

MINUTES OF THE ANNUAL GENERAL MEETING OF MANGROVE MOUNTAIN MEMORIAL CLUB LIMITED HELD AT HALLARDS ROAD, MANGROVE MOUNTAIN ON 12<sup>TH</sup> DECEMBER 2021

Meeting opened at 9:30a.m. Doors closed and locked at request of Chairman.

CHAIRMAN: Mr Keith Robson  
Mr K Robson welcomed Members to the Meeting, especially all the Life Members present.

PRESENT: 21 Members as per the Attendance Register

APOLOGIES: Keith Mitchell  
Moved Mr Tim Wadick and seconded by Mr Col Moran  
"That the apologies be accepted."

**MOTION CARRIED**

MINUTES: Mr Keith Robson asked if there was any discussion or matters arising out of last year's minutes.

Moved Mr Denis Ward                      Seconded Mr Denis Ward  
"That the Minutes of the Annual General Meeting held Sunday 1<sup>st</sup> November 2020, be accepted."

**MOTION CARRIED**

PRESIDENT'S/

BOARD REPORT: Mr Keith Robson read from Annual Report.

Dear Members

2020/21 has certainly been unique year to say the very least. From floods cutting through the golf course to Covid restrictions, the word that comes to mind is unprecedented. Despite these challenges, the club has still performed quite well.

Financially, MMMC has performed very well. The club has had a sizable profit for the year 20/21, which are the results of conservative management during challenging times. This places MMMC in a good position to invest back into the club in the future.

Golf has improved throughout the year with total rounds completed reaching levels not seen in many years. This can be directly tributed to the quality of the course. Many thanks to the course superintendent, Steve Fury. Steve and his apprentice Michael Hunt's tireless efforts continue to have the course looking and playing superb.

I would also like to thank the many hours that our volunteers have donated. These labours are very much appreciated, and the club and course have benefited greatly. The revenue from the Saturday morning BBQs have helped pay for equipment on the course. The club obtained a new shed to house the Golf carts and this was purely assembled by volunteers

We have also done some renovations this year as we continually look at improving the clubhouse for our members and guests. The air conditioning was replaced throughout the club to create a more conformable environment.

We had the resignation of our former CEO Mr Paul Alexander in March, Paul performed this role for 10 years and created a friendly and inviting atmosphere. Paul can be attributed with the great

financial result this year and the position of the Club. I would like to thank Paul for his contribution over this long period of time and wish him all the success in the future.

Also I would like to welcome our new CEO Lachlan Ford. Lachlan started with Mangrove Mountain Memorial Club in the late part of May this year. He has come from a long career in the hospitality industry and I believe he will continue to create a friendly and inviting atmosphere where Paul left off.

I like to show my appreciation for the commitment shown by the staff. Executive secretary Gwen Ward, her continued dedication to the club is an asset that can't be measured. Thank you to pro shop team, Dave Corbett and Tammy Jones. Dave Mustard and his catering staff as well as all the Bar staff.

After all that happen this year I couldn't believe that on June 26<sup>th</sup> we went into Covid lockdown again. This resulted in the club house closed for the last 4 days of the financial year. How this will affect the 21/22 results, we will know at a later date. Yet we got through one Covid lockdown, we can surely do it again.

I must thank my fellow directors for their continued hard work in incredibly challenging times. This results in many unseen outcomes that always benefits the club in some ways.

Finally a massive thank you of course to our wonderful members who have shown their support for the club in these unprecedented times. Having this support and loyalty ensures the clubs survival and I hope your support continues for years to come.

Once again thank you

Keith Robson  
President

Moved Mr Tim Wadick

Seconded Mr Ron Ward

"That the President's Report be accepted."

## **MOTION CARRIED**

CEO REPORT: Mr Lachlan Ford read from Annual Report

Dear Members,

First of all I would like to introduce myself. My name is Lachlan Ford and I was appointed Chief Executive Officer of MMMC on the 28<sup>th</sup> May 2021. I've had over 25 years' experience in the hospitality industry with a passion to provide first class service. With that being the case, I've only contributed one month to the Clubs results of the last year. Granted with a large profit.

Since starting 6 months ago I've taken the time to meet as many members as could. Learning and understanding the local community has been a joy, and the knowledge I've gained along the way has been priceless.

