

Bundanoon Community Association Inc.

GENERAL MEETING

SUPPER ROOM

Bundanoon Soldiers' Memorial Hall

Thursday 19th May 2022

AGENDA

Acknowledgement of country, and Welcome to members and visitors

Attendance and Apologies

1. **Confirmation of Minutes** – BCA General Meeting, 21 April 2022
Attachment One
2. **President's Report**
To be tabled at meeting
3. **Correspondence**
Attachment Three
4. **Report of Committee Meeting** 5 May2022
Attachment Four
5. **Treasurer's Report**
Attachment Five
6. **General Business**
 - a) **Business arising** from the previous meeting minutes and correspondence (if any)
 - a. **Meet the Candidates Evening** – although the Committee had decided not to hold a Meet the Candidates evening, a small group of people organised an event that was held on 11 May 2022. It was very well attended and had 8 of the 9 candidates present. It was very well run and a credit to the organisers. There has been some feedback about the BCA not running the event. This will be covered in the President's Report.
 - b. **AGM booklet correction** (*appendix six refers*) –
 - i. on page 35 replace the statement “with total equity of \$179,923, a reduction of \$24,506 compared with 2020” with “with total equity of \$207,237 an increase of \$1,596 compared with 2020”
 - ii. In Auditors report (page 41) replace duplicate of Income and Expenditure first page with Asset and Liabilities first Page.
 - iii. As Bundanoon Pipes and Drums was included as an addendum, include this in the booklet under subcommittee reports
 - iv. On front page of AGM booklet add the words “equity amount page 35 corrected and Assets and Liabilities page 41 correctly inserted. Corrections adopted at General Meeting 19 May 2022.”

THAT the corrections to the AGM booklet are adopted and the corrected booklet becomes the record of the 2022 Annual General Meeting

- b) **Sale of alcohol** – the land on which the Hall was built was donated to Council by the Bundanoon Methodist Church in 1934. It contained a covenant that alcohol could not be sold on the land. We have been in touch with the Property Office of the Uniting Church (successor of the Methodist Church) who have been supportive in removing the covenant. Council is supportive and we hope that the covenant will be removed in the near future. This will simplify selling alcohol at events rather than asking for donations.
- c) **Council again funds Christmas Cheer** – Council have advised they will again be offering “Christmas Cheer” funding to the Shire as they did in 2021. Assuming it is the same offer we will receive \$2,500. The Committee will discuss what we should do, if it should be similar to our 2021 event and would welcome suggestions from members.
- d) **Council’s Operation Plan on display** – Council’s operational plan is on public exhibition.
 - a. There is \$150,000 for new footpaths and we will be writing to support this and ask for the initial new footpath to infill the Ellsmore Road section of the walking loop be funded. This is about \$40,000. There is \$500,000 for the next year and we will ask that the new footpath from Warrigal to the Village Centre be “prebooked” for that year. This is about \$110,000.
 - b. While we note there is \$100,000 for the reroofing of the Bundanoon Oval amenities shed, we are disappointed and will note that the reroofing of the Soldiers’ Memorial Hall is an urgent project as the Hall is being damaged on a continuous cycle due to the state of the roof. We will ask for this to be included in the 2022/23 program.

7. Subcommittee Activities (or updates)

- a. **Hall Convenor –**
 - i. Key Lockbox - thanks to suggestion by Leeanne Tyler-Olsen (Hall Booking Officer) a key lockbox has been installed near the AED at the front entrance. This will make issuing and returning keys for hall hire far more convenient for the Hall volunteers and hirers. The lockbox installation was approved by Council following their guidelines to protect the Hall.
 - ii. Lock for lower crash doors. The side exit doors of the Hall on Church Street are getting a lock installed similar to the lock on the supper room door. This will enable access to the Hall by hirer’s without going through the Supper Room and disturbing anyone in Room. The lock should be installed in the next few weeks and will be keyed to the existing Supper Room door lock.

- b. **Hall technical assets** – new cordless microphones and three hanging microphones have been installed. This was funded by a Council Community Assistance Scheme grant.
- c. **Village Sign** – Bundanoon Plastic Free As We Can Be Subcommittee Convenor to report.
- d. **Arts Bundanoon (Music at Ten)** – (from Convenor Timothy Hone) Music@10 had a fabulous concert last Saturday with the Ben Adler Quartet, the audience (105 of them!) were so energized and enthusiastic afterwards.
- e. **Rex Cinema** – (from Donna Andrews) next movie is “Juliet, Naked” Saturday 28 May. Doors Open 7pm. \$10 per adult. Tickets from Trybooking www.trybooking.com/BZPKK or at the door. **Juliet, Naked** is a charming British indie film based on Nick Hornby's novel of the same name. It centres on the story of Annie (Rose Byrne), and her unlikely friendship with singer-songwriter Tucker Crowe (Ethan Hawke), who is also the subject of her boyfriend's (Chris O'Dowd) long-time music obsession. Critics say “Warm, smart and funny!” “Irresistible”. Everyone welcome! Rated M (language).

