

ANNUAL GENERAL MEETING 2024

MINUTES



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Thursday 17 October, 7.00 pm

Durack room

Goulburn Club, 19 Market St, Goulburn

Chair: Anna McCormack (President)

Minutes: Harold Higgins

Meeting opened at 7.05 pm

after the attendance list had been checked against list of eligible members.

Attendance

Members (27): Ulrike Abraham, Ian Aldridge, Lyndell Allan, Mike Baker, Michael Beville, Mary Booth, Gabrielle Couch, Phillip Dryden, Chris Gaul, Bronwyn Gerathy, Jenny Hargraves, Harold Higgins, Rhys Howitt, Marcus Imbens, Stephen Kitchener, Rod McCarthy, Anna McCormack, Ian McCormack, Ron McLaughlin, Jock McLean, Leonie Pearson, David Post, Robyn Sargent, Elly Spark, Howard Spark, Lynette de Wolff, Judy White.

Documents available at meeting

—Agenda; Minutes of AGM 2023 held 19/10/2023; Financial Statements with Directors' Report for year ended 30/6/23; Constitution of the Goulburn Club (all previously available on the Club website).

—Nominations for Board (previously posted on the Club noticeboard).

1 Apologies

Gerry Conroy, Julie and Anthony Graham, Stephen and Cathy Lamond, Roger Lucas, Christine McLaughlin, Jack Miller, Margaret Munday (who sends best wishes), Daphne Penalver (who thanks the vollies), Fred and Helen Rainger, Bob Turner, Rita Warleigh.

2 Minutes of the 2023 Annual General Meeting (19/10/2023)

Minutes of AGM 2023 were accepted. Moved Rod McCarthy; seconded Jenny Hargraves. Carried.

3 Business arising from minutes

None

4 Life Membership

Mary Booth nominated by Ian Aldridge, seconded by Ron McLaughlin. Ian spoke of Mary's service to the Club including serving as President, initiating a number of innovations as well as contributing volunteer duties and weekly cleaning saving the Club substantial costs. Ian also praised Mary's regular cooking contribution.

Ron McLaughlin spoke in support of Mary's contribution to Bush Trads and Celtic sessions and her support during his tenure as President.

Mary thanked the Club for the support it gives her.

A ballot was held which was carried unanimously.

5 Volunteers

Leonie Pearson spoke to the shortage of volunteers running the Club. It is imperative that we increase the pool of volunteers. There are only about 12 members who regularly volunteer.

6 Treasurer's Report

Treasurer Elly Spark's report on the year is attached to these Minutes and is available on the Club website.

Report was accepted. Moved Jock McLean; seconded Lynette de Wolff. Carried

7 Financial Statements and Directors' Report for the year ended 30/6/24

The audited Financial Statements, with Directors' Report included, are available on the Club website.

Harold Higgins presented a status report and Cost Plan for Stage 1 of the Access project, which are attached to these Minutes. A Structural Engineer has now been appointed to provide design in support of a Construction Certificate and a DDA (disability engineer) has been engaged to resolve an issue with the mezzanine lift stop. Formal quotes for the lift have been assessed.

Harold also discussed the issue of ownership of the driveway land following Council's query during discussion on Backyard Stage disabled access. Club has engaged Johnson and Sendall to convert the driveway lots from Old System to Torrens title.

8 President's Report

President Anna McCormack's report on the year is attached to these Minutes and is available on the Club website.

Report was accepted. Moved Jenny Hargraves; seconded Chris Gaul. Carried

9 Retirement of 2023–2024 Board members

Howard Spark assumed the chair as Returning Officer and thanked the outgoing Board.

9 Election of Board members for 2024–2025

The following nominations for the 2024–2025 Board have been received appropriately and displayed for a week:

Nominations:

President: Jock McLean

Vice-President: Harold Higgins

Treasurer: Elly Spark

Board member (5): Marcus Imbens, Stephen Kitchener, Ian Aldridge, Anna McCormack

The President, Vice-President, Treasurer and other Board members were declared elected without voting.

President, Jock McClean assumed the chair and thanked Howard Spark.

10 General business

Rhys Howitt and Chris Gaul requested a "walk around" Access Project presentation to interested members. Jock McLean advised this would be discussed at the next Board Meeting.

Meeting closed at 7.45 pm.