Covid forced a lockdown on the last 4 days of the financial year, which for me has been a challenge just keeping the club operational. We have managed to ride through the Covid period with the Golf course remaining open as well as offering take away food and beverages. These challenges have kept me busy over this time.

I would like to extend an enormous thank you to our Executive Secretary Gwen Ward and the whole Mangrove Mountain team for all their hard work over the last few months. Gwen's incredible knowledge of Mangrove Mountain Memorial Club and the surrounding area has been a great benefit to me since starting and would have made my role even harder without her dedication. I would also like to thank Mr Keith Robson and the entire board of directors for their support, guidance and warm welcome.

And to you the members of MMMC I have to extend a massive thank you. You have made me feel comfortable since joining the team as well as making me feel a part of the community.

I look forward to leading the MMMC team into the future and will continue to work hard to ensure the service provided meets all your expectations.

Lachlan Ford  
Chief Executive Officer

## TREASURERS'

REPORT: Mr Peter Coates read from Annual Report

Dear Members

There have been no material or significant changes to the principal activities of the Club, nor the accounting procedures applied to the financial statements, which have been subject to the formal audit by CWBS Accounting Professionals.

After the 2019-2020 Financial Year, which brought us first the NSW Bushfire crisis, and then swiftly rolled on to the appearance of COVID-19 in March 2020, and the significant impact which the virus and the attempts to contain and manage the virus by State and Federal Governments, has had on the hospitality industry as a whole, we have seen some quite important effects on the financial performance of the Club in the most recent financial year.

While we have seen a continued increase in some of the expenses and costs arising from COVID compliance, as well as lockdowns and capacity restrictions having an impact on the numbers allowed in the bar and restaurant at times, the overall Club revenue increased by 22% this year to \$2.7 million, resulting in an actual pure profit of \$52,608 as against the loss of \$248,357 the prior year, before any government support is included.

The financial result of the year to 30<sup>th</sup> June 2021 has been an overall profit of \$265,608, which is a significant improvement from the overall loss of \$53,357 in the year to 30<sup>th</sup> June 2020, noting that we received a total of \$213,000 in government support from Jobkeeper and grants this year, which is only slightly up from the \$195,000 in the prior year.

Financial highlights for the year include:

- Paying back \$310,000 of the Club's bank loans to reduce our debt level
- Cash flow improvement from \$92,000 last year to \$367,000 this year
- Investment in the Club increased from \$43,000 to \$250,000 for Property, Plant & Equipment
- Total Revenue increase of 21.7% to \$2.93 million, driven by:
  - Membership increases of 26% to \$43,470
  - Golf Course contribution to the Club revenue has increased again by 35%, including Green & Competition fees, Footgolf, Pro-Shop and Cart hire
  - The Bar takings for in-house and off-sales increased by 20% overall
  - The Restaurant and Catering revenues increased by 20% for the year
  - The Gaming revenues have increased by 25%

We have continued with the Return & Earn scheme (\$10,000) with the funds going directly to the Club debts.

Members Promotions have seen nearly \$20,000 in points redemption in the year, and the Raffles have brought in \$36,000, 15% up from the prior year.

It has been another very challenging year for the Club, yet we have come through this financially stronger than ever, with a much reduced level of debt, improved revenues in all areas, and an overall financial position that many small regional Clubs would envy.

This is hoped will enable the Club to stand firm in the face of the continued COVID-19 disruption which has hit us hard in the first 4 months of the new financial year, and continue to grow the membership and the success of the Club in supporting our local community.

Peter Coates  
Hon. Treasurer

Moved Mr Peter Coates      Seconded Ms Nicki Ward

“That the Balance Sheet and Accounts and the Report of the Auditor be received.”

### **MOTION CARRIED**

### **NOTICE OF**

**MOTIONS:** Mr Keith Robson stated that in accordance with the guidelines set down by the Department of Gaming and Racing there were a number of Resolutions that were required to be approved by members.

Mr Denis Ward moved a Motion and seconded by Mr Tim Wadick

*“That the Notices of Motion listed in Business and known as Annexure A, be moved as a block and not individually.”*

### **CARRIED UNANIMOUSLY**

Moved by Mr Tony Smith and seconded by Mr Ron Ward

“That all Resolutions known as Annexure A be passed”.

