



2020 ANNUAL GENERAL MEETING MINUTES

The 73rd Annual General Meeting of the Point Lonsdale Surf Life Saving Club Inc.
held on Saturday 25th July 2020, commencing at 4:00pm
held via teleconference

Meeting opened at 4:04pm

Attendees

Charlie Pitney
Charlie Bidgood
Catherine Carrigan
James Coutie
Simon Dale
Sue Doman
Will Doman
Andrew Macleod
Kirsten Macleod
Tom Pearson
Graeme Smith
Rick Aitchison
Jenny Allen
Janet Ashton
Dean Biddau
Justine Cain

Charlotte Coutie
Lachlan Coutie
Leigh Coutie
Michael Doery
JP Doman
Paul Doman
Barry Eastoe
Gully Fraser
Matilda Francis
Will Gourlay
Mandy Grbac
Charlie Harper
Barb Hurley
John Hurley
Judy Johnston

Alan Joyce
Huw Joyce
Millie Larsen
Emma Lovell
Roger Lloyd
Natalie Mackinder
Andrew Pitney
Eliza Pitney
David Ponsford
Drew Robinson
Jess Robinson
Lorraine Robinson
Andrew Taylor
Stuart Will
Caroline Woods

Apologies:

John Charles
Lyn Coutie
Keith Hodgson

Rodney Holdsworth
Bec McHenry
Liam Petrie-Allbutt

Matthew Ponsford
Jess Ponsford

Confirmation of Previous Annual General Meeting Minutes:

Motion 1
That the minutes of the 72 nd Annual General Meeting be accepted with recorded amendments. Moved: James Coutie Seconded: Charlie Pitney Carried

Presentation of Season 2019/2020 Annual Report

President Charlie Pitney spoke to the Annual Report

- The President congratulated members, Tim Harrison, James Coutie and Matilda Francis on receiving Awards of Excellence Nominations.
- The contribution of local parents to the club was highlighted, in particular the work undertaken by Kylie Titheridge and Charlotte Furness to establish the club's Nippers in Schools Program.



POINT LONSDALE

Surf Life Saving Club

ABN 90 650 713 800
Registered Number A0016072K
PO Box 120 Point Lonsdale Victoria 3225
Telephone: (03) 5258 1257
email: info@plslsc.com.au
Website: www.plslsc.com.au

Motion 2

To acknowledge and thank James Coutie for his contribution to the Point Lonsdale Surf Life Saving Club and in particular his service to the Executive Committee.

Moved: Charlie Pitney

Seconded: Dean Biddau

Carried

Presentation of Season 2019/2020 Financial Statements and Auditor's Report

Treasurer Catherine Carrigan spoke to the Financial Statements and Auditor's Report

Appendix 1: Profit and Loss by area

Tabled at the AGM for 2020 are the reviewed financial accounts for the year ending 30 April 2020.

PLSLSC has had another successful year financially with an overall profit of \$1,166,048 for FY19/20 compared with \$912,498 in the previous FY.

Attached to this report is a break-down of income and expenses by area.

Profit Position

PLSLSC reported an overall profit of \$1,166,048 for FY19/20 compared with \$912,498 in the previous FY. Of this our operating profit was \$18,441.

- **Income.** Our income was \$1,593,190 reflecting an increase of around \$168k compared with last FY. This was predominantly due to an increase in grants for the New Club House Building project. Other income was less than previous years for the following key reasons:
 - Reduction in interest due to lower interest rates.
 - Reduction in incoming donations to the Building fund as the capital raising has drawn to a conclusion.
 - Events income was down as we budgeted to make a loss on social events to ensure we could keep club members engaged and positive despite not having a club house. As an Executive, we are satisfied these were expenses worth incurring.
- **Expenditure.** Our expenditure was \$427,142 in FY 19/20 compared with \$512,506 in the previous FY.
 - The decrease was mainly due to last year's non-recurring \$68K fraud through cyber-attack.
 - There was also a significant reduction in bar, maintenance, and administration costs due to not having a club house.
 - This was offset to some extent by the increased office relocations costs and the loss on write off of property (i.e. undepreciated book value of the obsolete/demolished club buildings, fixtures and fittings).
- **Building Fund.** The building fund income was \$1,257,017 from donations, grants and term deposit interest and expended \$34,680 (fundraising admin and office relocation costs). Expenditure of \$483,788 on the building development is shown on the balance sheet under property, plant and equipment as work in progress.
- **Key activities.**
 - The Nipper Door knock raised \$22,109. Thanks very much to Belinda Calliard and the Door Knock team.
 - The RVSC made a profit of \$23,990. Thanks to Liam for all his efforts in ensuring a successful event.



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Balance Sheet and Cash Position

- PLSLSC net assets as at 30 Apr 20 were \$5,373,598 with \$2,843,879 in cash or cash equivalents. Now the building phase of the Club House redevelopment project has commenced we will start to draw down on these cash assets and expect to see a large draw down on the cash position by the end of the next FY.
- The cash for the Club House redevelopment is being held in separate accounts. As at 30 Apr 20 this included \$1,037,281 in a building fund term deposit and \$1,582,519 in our separate Building Fund accounts. There is also \$108,398 held in the endowment fund Term deposit earmarked for the Re-build project.