Signed by President Date



Treasurer's Report AGM 17 October 2024

Financial Summary 2023-2024

The year in review—income and expenses

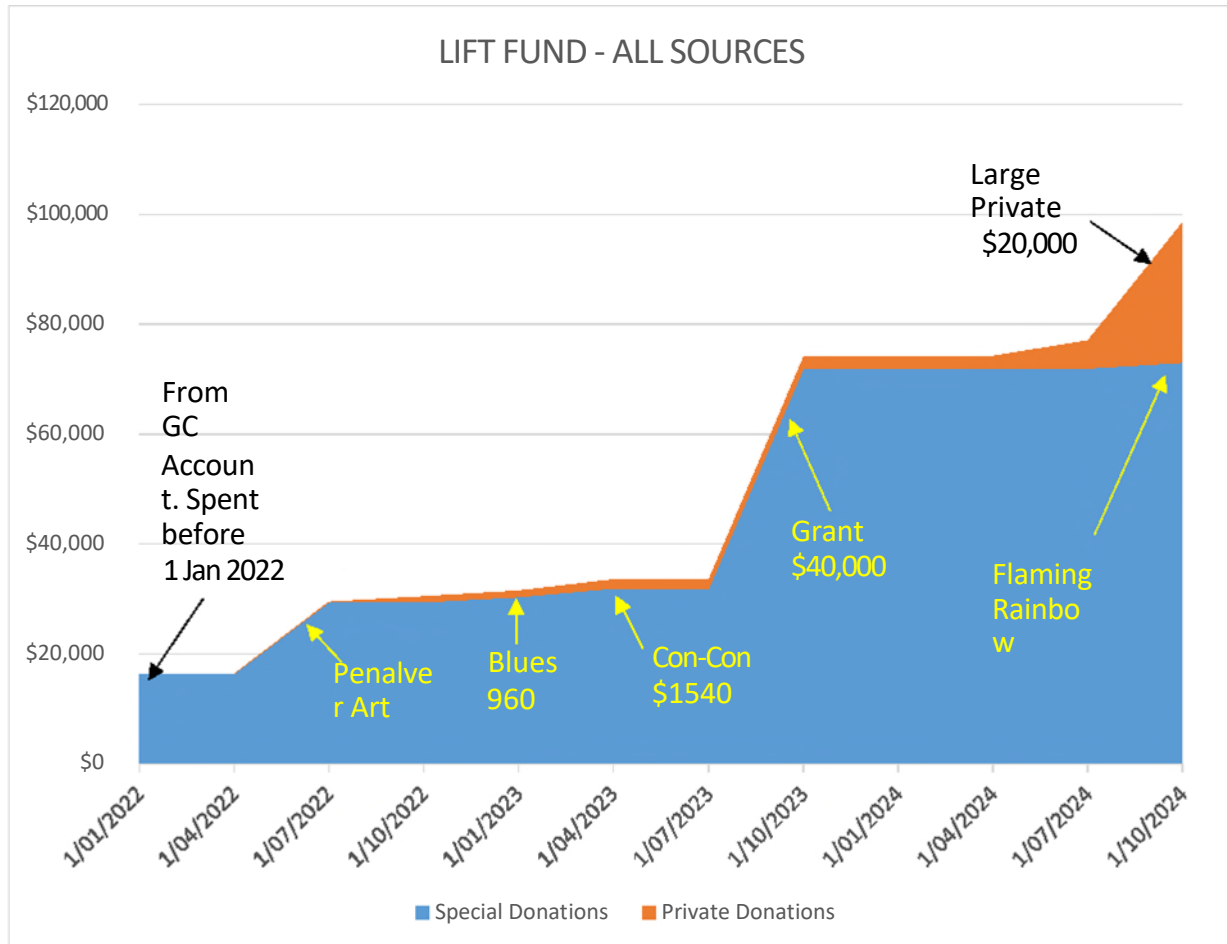
- The Total Revenue of \$95,000 was a decrease from last year (\$124,000).
- Bar sales decreased by about \$12,000 and bar expenditure decreased by \$6000.
- Cash deposits total \$154,000 an increase of \$59,000 over last year (\$95,000). This includes \$58,000 of funds isolated for the Lift Project, which are currently on short term deposit at 5%.
- A grant of \$40,000 for the lift is deferred income and included in the accounts as a liability.
- Rental income was about \$10,000 more than last year with both downstairs rooms being occupied for the financial year.
- Membership subscriptions were down by \$1000.
- Entertainment costs increased by \$7500
- Rates and Insurance were similar to last year.
- \$2500 was spent on progressing a project to construct a Stage in the garden area.
- Routine repairs and maintenance decreased by \$2000.
- Over \$6000 was donated to the Club by our meals providers. The provision of meals is a major effort – all meals are required to be cooked on-site in our registered Commercial Kitchen with a qualified Food Safety Supervisor in attendance. Any kitchen help is required to have done an on-line Food Handler certificate. We currently have only one certified cook remaining, who can only cook twice a month.

