

# **The Bundanoon Club Ltd**

ABN 92 001 962 068



## **Annual Report**

**For the year ended 30.6.2019**



## Notice of Annual General Meeting

Notice is hereby given that the Annual General Meeting of the Bundanoon Club Ltd will be held in the Club Auditorium, 70B Erith Street Bundanoon on

**Sunday 1<sup>st</sup> December 2019 commencing at 11:30 AM.**

### Agenda

1. To receive and confirm the Minutes of the 2018 Annual General Meeting held on Sunday 18<sup>th</sup> November 2018.
2. To receive and consider the 30th June 2019 annual accounts and the Auditor's report.
3. To appoint the Auditor for the ensuing year. Tim Allen of Laterals GLP Chartered Accountants is the current auditor and the Board recommends his reappointment.
4. To elect the Board of Directors for 2020.
5. To deal with any other business of which due notice has been given.
6. Questions and comments from members.

*Members are requested to give at least seven days written notice of any questions such as those relating to specific legislation or financial matters, in order that answers may be properly researched, and a complete answer given.*

By order of the Board of Directors.

Peter Ellsmore

Board Chairperson.

## **Board Elections 2019-2020**

Nominations are hereby called for the following positions:

Chairperson (one)      DeputyChairperson(one)      Directors (five)

A Nomination form is appended to the end of this report.

Nominations close at the commencement of the AGM.

# **The Bundanoon Club Limited**

**ABN 92 001 068 962**

## **Chairperson's Report**

On behalf of the Directors of the Club I submit for your consideration the Annual Report and Financial Statements for the year ended 30 June 2019.

### **Financial reports.**

For the financial year ended 30<sup>th</sup> June 2019, the Club made a profit of \$71,474, compared to \$8,059 for 2018, and losses for each of the proceeding 5 years.

Whist this is a much-improved result, we must be wary of becoming complacent. The profit of \$71,474 is underpinned by extra-ordinary items at \$25,441, leaving a normal profit of \$46,032. This figure of \$46,032 is further underpinned by significant contributions of volunteer labour and so should not be considered as a satisfactory long-term position. In fact, we have recently seen a decrease in the availability of volunteer labour, with a corresponding increase in paid wages.

Full copies of the audited financial reports for the year ended 30<sup>th</sup> June 2019 are available at the Club for perusal by members. They will also available to download from the Club's web site or from the Club's email newsletters. To save printing and postage costs, and as has been the practice in previous years, and as provided for by the Registered Clubs Act, only an abridged version of the accounts will attached to this Chairperson's Report when delivered by post.

## **Our Mission Statement.**

*The Bundanoon Club aims to provide a friendly, high-quality community facility, available for a wide range of activities and community groups. We will offer quality services underpinned by a transparent, accountable and profitable business practice to maintain long-term stability. We welcome the suggestions, ideas, and participation of our membership and the broader community. We will support local sporting, educational, cultural and social activities through profit sharing arrangements.*

## **Board and Volunteers - Thanks.**

Firstly, I would like to thank my fellow directors Steve Granger, Peter Cowling, Robert Hamilton, Melissa Ellsmore, Yvonne Boonham, Lee Borradaile and Kevin Dale and to Scott Kelly and June Newman, both of whom served as directors for a few months during the year. I would like to particularly recognize Peter Cowling and Melissa Ellsmore, both of whom are discontinuing as directors due to family commitments.

We also need to thank the many people who volunteer their time, which enables us to keep our costs down.

## **Thanks to Supporting Organizations.**

I would like to thank the Bundanoon Cricket Club, Bundanoon Bowling Club, Bundanoon Croquet Club, Bundanoon Tennis Club, Bundanoon Lions Club and Needles and Natter for the patronage of their members and for holding functions at the Club.

## **Daily Operations – Bar, Cleaning & Bistro.**

I would like to thank our regular bar staff Alison Meindl, Katrina Ganger and Kristen Kellond for the great work they have done. Our focus is on friendly and efficient service and I believe they have delivered this very well.

Kirsten has also taken over the cleaning of the Club premises and has managed to maintain the excellent standard set by Yvonne and Dick Boonham, who carried on the task as volunteers for about 18 months since the Club reopened in 2017. Thanks to Yvonne and Dick.

The bistro remains a focus of improvement and I think we are starting to see the results in higher quality and more consistent quality food delivered. We again thank Arnie Fabiano and his excellent team of BJ, Connor and Chester.

## **Memberships.**

Rebuilding membership back to about 500 currently, versus about 420 at the end of 2018. Our target is 800.

## **Redecorating.**

The Board is looking to redecorate the Club in the next 12 months. Please refer to the end of this report for some proposed images. Although not finalized, we need to offer our thanks to Helen Stubbs for the production of these wonderful concepts.

## **Board and Volunteer - Opportunities:**

In addition to the need to replace retiring board members, we have identified 3 keys roles that are critical to the future success of your Club. If these 3 roles are filled by people with the requisite skills and enthusiasm, we will see a significant difference to the prosperity and sustainability of your Club. Each role can be filled by one or more persons working as a team, and these people can fulfil the role as volunteers only, or preferably, as directors.