Budget 2020/21

- We have developed an operating budget for FY20/21 and this is again based not having a club house for the summer season This budget is separate to the New Club House rebuild project. We are projecting a small operating profit for FY20/21.

Building Fund Financial Management

- The Chair of the Building Committee has a detailed budget that covers all income sources and expenditure, and performance against this budget is reported monthly to the Emergency Services Infrastructure Authority.
- All monies for the building fund are being managed in separate bank accounts. NB The account that is detailed on all the donation brochures is only used to receive money. It is then transferred into another account that has restricted access.
- There is a detailed invoice payment process that includes separate verification - first by PDS Group (our project management company) and then by the Chair of the Building committee before being paid.
- We have applied for a loan facility of \$150,000 to enable us to ensure cash flow at the latter stages of the Building project and to provide contingency. We will only draw on this if it is required.

I would like to thank Caroline Woods, Emma Lovell, Jan Hodge and Ronnie Hutchison for their outstanding assistance towards the administration and finance of the club.

C.M. Carrigan

Treasurer

Motion 3
That the 2019-2020 financial report and auditor's reports be accepted. Moved: Catherine Carrigan Seconded: James Coutie Carried



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Membership Fees for Season 2020/2021

President Charlie Pitney spoke to the proposed Membership Fees

Motion 4
That the proposed membership fees be adopted for the 2020-2021 season. Moved: Charlie Pitney Seconded: Catherine Carrigan Carried

LSV Affiliation

President Charlie Pitney spoke to this motion

Motion 5
That affiliation be sought for the 2020/2021 season with Lifesaving Victoria. Further that the articles, constitution, by-laws, regulations and resolutions, together with the awards and equipment of Surf Life Saving Australia Limited and affiliated State Centre's be accepted without reservation. Moved: Charlie Pitney Seconded: James Coutie Carried

Auditor Appointment

Treasurer Catherine Carrigan spoke to this motion

Motion 6
That PLSLSC appoint Crowe Horwath as auditors for the 2020-2021 season. Moved: Catherine Carrigan Seconded: James Coutie Carried

Election of Positions

The following members were nominated before 7 days prior to the meeting and were elected unopposed;

Director of Aquatic Sports :	Graeme Smith
Nominated:	Charlie Pitney
Seconded:	James Coutie
Historian*:	Judy Johnston
Nominated:	Liam Petrie-Allbutt
Seconded:	Roger Lloyd

The following member were nominated after 7 days prior to the meeting and were elected unopposed;

Director of Junior Programs:	Simon Dale
Nominated:	Charlie Pitney
Seconded:	James Coutie
Treasurer:	Stuart Will
Nominated:	Charlie Pitney
Seconded:	Catherine Carrigan



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Nomination for Honorary Membership

No nominations received

Nomination for Life Membership

No nominations received

Clubhouse Update

Barry Eastoe provided an update on the current state of the clubhouse rebuild

Questions on Notice

No questions were received on notice

General Business

No items of general business

Question and Answer Session

Where are we standing with the beach base and the concrete cancer?

We have had positive discussions with the State Government and Lifesaving Victoria. We are one of two major priorities for Lifesaving Victoria along with Wonthaggi SLSC and we are included in Lifesaving Victoria's business case for the coming financial year. However, there are other issues in the current climate that the Government are focusing on which could have a financial impact. We have begun discussions with the Minister as well as the Emergency Services Infrastructure Authority to secure funding for a feasibility study of the project.

We have a very strong project brief prepared by Tony Baenziger a few years ago as well as draft plans, however most of the work of the redevelopment project will be in the feasibility planning, whether we can increase the footprint, the environmental impact, how we can undertake the build at the location, and it's a complicated scenario, but we are fairly confident of funding to be able to approach this task in the next few months. We have lined up quotes from project managers to start the initial feasibility work, but we will wait and see and hopefully there will be funding available from this year's government budget. With the initial feasibility undertaken, we will be able to start work when funding becomes available.

Will the comments in the chat be included in the minutes?

The chat record will be included in the recording of the meeting with summary points to be added into the minutes where appropriate. Leigh wished to move a motion as below;

Motion 7
That Charlie Pitney be recognized for the great work he has done this season Moved: Leigh Coutie Seconded: Barry Eastoe Carried

Meeting Closure at 4:58pm

Profit and Loss
POINT LONSDALE SURF LIFE SAVING CLUB INCORPORATED
All AREAs
1 May 2019 to 30 April 2020