8. Any Other Business or Announcements

9. Guest Speaker – Stuart Reid. Stuart is a long-term BCA member and has been involved in Bundy on Tap (now Bundanoon on Tap), Rex Cinema, where he is convenor and on the BCA Committee. In between Stuart is half of Reid Brothers Furniture, a local Bundanoon business building fine furniture and fitouts.

10. Refreshments

Next meeting:

General Meeting, 16 June at 7.30pm
in the Bundanoon Soldiers' Memorial Hall

DRAFT

Bundanoon Community Association Inc.
GENERAL MEETING
Bundanoon Soldiers' Memorial Hall
Thursday 21st April 2022
MINUTES

Acknowledgement of country, and Welcome to members and visitors

Attendance and Apologies. 19 Members in attendance. Apologies Christine and Henk Janssen, Greg Olsen, Leeanne Tyler-Olsen, Ralph Clark, Pam Davies. Minutes for the meeting Trevor Wright

1. **Confirmation of Minutes** – BCA General Meeting, 17 March 2022. Proposed Trevor Wright, seconded Ann Rocca

2. **President's Report**

Tabled

3. **Correspondence**

Tabled

4. **Report of Committee Meeting** 7 April 2022

Tabled

5. **Treasurer's Report**

Tabled

6. **General Business**

- a) **Business arising** from the previous meeting minutes and correspondence (if any)
 - a. **Jubilee Tree Planting** – our working group was successful in their expression of interest and have been invited to submit a proposal to our Local Member. The plan is for a commemorative planting of mature trees near the RSL to complement the plaque commemorating the Coronation of Queen Elizabeth in 1954.
 - b) **BCA Secretary** – Christine Janssen, who is the convenor and editor of the JCG Magazine, and has been a past President and other roles, has kindly offered to be the BCA Secretary. The Committee endorsed the appointment as per their powers under the Constitution.
 - c) **Meet the Candidates.** The Committee have decided not to hold a “meet the candidates” evening for the Federal election. Several Committee members noted that we have not traditionally held a meeting for Federal elections. Council elections are very relevant to the community, and we will continue to hold these. One member expressed a view that meet the candidates meetings for all levels of government were valuable and should be held. **No further action proposed.**

- d) **2023 Calendar** – Lyndell Giuliano has proposed, and the Committee accepted a proposal for a 2023 Bundanoon calendar. It will again feature the artwork of Sonja Bowden, who recently won first prize at the Royal Easter Show for her artwork. As well as the calendars, there will be an auction of the original artworks.
- e) **Council's Recreation Strategy** – Council's consultation recently had a survey for a regional recreational facility and regional swimming facility. Several members noticed the survey was heavily skewed toward the proposals and focussed on what facilities were wanted. It made no mention of the alternative of well-resourced local facilities in towns and villages. The BCA will be writing to Council putting our view that we support good recreation facilities in Bundanoon including our Pool, skatepark, playground and walking tracks and we are not in favour of regional facilities at the expense of local facilities.
- f) **AED and CPR training** – we did a presentation of our CPR manikin and AED trainer at the recent Garden Club meeting. This was very well received, and we are running two courses on 21 April and another (bookings available - <https://www.trybooking.com/BYWDC>) on 30 April. The feedback from the training is overwhelmingly positive. Please book for a course and also encourage your friends to do the same. The only limitation is if you cannot easily kneel over and perform (quite strenuous) rocking with locked arms for the CPR compressions.
- g) **Footpaths** – Council's Asset Manager visited Bundanoon and we walked the two proposed sections for footpath infills. Funding will (always) be an issue and we need to remain polite, persistent and positive. We will “apply” for the completion of the loop track (~\$40,000) as the first priority and the footpath from Warrigal to the pedestrian railway crossing (~\$100,000) as the second as a submission to the 22/23 Operational Plan when it is on exhibition. It is likely There will be \$150,000 for new footpaths across the entire Shire for 22/23.

7. Subcommittee Activities (or updates)

- a. **Melting Pot – Noises Off.** Noises Off was both a performing and financial success. Congratulations to the cast and crew for an entertaining an ambitious production with close to full houses and a set that must be one of the best ever seen in the Hall.