### **CARRIED**

### **FIRST RESOLUTION**

- a) The members hereby approve and agree to expenditure not exceeding \$6,000.00 by the Club until the next Annual General Meeting of the Club on the following activities of Directors;
  - i) 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 the meeting when that meeting corresponds with a normal meal time and for each Duty Director when on Duty.
  - ii) Reasonable expenses incurred by Directors in travelling to and from Directors meetings or other duly constituted Committee meetings as approved by the Board from time to time on production of invoices, receipts or other proper documentary evidence of such expenditure;
  - iii) Reasonable expenses incurred by Directors in relation to such other duties including entertainment of special guests to the Club and other promotional activities performed by Directors including attending functions at other Clubs to represent the Club which activities and the expenses therefrom are approved by the Board before reimbursement is made and then only on production of receipts, invoices or other proper documentary evidence of such expenditure.
- b) The members acknowledge that the benefits in paragraph (a) above are not available to members generally but only for those who are Directors of the Club.

### **SECOND RESOLUTION**

- a) The Members hereby approve and agree to the expenditure by the Club not exceeding \$5,000.00 for the professional development and education of Directors until the next Annual General Meeting and being;
  - i) the reasonable cost of Directors attending at the Registered Clubs Association’s Annual General Meeting;

- ii) the reasonable cost of Directors attending seminars, lectures, trade displays and other similar events as may be determined by the Board from time to time;
  - iii) The reasonable cost of Directors attending other Registered Clubs for the purpose of viewing and assessing their facilities and methods of operations provided such attendance's are approved by the Board as being necessary for the betterment of the Club.
- b) The members acknowledge that the benefits in paragraph (a) above are not available to members generally but only for those who are Directors of the Club.

### **THIRD RESOLUTION**

- (a) The members hereby approve and agree to expenditure by the Club of a sum not exceeding \$2,000.00 on a President's Night in order to give thanks to various members of the Club who have assisted the Club including;
- Voluntary helpers
  - Representatives from the Club's sporting sections
  - Representatives from other R.S.L., Services, Memorial & Golf Sections
  - Directors and their spouses
  - Managers and their spouses
- (b) The Members acknowledge that the benefits in paragraph (a) above are not available to members generally but only to those who are invited to attend the President's Night.

### **FOURTH RESOLUTION**

- (a) The Members hereby approve and agrees to the provision of reasonable free drinks (been not more than three standard drinks per person per day) for members of the Club who perform voluntary work for the Club on completion of the particular work for each day.
- (b) The members acknowledge that the benefits in paragraph (a) above are not available to members generally but only to those who perform voluntary work for the Club.

### **FIFTH RESOLUTION**

- (a) The members hereby approve and agree to the provision of designated carparking spaces for each of the Directors of the Club and limited designated carparking spaces for Life Members.
- (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 or Life Members.

### **SIXTH RESOLUTION**

- (a) The Members hereby approve an Honorarium for the President in the sum of \$750.00.
- (b) The Members hereby approve an Honorarium for the Vice President in the sum of \$300.00.
- (c) The Members hereby approve an Honorarium for the Honorary Treasurer in the sum of \$300.00.
- (d) The Members acknowledge that the benefits in paragraph (a) and (b) and (c) above are not available to members generally but only to the President, Vice President and Treasurer of the Club.

### **SEVENTH RESOLUTION**

- (a) The Members approve of and agree to the expenditure by the Club of a sum not exceeding \$2,000 over the following year for the provision of Club apparel, golf balls, lunch and beverages to members of Teams and respective Presidents and Captains representing the Club in any competition or event as determined by the Board.
- (b) The Members acknowledge that the benefits in paragraph (a) above are not available to members generally but only to those who represent the Club in competition.

### **EIGHTH RESOLUTION**

- (a) The Members hereby approve of and agree to the expenditure by the Club of a sum not exceeding \$500.00 for a meal for the Ladies and Men's Golf Committees prior to the completion of their term on said Committees.
- (b) The Members acknowledge that the benefits in paragraph (a) above are not available to members generally but only to those who serve on the Ladies and Men's Golf Committees.

Life Membership for Colin Aldrick –

Nominated by Ronald Ward seconded by Denis Ward

Keith Robson requested Colin Aldrick to leave the Meeting whilst his nomination was discussed.