	Bronze/Cadets	Door Knock	Events	LERT	New Build	Nippers	RVSC	SLS	TOGA	Unassigned	Total	
Income												
Bank Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,975.14	\$1,975.14
Donations	\$0.00	\$22,146.15	\$0.00	\$0.00	\$0.00	\$1,450.00	\$643.40	\$0.00	\$0.00	\$5,232.80	\$29,472.35	
Events Revenue	\$0.00	\$0.00	\$7,421.27	\$0.00	\$0.00	\$0.00	\$60,335.46	\$0.00	\$0.00	\$0.00	\$67,756.73	
Grants - General	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$23,727.75	\$0.00	\$5,800.00	\$29,527.75	
Junior Activities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,584.77	\$0.00	\$909.10	\$0.00	-\$203.64	\$6,290.23	
Membership-All	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$103,445.00	\$0.00	\$195.00	\$103,640.00	
Merchandise Sales	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$104.55	\$59.09	\$0.00	\$4,526.14	\$4,689.78	
Safety Services Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,638.48	\$0.00	\$0.00	\$7,638.48	
Sponsorships	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$20,600.00	\$0.00	\$0.00	\$0.00	\$23,600.00	
Training Income	\$67,514.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$67,514.31	
Total Income	\$67,514.31	\$22,146.15	\$7,421.27	\$0.00	\$0.00	\$10,034.77	\$81,683.41	\$135,779.42	\$0.00	\$17,525.44	\$342,104.77	
Gross Profit	\$67,514.31	\$22,146.15	\$7,421.27	\$0.00	\$0.00	\$10,034.77	\$81,683.41	\$135,779.42	\$0.00	\$17,525.44	\$342,104.77	
Less Operating Expenses												
Administration & Management	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,138.00	\$2,164.07	\$913.85	\$0.00	\$3,014.36	\$11,230.28	
Audit Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,300.00	\$5,300.00	
Bank Charges/Merchant Fees/3rd Pa	\$0.00	\$0.00	\$291.26	\$0.00	\$0.00	\$0.00	\$1,711.01	\$0.00	\$0.00	\$1,635.50	\$3,637.77	
Bar Expense	\$0.00	\$0.00	\$314.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,856.92	\$2,171.39	
Competition Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,559.09	\$0.00	\$0.00	\$0.00	\$0.00	\$2,559.09	
Computer IT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,730.58	\$3,730.58	
Equip Hire	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$623.64	\$7,419.27	\$0.00	\$0.00	\$0.00	\$8,042.91	
Events Expense	\$101.86	\$37.24	\$8,563.79	\$24.25	\$0.00	\$627.27	\$39,260.69	\$0.00	\$3,164.00	\$221.00	\$52,000.10	
Insurance - All	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$715.50	\$0.00	\$18,667.12	\$19,382.62	
Marketing/Website/Social Media	\$0.00	\$0.00	\$90.91	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,298.95	\$1,389.86	
Mechanical repairs and maintenance	\$169.05	\$0.00	\$0.00	\$368.19	\$0.00	\$0.00	\$0.00	\$7,783.81	\$0.00	\$2,656.48	\$10,977.53	
Merchandise Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,931.79	\$5,931.79	
New Build Administration - fundraisn	\$0.00	\$0.00	\$0.00	\$0.00	\$1,298.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,298.36	
Office Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$132.17	\$0.00	\$11.82	\$0.00	\$2,842.39	\$2,986.38	
Property Expense	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,579.08	\$10,679.08	
Rates & Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,341.25	\$3,341.25	
Safety Services Expense	\$0.00	\$0.00	\$0.00	\$6,117.82	\$0.00	\$8,933.83	\$7,137.73	\$8,390.49	\$0.00	\$6,472.38	\$37,052.25	
Superannuation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,059.23	\$4,059.23	
Telephone & Internet	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,195.89	\$4,195.89	
Training Expense	\$64,877.52	\$0.00	\$0.00	\$149.09	\$0.00	\$12,804.91	\$0.00	\$2,090.55	\$0.00	\$686.05	\$80,608.12	
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,102.11	\$10,102.11	
Wages & Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,842.12	\$42,842.12	
Workcover	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$144.68	\$144.68	
Total Operating Expenses	\$65,248.43	\$37.24	\$9,260.43	\$6,659.35	\$1,298.36	\$30,818.91	\$57,692.77	\$19,906.02	\$3,164.00	\$129,577.88	\$323,663.39	
Operating Profit	\$2,265.88	\$22,108.91	-\$1,839.16	-\$6,659.35	-\$1,298.36	-\$20,784.14	\$23,990.64	\$115,873.40	-\$3,164.00	-\$112,052.44	\$18,441.38	

Non-operating Income

Non-Operating Income												
Building Fund Donations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$303,856.78	\$303,856.78
Building Fund Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$935,208.20	\$935,208.20
Building Fund Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$920.94	\$920.94
Interest - Building Fund TD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,031.41	\$17,031.41
Total Non-Operating Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,257,017.33	\$1,257,017.33
Total Non-operating Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,257,017.33	\$1,257,017.33
Non-operating Expenses												
Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$76,028.42	\$76,028.42
New Build Postage, printing, statione	\$0.00	\$0.00	\$29.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$709.89	\$739.73
Relocation Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,642.46	\$32,642.46
Total Non-operating Expenses	\$0.00	\$0.00	\$29.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$109,380.77	\$109,410.61
Net Profit	\$2,265.88	\$22,108.91	-\$1,869.00	-\$6,659.35	-\$1,298.36	-\$20,784.14	\$23,990.64	\$115,873.40	-\$3,164.00	\$1,035,584.12	\$1,166,048.10	