8. Any Other Business or Announcements

- a. **Hall roof** – after the recent heavy rain more leaks have been discovered in the Hall. The Supper room store room has ceiling damage and one of the storage cupboards has a leak in the ceiling that has damaged some BCA permanent records. We are hoping the roof replacement is included in Council's 2022/23 Operational Plan for Capital works
- b. **Jubilee Tree Planting** – Bruce Marshall updated the meeting on the grant application. Six mature trees are proposed to be planted behind the RSL (crown

land). The project includes the BCA, The Bundanoon Men's Shed, the Bundanoon Garden Club and the Bundanoon History Group.

- c. **Errors in BCA AGM booklet financial statements.** Peter Brown raised two issues with the 2022 AGM booklet. The treasurer's report contains an incorrect figure for equity and there is page repeated in the financial statements and another page missing. Peter suggested the corrections are made and the next General Meeting moves to adopt the corrected version.

Meeting closed at 8:25pm

- 9. **Guest Speaker – Michael Bull of Audible Hearing.** Michael provided an informative presentation and demonstration of modern hearing aids. He is an audiologist with his practice in Moss Vale and a Bundanoon resident.

10. Refreshments

Next meeting:

General Meeting, 19 May at 7.30pm
in the Bundanoon Soldiers' Memorial Hall

CORRESPONDENCE

This is a summary of correspondence received up to the Committee Meeting of 5 May 2022.

Correspondence – President 97 in, 115 out since 1 April to 5 May. Summary of major items below

- a) Stage mics in Hall – quotes and purchase from Luminous. Part of Council Grant
- b) Lock box – approvals, insurances, forms, installation between Council, contractors
- c) Community member - potential “arts trail” in Bundanoon. Insurance, involvement of others on committee
- d) Powerhouse – finalising deed of agreement for the two Camebak bottles
- e) Lock to lower Hall door - Council
- f) Heart of the Nation Project – mapping AEDs. BDCU and Greg Page.
- g) Onemusic – clarifying licence for performing/copying music for BCA not just Bundanoon Sings!
- h) Footpaths – member asked why Penrose Road was not in proposal
- i) Council – water damage to BCA records in Supper Room, leaks in roof, damaged ceilings
- j) Fair Trading – asking what annual reports we need to lodge and updating Public Officer contact
- k) Sale of alcohol in the Hall. History Group, Uniting Church, Council

COMMITTEE UPDATE – May 2022

The Committee met on May 5. Below are items provided for information or comment that were discussed or decided that are not in the business for this general meeting. If you have any questions or would like clarification, please raise this at the end of general business.

New Convenors and Convenors meeting. New convenors meeting arranged for Friday 6 May.

Covenant on alcohol sales in Hall – see General Business

Errors in AGM Booklet – see General Business

Arts Grant – engineers structural quote received, still seeking second quotes for loft extension, projector and screen

TREASURER’S REPORT

Balance Sheet as 17 May 2022

17 MAY 2022

Assets

Bank

BDCU Account	28,656.09
BDCU Burgess St Storage/Winterfest Term Deposit	68,390.68
BDCU Online Saver	45,212.93
BDCU VISA Debit Card	772.96
Total Bank	143,032.66

Current Assets

Accounts Receivable	4,290.79
Cash Floats	650.00
Petty Cash Floats	200.00
Total Current Assets	5,140.79

Fixed Assets

Accum. Depreciation: Computers	(5,436.00)
Accum. Depreciation: Equipment	(30,791.00)
Accum. Depreciation: Furniture	(24,748.00)
Computers at Cost	7,925.25
Equipment at Cost	69,109.55
Furniture at Cost	55,540.55
Inventories	2,871.40
Total Fixed Assets	74,471.75

Total Assets

222,645.20

Liabilities

Current Liabilities

Accounts Payable	422.53
Accruals	2,457.70
GST	1,489.08
Hall Bonds Held	1,400.00
Rounding	6.00
Total Current Liabilities	5,775.31

Total Liabilities

5,775.31

Net Assets

216,869.89

Equity

Current Year Earnings	9,632.85
Prior Year's Surplus/Deficit	207,237.04
Total Equity	216,869.89

