

**MINUTES OF ANNUAL GENERAL MEETING OF THE FORSTER-TUNCURRY
MEMORIAL SERVICES CLUB LTD HELD MONDAY 21ST OCTOBER, 2019**

CHAIR:

President and Chairperson C Fletcher declared the meeting open at 5.30 p.m. and requested that the doors be closed.

PRESENT:

285 members registered in attendance.

INTRODUCTIONS ON STAGE:

The Chairperson introduced those on the dais being Colin Cross (Vice President), Darcy Cheetham (Vice President), Peter Clarke (General Manager), Lyndell Howe (Finance Manager), Simon Carroll of Baker & Borthwick (Solicitor) and Andrew Parsons of Harrison, Main & McArthur (Auditor).

ACKNOWLEDGE SPECIAL GUESTS:

The Chairperson then introduced special guests and Board Colleagues – Paul Nicholas, Neil Stuckey, Jim Simons, Robyn Kirk, Gail Stewart, Peter Rayner and Life Members.

MINUTE'S SILENCE:

The Chairperson called on those present to stand and observe a minutes' silence out of respect of members who had passed away during the year and deepest sympathies were offered to their families.

APOLOGIES:

Apologies were received from K Jackson Club Patron Membership No. 15871, I Jackson Membership No. 15870, F Crockett Membership No. 10381, N Kirk Membership No. 11284, M Simons Membership No. 7332 and M Snape of Baker & Borthwick Solicitors
Moved D Harvey Membership No. 12749, seconded D Wicks Membership No. 5463 that the apologies be accepted

CARRIED.

NOTICE OF MEETING AND QUORUM:

The General Manager advised that the Notice of Meeting as required by the Clubs Constitution had been sent to all members on Friday 6th September, 2019 and that a quorum exists as the meeting has in excess of 40 members present, in fact there are 285 members present, in accordance with Clause 64 of the Club's Constitution.

Before proceeding with business the Chairperson advised that copies of the 2018 Annual General Meeting Minutes and the 2019 Annual Report were available upon entering the auditorium. The Chairperson asked that members involved in the business of the meeting clearly state their name and membership number in order to record accurate minutes.

METHOD OF VOTING:

The Chairperson advised that voting will be decided by a show of hands.

MINUTES OF PREVIOUS ANNUAL GENERAL MEETING:

Moved M Sadler Badge No. 1828, seconded D Cheetham Badge No. 3106 that the Minutes of the Annual General Meeting held Monday 22nd October, 2018 be adopted as a true and correct record of the proceedings

CARRIED.

RECEPTION OF 2019 ANNUAL REPORT AND OTHER REPORTS:

The Chairperson called for a Motion that the reports as circulated be taken as read and received.

Moved J Donkin Membership No. 2521, seconded B Smith Membership No. 9115 that the 2019 Annual Report including Financial Statements, President and other reports as circulated be taken as read and received

CARRIED.

BUSINESS ARISING FROM ANNUAL REPORT:

The Chairperson asked the General Manager whether any questions relating to the 2019 Annual Report have been formally received.

The General Manager advised that no questions have been received up to and including Wednesday 16th October, 2019 appertaining to the 2019 Annual Report and in particular the 2019 Statutory Financial Accounts.

The Chairperson invited the General Manager to speak on his Annual report. P Clarke read almost in full the contents of his 2019 Annual Report on the activities of Club Forster and Sporties Tuncurry. P Clarke also referred to Future Developments in the Annual Report and in particular provided a comprehensive overview of the proposed RV Park at the Sports Club and the Surf Club, Forster.

ADOPTION OF 2019 ANNUAL REPORT:

Moved J Simons Membership No. 10416, seconded K Crawford Membership No. 1179 that the 2019 Annual Report be adopted

CARRIED.

ORDINARY RESOLUTIONS:

The Chairperson advised that Members are asked to consider and if thought fit pass the Ordinary Resolutions as outlined in the Clubs 2019 Notice of Meeting.

The Chairperson invited the General Manager to explain the Ordinary Resolutions.

The General Manager stated that each of the resolutions must be passed as a whole and cannot be amended from motions from the floor of the meeting or divided into two or more separate motions.

To be passed each ordinary resolution must receive votes in its favour from not less than a simple majority of those members who being entitled to do so vote in person at the meeting.

Ordinary Resolution No. 1

The first resolution is to have the members in a General Meeting approve reasonable expenditure by the Club in relation to duties performed by the Club's Directors.

The Board recommends Ordinary Resolution No. 1 to this meeting.

As all members have been given due notice of this resolution as it has been included and circulated in the Clubs 2019 Notice of Meeting that any discussion now be invited by the Chairperson or a motion be received from the floor of the meeting.

That pursuant to the Registered Club's Act:

1. The members hereby approve and agree to reasonable expenditure by the Club until the next Annual General Meeting of the Club for the following activities of Directors
 - (a) The reasonable cost of a meal and beverage for each Director immediately before or immediately after a Board or Committee Meeting on the day of that Meeting where the Meeting corresponds with a normal meal time.
 - (b)
 - (i) Reasonable expenses incurred by Directors in relation to such other activities including entertainment of special guests to the Club;
 - (ii) Expenses involved in attendance at Intra-Club activities, sponsorship of sporting events deemed by the Directors to be of benefit to the Club and/or the community and other promotional activities performed by Directors;
 - (iii) Reasonable costs of Directors attending all functions and activities at the Club deemed by the Directors to be of benefit to the Club;
 - (iv) Reasonable costs for the attendance at functions with spouses where appropriate, and required, to represent the Club; with the expenses of any of that aforementioned activities to be approved by the Board before payment is made on the production of

receipts, invoices or other proper documentary evidence of such expenditure;