Keith Robson stated this nominated had been presented to and discussed by the Board of Directors. This nomination is now presented to the members for their approval.

Mr Lachlan Ford read the received letter for the nomination from Ronald Ward and Denis Ward.

Ron Ward spoke of the amount of volunteer work Colin has done for the Club particularly on the Golf course and with the machinery and feels he is worthy of the honour.

Added the disclaimer that he is not related to Colin. (laughter)

Keith Robson asked for those in favour of granting a Life Membership to Colin Aldrick to raise their hands.

### **CARRIED UNANIMOUSLY**

Mr Colin Aldrick re entered the meeting and Mr Keith Robson congratulated him on becoming a Life Member of the Club.

Mr Colin Aldrick thanked Mr Keith Robson, members and Mr Ron Ward and Mr Denis Ward for the nomination. That Mangrove was a great Club with wonderful members & staff. Thank you.

### **ELECTION OF AUDITOR:**

Moved by Mr Peter Coates and seconded by Mr Tim Wadick

“That Mr Garry Chapman of CWBS Accounting Professionals remain as Auditor.”

### **CARRIED**

### **ELECTION OF**

**OFFICERS:** Mr Keith Robson asked for nominations for a Returning Officer.

Moved by Mr Ron Ward Seconded by Mr Tony Smith

“That Mr Denis Ward be nominated for the position of Returning Officer.”

### **CARRIED**

Mr Keith Robson stated that this year the positions of Vice President and one Committee member were open for re-election. He thanked the Directors, and noted that both incumbents were re standing and that there was no other nominees for these positions.

Mr Denis Ward declared the positions vacant.

There been only two nominees, the two Committee positions are as follows:

Mr Colin Aldrick returned unopposed as Vice President.

Mr Lindsay Robson returned unopposed as Committee member.

The Board for the year 2021 -2022

PRESIDENT	Mr Keith Robson
VICE PRESIDENT	Mr Col Aldrick
TREASURER	Mr Peter Coates
COMMITTEE	Mr John Spargo
	Mr Lindsay Robson
	Mr Matthew Smart
	Mr Richard Jack

Mr Denis Ward thanked all Board members, for their efforts and involvement in running the Club.

Mr Keith Robson thanked the Returning Officer and welcomed Mr Matthew Smart onto the Board.

#### ELECTION OF

PATRONS: Mr Denis Ward called for election of Patrons.

Moved by Mr Col Aldrick seconded by Mr Keith Robson

“That the Patrons of the Club be Mr Denis Ward and Mr Ron Ward.”

All in favour

**CARRIED**

Mr Keith Robson thanked the Returning Officer and welcomed Mr Colin Aldrick and Mr Lindsay Robson back to the Board.

#### **GENERAL BUSINESS:**

Q Mr Ron Ward asked if there was any new information on the Landfill site.

A Mr Keith Robson indicated the Club had not been informed of any new developments. Stating that he was aware there had been Court proceeding, but the Club is no longer involved. Mr Keith Robson indicated that the Club would contact the Landfill operator for information.

Q Mr Al Cox stated as the Club leases the land, some information should be able to be obtained.

A Mr Keith Robson stated they would contact the Landfill operator for information.

Q Ms Nicki Ward requested information on the current Covid 19 restrictions and unvaccinated patrons.

A Mr Lachlan Ford stated, “The Club will continue to not allow unvaccinated patrons to attend the facilities.” This will continue until the end of January 2022 and be reviewed by the Board. The Board views this current ruling as the best outcome for both members and visitors to the Club.

Q Mr Terry Carr stated that no staff member had ever checked on his vaccination status.

A Mr Lachlan Ford thanked Mr Terry Carr for this feedback, and will reiterate to all staff that they are to check all patrons’ vaccination status.

Q Mrs Annette Ward enquired if there was a reason for the odour in the Ladies toilets, and if this could be rectified.

A Mr Keith Robson thanked Mrs Annette Ward for this information and will get Mr Lachlan Ford to follow up and try to determine the cause and get it remedied.

Mr Keith Robson asked if there was any other General Business, if not the meeting was closed.

**CLOSURE:** The President Mr Keith Robson thanked the members for their attendance at declared the meeting closed.

Meeting closed 9:57am

Signed as a true and correct record.

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PRESIDENT

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SECRETARY/MANAGER