Profit and Loss YTD to 16 May 2022 Breakdown by subcommittee

	Total Trading Income	Total Other Income	Total Operating Expenses	Net Profit
Administration	6,063.74	37.57	8,532.46	-2,431.15
Bundanoon - Plastic Free As We Can Be				
Bundanoon on Tap	101.82			101.82
Bundanoon Pipes & Drums	300.00		207.27	92.73
Bundanoon Sings!			261.44	-261.44
Bundanoon Ukesters				
De Meyrick Reserve				
Garden Ramble			62.73	-62.73
Glow Worm Glen Track				
Green Team			714.50	-714.50
Hall (Soldiers' Memorial Hall)	8,628.45		3,315.54	5,312.91
Hall Technical Assets			1,387.27	-1,387.27
JCG Jordan's Crossing Gazette	8,338.94		7,704.98	633.96
Leaver Park				
Melting Pot Theatre	8,101.07		5,467.98	2,633.09
Membership	319.32			319.32
Music at 10	1,927.67		2,636.37	-708.70
Needle and Natters				
Rex Cinema	863.61		577.27	286.34
Welcome Packs				
Winterfest	7,616.39	11.38	2,190.00	5,437.77
Unassigned	813.81		433.11	380.70
BCA Total	43,074.82	48.95	33,490.92	9,632.85

Notes:

- Administration income is council rebate for Good Yarn rent for 2021.
- Hall Net Profit includes \$1,400 in bonds held so actual net profit is closer to \$3,900
- Hall technical assets will balance as the expense will be covered by a grant
- Melting Pot Theatre is an excellent result after Noises Off
- Music at Ten excludes around \$1,000 in cash to be banked so net profit is around \$300.

Treasurers' Report

The financial position of the Association remains strong despite the impacts of COVID-19.

The calendar year 2021 ended with total equity of \$179,923, a reduction of \$24,506 compared with 2020.

From Page 35 – this should be “with total equity of \$207,237 an increase of \$1,596 compared with 2020”

Page 41

Income & Expenditure Statement

	2021	2020
Equipment	5,064	1,407
Film Rentals	842	701
Hall Hire Internal Transfer	177	3,306
Hire & Rental Costs	910	4,609
Legal Fees	-	274
License fees	821	1,534
Meeting Expenses	393	408
Mobile Phone Expenses	150	255
Other Expenses	2,287	1,036
Piano Tuning	164	164
Postage	558	774
Power & Energy	3,290	4,003
Printing	24,792	37,498
Public Liability Insurance	3,286	-
Purchases	1,652	2,956
Repairs & Maintenance	1,298	113
Signage	-	50
Stationery	116	1,029
Sundries	63	328
Trophies	-	129
Uniforms	2,120	-
Waste Removal	211	830
Welcome Packs	149	-
Equipment Hire	616	-
Refunds	311	-
Refreshments	809	-
Reimbursements	358	-
Jordans Crossing Gazette Expenses	8,071	-
Storage	3,343	-
Winterfest 2021 Expenses	18,436	-
Square Fees	15	-
Insurance	1,818	-
Online Subscription	612	-
Total Expenditure	113,311	107,174
Current Year Surplus/ (Deficit)	1,596	(16,718)

This is a production error. The second page of the Income and Expenditure Statement was duplicated and replaced the first page of the Profit or Loss Statement.

Attachment Six – Corrections to AGM booklet

Page 41 correct version from the auditor's report. The second page of the report is correct in the AGM booklet on page 42.

Assets & Liabilities Statement

Bundanoon Community Association Incorporated As at 31 December 2021

	31 DEC 2021	31 DEC 2020
Assets		
Current Assets		
Accounts Receivable	5,252	7,391
Bank Accounts		
BDCU Account	9,472	30,920
BDCU Burgess St Storage/Winterfest Term Deposit	60,377	74,510
BDCU Online Saver	50,189	62,087
BDCU VISA Debit Card	1,735	767
Total Bank Accounts	129,773	168,284
Cash Floats	850	1,350
Deposits to Suppliers	-	300
Prepayments	-	800
Inventories	2,871	3,205
GST Receivable	273	-
Total Current Assets	139,019	181,330
Non-Current Assets		
Computer Equipment		
Computers at Cost	7,925	7,925
Accum. Depreciation: Computers	(5,436)	(4,304)
Total Computer Equipment	2,489	3,621
Furniture & Fittings		
Furniture at Cost	55,541	55,541
Accum. Depreciation: Furniture	(24,748)	(22,400)
Total Furniture & Fittings	30,793	33,141
Plant & Equipment		
Equipment at Cost	69,110	61,245
Accum. Depreciation: Equipment	(30,791)	(25,035)
Total Plant & Equipment	38,319	36,210
Total Non-Current Assets	71,600	72,971
Total Assets	210,620	254,302
Liabilities		
Current Liabilities		
Accounts Payable	2,458	9,985
Grants Received in Advance	-	37,000
GST Payable	-	1,026
Hall Bonds Held	925	650
Total Current Liabilities	3,383	48,661
Total Liabilities	3,383	48,661