Budget 2024-2025

- Trading income is expected to be fairly similar. A large part of our bar sales profits was generated in the past by the Club hosting private functions (birthdays, etc). The Club can be an attractive venue for these, with self-catering possible in the kitchen and a very cheap room rental rate. Other venues have dropped their room-hire fees, and we are seeing less of these functions.
- Rental income is expected to be similar. There is currently no indication that any tenant will give notice.
- With only one cook currently available for meals, meals donations this year will be less.
- Rates, Insurance and Utility costs are all increasing, so the Building Occupancy costs for 2024-2025 will see an increase.
- Significant expenditure is expected to occur this year on both the Garden Stage and the Lift project (Access project). Both these projects have received Development Application approvals, but the DAs include conditions which have to be complied with before Council will grant a Building Construction Certificate. Your Vice-President Harold Higgins will give a presentation about these expected costs.
- A summary of the Lift project expenses and donations to date is attached to this report. A major private donation of \$20,000 was received in late September and is in a Term Deposit at 5%. We will be looking for others to match this donation either in cash or by promise.

• LIFT FUNDING and EXPENSES

- The graph shows the donations received for the Lift project until 1 October, and expenditure prior to June 2021. The data is grouped in three monthly blocks.



Money Spent

\$16,408

	Creditor	Reason	Cost \$ (ex GST)
16/08/2018	Tim Lee Architects	Progress claim 1	1,200.00
11/09/2018	Tim Lee Architects	Progress claim 2	2,350.00
3/04/2019	Goulburn Mulwaree	Pre-lodgement DA meeting	363.64
4/07/2019	Tim Lee Architects	Progress claim 3	5,150.00
2/03/2020	Ignis Solution	Fire engineering advice	1,500.00
11/02/2021	McG quantity surveyor	Cost estimate	600.00
20/04/2021	Tim Lee Architects	Progress claim 4	2,500.00
3/05/2021	Goulburn Mulwaree	DA application fee	2,744.08
			16,407.72

Elly Spark
Treasurer

2024 Access Project Cost Plan

	LIFT ITEM STAGE 1	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	
1	Council fees inc. long service levee	18,000													18,000
2	Design fees engineer, DDA	10,000	1,000	1,000	1,000					1,500	1,500				16,000
3	Certifier		500	500	500	500	500	500	500	500	500	1,500			6,000
4	Project sign	400													400
5	Hoarding, scaffold		2,000			3,000	500	500	3,000	500					9,500
6	Purchase and install lift (next level)		12,000		32,000				28,000	8,000					80,000
7	Demolition timber stairs, windows, wall phone booth		5,000	5,000											10,000
8	Relocate sewer backyard		3,000												3,000
9	Construct lift pit, foundation			3,000	3,000										6,000
10	Construct lobby floor, ramp,					3,500	3,500								7,000
11	Construct fire-rated lift shaft, CF block or AFS concrete					10,000	10,000	10,000							30,000
12	Construct GF lobby studwork, doors, windows (Stage 1) 40sqm						2,000	2,000	2,000						6,000
13	Finishes, paint, lobby									2,500	1,200				3,700
14	Install lift, doors, commission (bldrs lift), bldrs work, power										2,500	500	500	500	4,000
15	Infill floor over old stairs					2,000	2,000	1,000							5,000
16	Mezzanine access									10,000	5,000				15,000
17	Finishes outside lift shaft								8,000	8,000					16,000
	Monthly	28,400	23,500	9,500	36,500	19,000	18,500	14,000	41,500	31,000	10,700	2,000	500	500	235,600
	Cumulative	28,400	51,900	61,400	97,900	116,900	135,400	149,400	190,900	221,900	232,600	234,600	235,100	235,600	



President's Report AGM 17 October 2024

The Club has had a mixed year, with a mingling of successes and concerns.

Finances: Treasurer Elly Spark and Vice-President Harold Higgins have reported on the usual Club finances and the finances of building projects.

Membership: stands at 277, which includes 41 Life members and 236 Ordinary members. Membership *has been* higher, almost 300—but also substantially lower.

Improvements highlights:

- The Lift (Access) project is in progress; also the Garden Stage project.
- CCTV has been installed internally and at the rear; also an internal Duress alarm system for personal safety.
- Improvements had been made to the Squash Court, largely thanks to players from Goulburn Social Squash Group.
- The Garden is looking well, with the removal of excess growth and good attention to lawn and shrubs by Marcus Imbens.

Music:

- Further improvements have been made to sound, lighting and equipment. Performances can hardly have been busier.
- Recurrent events have included: Open Mic, Celtic, Bush Trad, Garth & Friends, Gabbyoke, 5th-Friday Folk Open Mic nights, and Saturday Jazz with the Moochers.
- Regular sessions have included: weekly GRUB evenings, monthly Celtic and Bush Trad, Market Street Moochers, and Sunday Australian Folk and Americana. Session players form a hard core of Club membership.
- The Club has hosted more than 20 visiting and local performers and more than 10 ensemble events, including events for young bands; also a whole-weekend Bush Trad gathering.
- A Blues Weekend was held last February and is planned for next February, replacing the discontinued Blues Festival.