- (c) Reasonable expenses for the provision of a Chairpersons Dinner once a year and on such occasions as the Board might approve with the persons in attendance to comprise the Directors and their partners and persons chosen by the Chairperson who have supported the club during the relevant year and thereby promoted the success of the club;
 - (d) The payment of Directors and Officers insurance cover premiums;
 - (e) The Club to provide a uniform for Directors consisting of blazer, tie, trousers/skirt, shirt/blouse, sports jacket and cleaning expense of same;
 - (f) That each Director be entitled to a specified parking space in the Club's car park;
 - (g) That each Director be entitled to be provided with an electronic device (for example a laptop computer, i-pad, tablet or other similar device) and an electronic storage device (for example a flash drive or portable hard drive);
 - (h) That each Director be entitled to be provided with external access to the internet.
2. The members acknowledge that the benefits in paragraph (1) are not available to the members generally but only to those who are Directors of the Club and those members directly involved in the above activities.

There being no discussion from the floor of the meeting, the Chairperson accepted a motion.

Moved N Stuckey Membership No. 521, Seconded P Wicks Membership No. 5463 that Ordinary Resolution No. 1 as circulated and explained be approved
CARRIED.

The Chairperson invited the General Manager to explain Ordinary Resolution No. 2.

The General Manager stated that the second ordinary resolution is to have members in the General Meeting approve reasonable expenditure by the Club for Directors to attend seminars, lectures, trade displays and other similar events including Australasian Hospitality and Gaming Expo, Australasian Gaming Expo and ClubsNSW Annual Conference and Annual General

Meeting and to visit other clubs to enable the Club's governing body to keep abreast of current trends and developments which may have a significant bearing on the nature and way in which the Club conducts its business.

The Board recommends Ordinary Resolution No. 2 to this meeting.

Again, as all members have been given due notice of this ordinary resolution being included and circulated in the Clubs 2019 Notice of Meeting that any discussion now be invited by the Chairperson or a motion be received from the floor of the meeting.

Ordinary Resolution No. 2

That pursuant to the Registered Clubs Act 1976:

- (a) The members hereby approve and agree to reasonable expenditure by the Club for professional development and education of Directors until the next Annual General Meeting and being:
 - (i) The reasonable cost of Directors attending at the Australasian Hospitality and Gaming Expo, Australasian Gaming Expo and ClubsNSW Annual Conference and Annual General Meeting;
 - (ii) The reasonable costs of Directors attending Seminars, Lectures, Trade Displays, Organised Study Tours, Fact-finding Tours and other similar events as may be determined by the Board from time to time;
 - (iii) The reasonable cost of Directors attending other clubs or similar types of business for the purpose of observing their facilities and methods of operation;
 - (iv) Attendance at functions with spouses where appropriate, and required, to represent the Club.
- (b) The members acknowledge that the benefits in paragraph (a) above are not available to members generally but only to those who are Directors of the Club and those members directly involved in the above activities.

There being no discussion from the floor of the meeting the Chairperson accepted a motion.

Moved J Read Membership No. 3684, Seconded B McCaig Membership No. 9562 that Ordinary Resolution No. 2 as circulated and explained be approved
CARRIED.

Ordinary Resolution No. 3

The Chairperson invited the General Manager to explain Ordinary Resolution No. 3.

The General Manager stated that this resolution pursuant to the Registered Clubs Act of 1976: as amended, the members hereby approve and agree to the members of the Board during the period preceding this Annual General Meeting receiving Honoraria for the positions named and for the sums referred to below in respect of services rendered to the Club and the members further acknowledge that the Honoraria are not available to members equally but only those members elected to the Board of Directors of the Club:

- i \$15,000 to the President;
- ii \$10,000 to the Vice Presidents;
- iii \$8,000 to each Director.

The level of Honoraria proposed has increased by \$3,000 for the President and Vice Presidents and \$2,000 for Directors compared to last year.

The Board recommends Ordinary Resolution No. 3 to this meeting.

There being no discussion from the floor of the meeting the Chairperson accepted a motion.

Moved C Harper Badge 11573, Seconded A Morris Membership No. 2248 that Ordinary Resolution No. 3 as circulated and explained be approved **CARRIED.**

Ordinary Resolution No. 4

The Chairperson invited the General Manager to explain Ordinary Resolution No. 4.

The General Manager stated that this resolution pursuant to the Registered Clubs Act of 1976: as amended, the members hereby approve and agree to the Social Bowls Co-ordinator receiving an Honoraria of \$7,500 for the year 2019/2020. The Social Bowls Co-ordinator administers social bowling events at the Sports Club and is remunerated for such service. The level of honoraria paid is the same level paid last year.

If the Social Bowls Co-ordinator only holds this position for part of the year, then the Honoraria shall be paid on a pro-rata basis.

The Board recommends Ordinary Resolution No. 4 to this meeting.

There being no further discussion from the floor of the meeting the Chairperson accepted a motion.

Moved J Ross Membership No. 7440, seconded P Wicks Membership No. 5243 that Ordinary Resolution No. 4 as circulated and explained be approved **CARRIED.**

ANY OTHER BUSINESS OF WHICH DUE NOTICE HAS BEEN GIVEN:

The Chairperson sought confirmation from the General Manager whether any other business had been received of which due notice had been given. The General Manager stated that no notices of motion up to and including the 30th August, 2019 or any questions in relation to the Annual report up to and including 16th October 2019 had been received.

CLOSE:

There being no further business the Chairperson C. Fletcher declared the meeting closed at 5.56 pm, thanked all for their attendance and invited them to partake of food, refreshments and entertainment titled "A Pommie Night" starring Bubbles is unique to follow.

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CHAIRPERSON

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SECRETARY

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DATE