- **“Functions and Events and Venue Hire”**. This role is primarily concerned with the promotion of, and taking bookings for, functions and events, but does not extend to running the functions and events, which is taken care of by the bar and bistro managers.
- **“Advertising and Signage Sales”**. This role is concerned with the sale of advertising space within the Club, both on fixed signage around the greens and on television screens within the Club.
- **“Grant Applications”**. There are numerous grants for which the Club may be eligible. We are seeking someone with the energy and expertise to apply for these grants.

## **Garden Planning and Maintenance.**

It would be great if we had one or more volunteers, who were willing to take responsibility for the gardens around the club. Primarily this means mowing lawns and pruning the hedges.

## **The Future.**

The Club has certainly stabilized over the past 2 years, and whilst there is room for optimism, there is no room for complacency. We need the ongoing commitment, attendance and support of the members and the broader community.

Having said that, the board remains focused on improving the quality of our product. Our aim is for the Club to become a “venue of choice”, rather than hoping the members will attend out of a “sense of obligation”.

Yours faithfully

Peter Ellsmore  
Board Chairperson  
06/11/2019

# Proposed Club Repainting and Decorating

## New Corporate colours for Bundanoon Club - *Front driveway entrance*



For safety, these signs need to be straightened



Original structure left to show comparison to newly renovated pylon.

Polish and retain historical plaque.

Bollard lights running along both sides of driveway for safety.

Silver outdoor downlight.

"The Bundanoon Club" silver cut out letters on same timber as inside Club. Will need to varnish timber for outdoor use.

Plant a variety of native shrubs at entrance on both sides.

*Paint for pylons and all other exterior of the Club suggest: Dulux "Texture Rock" in Colourbond "Dune"*



## New Corporate colours for Bundanoon Club - Side Entrance and Car Park



Under eaves painted white

Front door sanded back and repainted **Black** in low sheen.

Timber over front entrance door.

Roof, sidepanel of roof, roof guttering, above windows and exterior columns painted in **Colourbond Monument** low sheen.

"The Bundanoon Club" has silver cut out letters to match outside gate entrance. Spotlight over lettering would be ideal.

Exterior Silver downlights to replace existing lighting.

White line to separate parking spots to make it easier for Patrons to park.

**Colourbond Dune** with the "Texture Rock" Low Sheen finish on all exterior walls. Downpipes to be painted in in Dune low sheen (no texture).

Horizontal and vertical railing on deck painted in **Colourbond Monument** low sheen. Stainless Steel cabling between top of handrail and base. Repeat the look on the new handrail along the ramp leading to front door.

Window treatment of white roman blinds add to the clean modern feel and give some privacy in the hall.

Plant a variety of native shrubs at entrance with bark chip to neaten finish.



## New Corporate colours for Bundanoon Club - Side Entrance and Car Park - unpainted brickwork



Under eaves painted white

Front door sanded back and repainted **Black** in low sheen.

Timber over front entrance door.

Roof, sidepanel of roof, roof guttering, above windows, exterior columns and exterior kitchen door painted in **Colourbond Monument**

"The Bundanoon Club" has silver cut out letters to match outside gate entrance. Spotlight over lettering would be ideal.

Exterior Silver downlights to replace existing lighting.

White line to separate parking spots to make it easier for Patrons to park.

Horizontal and vertical railing on deck painted in **Colourbond Monument** low sheen. Stainless Steel cabling between top of handrail and base. Repeat the look on the new handrail along the ramp leading to front door.

Window treatment of white roman blinds add to the clean modern feel and give some privacy in the hall.

Plant a variety of native shrubs at entrance with bark chip to neaten finish.

## New Corporate colours for Bundanoon Club - Bar area



Dark Green/Grey  
Low sheen Paint  
above Bar area.

Typeface for wording  
is in Helvetica Regular  
silver 3D cut out.

Black bar counter top  
in Laminex or similar.

Bar facade in a light to mid  
real timber about 120cm deep  
applied horizontally. Panels  
have a gap of about 5mm  
between them showing black  
behind.

Black kick rail under bar.

Mid grey square format  
tiles about 30x30cm  
with lighter grey grout.

\* Would suggest some spot lights  
in appropriate areas if budget allows.



## The Bundanoon Club Limited

### Board Nomination and Acceptance Form

I (Full Name)

OF

Full Residential Address

Contact Phone Number(s)

Membership Number

HEREBY NOMINATE

Full Name

Membership Number

FOR THE POSITION(S) OF

Director

Signature of Proposer

Date:

SECONDER

Full Name

Full Residential Address

Contact Phone Number(s)

Membership Number

Signature of Seconder

Date:

I (Full Name)

OF

Date of Birth and Place of Birth

Any Former Names

Full Residential Address

Email Address

Contact Phone Number(s)

Membership Number

HEREBY ACCEPT THE NOMINATION FOR  
THE POSITION(S) OF

Director

I am aware of the responsibilities of a Director under Corporate law,  
the Registered Clubs Act & Regulations, the Gaming Act, the Anti-  
Discrimination Act and the Articles of Association of the Club.

Signature of Candidate

Date: