone entering our cool room should they break in through the rear door. Andrew also completed work listed below after we had an inspection by WCC Health Officer; Andrew replaced some counter rubber under till 1 in the bar, applied silicone to the gap at the front of the bar sink, added tiles between the serving counter and the bain-marie in the kitchen and cleaned the exhaust filters in the kitchen hooded Canopy area. Carol tidied up prior to the visit and removed all out of date items from the fridge.

While all our volunteers do a great job, we are always looking for more, to assist with cleaning or to work behind the bar, so if you would like to contribute to the success of our Club, by volunteering some of your time, please see me or one of our Board members.

Graham McKinnon – Bar and Venue Operations

### **BOWLS COMMITTEE REPORT 2022/2023**

Firstly, I wish to thank the selectors for both weekend and midweek pennant. Your efforts go a long way towards another successful Pennant season. Thank you to all the Bowls Committee members who have contributed their time towards the club. It is always greatly appreciated.

Also congratulations to members who volunteer to organise and run our Club social events over the last 12 months. Our 2022 Christmas Party and Presentation Night in March this year was well received by all members. The Club's Trivia Night was held in September and again sold out in record time with 120 attendees. Well done to the team for organising this event, being Cathy Taylor, Sue & Iain McKinnon and Frank Aidone. The Australia's Biggest Morning Tea fundraiser was another great success this year, so well done to all involved. The total amount raised was over \$2500!

Winter Social Bowls: Winter social bowls on both Tuesday and Saturdays, as well Turkey Triples on Wednesdays, have all recorded high numbers in attendance. We have encouraged many new members and a few have even signed up to play Pennant this season. All in all, a very successful year for winter social bowls.

Bowls Tournaments: All Club tournaments have been confirmed for 2023/2024. Thanks again to our members who volunteer their time to run these tournaments. Each year they bring in new and old faces, and they continue to be very popular for the Club. Yours in sport!

George Cairns – Chairperson, WBC Bowls Committee

### **WEEKEND SELECTION REPORT 2022/2023**

From a bowls performance we had a somewhat disappointing year with just our #1 side making the finals. After losing the qualifying final against a strong Deer Park side they were defeated by the eventual premier in Altona.

From a selection perspective some selection errors were made that unfortunately impacted at least two of our sides. Whilst the player qualification rules were quite restricting and would have required the club to play less than optimal teams to ensure compliance, unfortunately, the club lost some match points due to selection of unqualified players in a couple of teams.

Moving forward a tracking system is now in place that will ensure all required data is at the selector's fingertips and with a robust understanding of the qualification rules, this situation will not recur.

Mick O'Neil – Chairperson, Selectors Committee

### **MIDWEEK SELECTION REPORT 2022/2023**

Thank you to everyone who made their names available for this upcoming season of pennant. The Club has entered four teams for midweek pennant plus a combined team with Point Cook BC. Hopefully this will eliminate the need for rotation.

This year there has been a number of new bowlers sign up for midweek pennant and we are looking forward to their contribution for another great season!

George Cairns – Midweek Selector/Bowls Committee Chairperson

### **RECRUITMENT REPORT 2022/2023**

Unlike last season when the report on recruitment was very positive unfortunately this season we saw a dramatic decrease in new players introduced via this program. Our social bowls moved to a Thursday evening and the weekly coaching was also moved to Thursday to align with the social bowls having proven to be a great logical next step for our novice bowlers. The weekly coaching was advertised through our barefoot bowls program however the uptake was very low. We will review the promotion methodology and the timing of the coaching in an effort to remedy this situation in the coming season.

On a positive note we have had several new members from Hoppers Crossing join the club in the off-season and they have engaged with gusto, being regular attenders on a Friday night and at the weekly practice sessions on a Sunday morning. We look forward to their and all other new member's contributions in the coming season.

Mick O'Neil – Recruitment Officer

### **SCHOOL PROGRAM REPORT 2022/2023**

Our school programs this year has been consistent with both Suzanne Cory High School and the Western English Language School. Students are continuing to enjoy these sessions each year.

As of August 2023, there has been a total of 300 students attend the school sports program so far, with five more sessions to go before the end of the year. This has generated additional income of \$1200 for the Club, as per our usual rate of \$4 per student. Lesley Robinson has been invaluable in running these programs since their inception, and is regularly assisted by Rod Leitch and Stephen Sanderson. A terrific accomplishment for the Club.