Art:

- The Club has hosted several great Art exhibitions, hung in both the Gallery and Durack rooms. These not only provide local artists with display and sale opportunities, but also ornament the Club and provide commission income.
- Artists include: Holly Hartwell, photographer Tim Bolotnikoff, Helen Strand, Sally Dunne, Margaret Marshall and the Taralga Art Collective.

Meal service:

- Meal service has had to be reduced from every Friday evening to only those Fridays when sufficient diners are expected. This is due to the irregularity and decrease of numbers and lack of sufficient cooks to roster effectively.
- The Club has ensured that all food preparers and handlers in the Club have trained online for the Food Safety Supervisor or Food Handler Certificate.

Thank you, Board!

Running a Club that is both a licensed body and a company is not task, given all the regulatory and financial obligations. Doing this as volunteers, with volunteer staff, makes it even more challenging. I commend Board members for doing relevant online courses with ClubsNSW, and applaud their hard work. The effort and hours that some people have put in is extraordinary. I'm honoured to be able to thank them publicly. In summary:

—Ian: President till last AGM, Secretary, music, memberships, grants, barwork, cook, cleaning ... he never stops.

—Harold: Vice-President, minutes, wine purchase, late-evening barwork, Garden Bar, security, endless discussions with Council, contractors, etc. re projects ... hats off to Harold!

—Elly: Treasurer, legals, website, WHS, insurance, squash, signins, first aid ... the best business person the Club has ever had.

—Jock: functions management, barwork, sign-ins, vollies, Lieder events ... always a smile.

—Griz: cashier, barwork, purchasing ... always reliable.

—Marcus: Grounds and Buildings Officer, fires, bar stocking, beer and soft drink purchases, maintenance, barwork, grounds ... want it done? Ask Marcus.

—Leonie: barwork, music, laundry, the stressful task of rostering vollies for barwork and signins ... thank you, Leonie.

Thank you, all others!

Many others have contributed to the running of the Club. Particularly, I'd like to thank:

—Mary Booth: Art organiser, cleaning, cooking, Facebook, music, and now meal organiser.

—Jenny Hargrave: Board till the last AGM, barwork, cook, WHS, first aid.

—Bec Noonan: Art exhibitions.

—Ron McLaughlin: GRUB, music committee, sound guy, barwork.

—Mike Baker: Moocher nights, jazz afternoons, music committee.

—Ian McCormack: maintenance expertise.

—Gabby Couch: barwork, music, live karaoke nights.

—Alex Fry and Anne Fry: rigorous signers-in.

—Rhys Howitt: barwork, cook, Club history.

—Howard Spark: maintenance, WHS.

—Julie Salway: classy weekly newsletter.

—Lynette de Wolff: signins.

Thank you also to anyone I've missed who has helped the Club in any capacity.

Vale: We regret the passing away of two staunch supporters of the Club during the last year:

—Gretchen Alt-Cooper (jazz singer, Treasurer, multi-volunteer) At her request, a wake was held at the Club with 'a jazz band playing'.

—Des Rowley, long-time manager and promoter of the Squash Court.

Our final thanks to both.

Concerns: Three related concerns affect the Club's future, indeed, very existence:

—**Ageing of membership and volunteers.** The median age of members is 67, which means half are over 67 and half below. The average age of Board members is over 70, and most have been on the Board for many years, as well as volunteering to extraordinary levels.

It is clear that we need—really need—a lot of new young-adult members, as well as an injection of younger persons into the Board and pool of active volunteers.

—**Access project:** This has been ably addressed by Elly Spark and Harold Higgins. The lift will best benefit several groups of people, in particular: people with limited mobility; musicians carrying gear; staff carrying bar stock, wood, rubbish, etc.; food servers; and—two groups we don't presently cater for—wheelchair users and parents with infants' pushchairs.

—**Volunteer pool:** Frankly, it's not big enough. Leonie Pearson has described the Club's urgent need. We struggle to cover the bar and signins for regular times, and are hampered from accepting paying Functions because of insufficient staff.

In short, we need to find and implement ways to attract younger members and hold their hearts in service. *Perhaps this means a radical change of mindset in what we do and how we do it.* And we need to improve the facility of the Club for all present and potential members. To fund the Access project, in the coming year *we'll be holding a major Fund Raising Drive to which we hope all who value the Club, and wish to preserve it, will contribute generously.*

In closing:

I'm honoured to have been President of the Goulburn Club for the past year. I value its goals, its music, its heritage, its community involvement, and most of all, the people in it. In the 20 years I've been associated with the Club I've seen us struggle financially, then find our feet mostly through sound musical programs. We've overcome doldrum years and are entrenched in long-overdue improvements. With initiative and willing participation, the Club can, should and will move forward.

Anna McCormack, President
17 October 2024