Unfortunately, we did not receive any students from Heathdale Christian College due to a change in the school's curriculum for 2023. The new curriculum clashed with several of our regular bowls activities. They decided to continue their school program with Hoppers Bowls Club for this year, but hope to be back next year. Of course, this may be dependent on their curriculum for 2024.

We hosted the School Sports Victoria (SSV) Junior & Senior Lawn Bowls Finals in March this year. This is the seventh year SSV has held the annual Finals event here at Werribee Bowls Club. Over 50 students from nine secondary schools and over 30 students from five primary schools took part with Lesley Robinson, Rod Leitch, and Graham McKinnon assisting on the day.

We are now regularly hosting the Wyndham City Council's School Holiday Activity Program. This entails children aged from 10 years to 18 years to come along to the Club for 2 hours at no charge to learn lawn bowls. During the June school holidays, Mark Coleman from Bowls Victoria visited us to show us tips and tricks to engage new bowlers, particularly the younger bowlers. On Thursday 15th June, almost 40 children attended as well as several of our Board members. Feedback from the day and Mark's visit was well received by all.

Recently the Club was involved with an Inclusive Multi Sport Afternoon at Tarneit College under the direction of Sport 4 All. Their aim is to bring together people with disability aged 5 years and over with their family and friends to try a variety of different sports and find out how they can continue to participate in Wyndham. Graham McKinnon and Frank Aidone assisted on the day.

Iain McKinnon – Board Director

## **Acceptance of Reports:**

Moved Andy Blume - Seconded Ron Gentry

## **Item 5**

### **Special Resolution to Constitution Recommended by the Board to all members**

The purpose of the change to the constitution is:

#### **Amendment requested**

#### **Current Clause**

##### **6.4 Life Members**

- a) Life Members shall be limited to a maximum 10 members at any one time

#### **Proposed**

- a) Life members to be appointed no more than once a year, as determined by the board of directors, and announced annually at the AGM

Moved Ian McKinnon; Seconded Graeme Roberts

No Change to current 6.4 b, c and d

Upon discussion by members an amendment was put forward by Andy Blume to limit the number of new Life Member appointments to a maximum 3 members on a yearly basis and announced at the annual AGM.

Moved Andy Blume; Seconded by: Phil Moody

The constitution shall be adjusted accordingly at club level and through the Government Registry website.

WBC Life Membership Process & Criteria document also needs to be amended according to the following the new criteria.

## **Item 6**

### **Nominees for board of Directors**



3 Nominations for the three re-election vacancies of Henry Barlow, Steve Weston, Gavin Joyce.

As a result, under clause 18(d) of the constitution no vote is required and nominees Steve Weston, Gavin Joyce and Chris Smithwick have been accepted onto the board for a two year term.

In addition, Mick O'Neil has stepped down from the board into his 2 year appointment. As a result, under clause 17.5 of the constitution, the Board has approved John Parker to the Board of Directors for a 12 month term until 2024 AGM.

### **Item 7**

#### **Update on Chirside Park Master Plan (CPMP) and new club facilities**

Steve Weston gave an overview of the current update to the new club design which is expected to be completed in 2026. A further information night shall be organised as soon as details can be released due to the confidentiality clause with the Wyndham Shire City Council.

### **Item 8**

#### **New Committees**

- All new Committees, where advised to members
- Weekend and Midweek Selection Panels
- Bowls Committee members

### **Item 9**

#### **Presentation of Metro West Veteran Badges**

Steve Weston presented the badges to 6 worthy Club Members

- Frank Aidone
- Jan Casey
- William Dobie
- John Greygoose
- Lyall Rogers
- Barry Smith

### **Item 10**

#### **Financial Statement**

## **Board Committee's Report**

**For Year Ended 30 June 2023**

The Committee members submit the financial accounts of the Werribee Bowls Club Inc for the financial year ended 30 June 2023.

### **Board Committee Members**

The names of the elected Committee Members at the date of this report are: Henry Barlow, Steve Weston, Graham McKinnon, Gavin Joyce, Mick O'Neil, and Iain McKinnon.

### **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 (loss) from ordinary activities amounted to:

12 months ended 30 June 2022

\$93, 546

Year ended 30 June 2023

\$(2,555)

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

**Meeting concluded at 8.06 pm**