



MINUTES OF ANNUAL GENERAL MEETING

Date of Meeting: 9 February 2019
Time of Meeting: 2.12pm
Minutes Prepared By: Aleira Plath

1.1 Attendance at Meeting

Janet Kelly Anthony Davies

Di Phelan Amarta

Sarah Lawler Kerry Rooney

Miz Plath Romney Kelly

Brent Wallis Leanne Pattison

Libby Melton Jodie Finney

Catherine Lumley Sally Hughes

1.2 Apologies

Keith Howker

Elizbeth Price

2. Confirmation of minutes of previous AGM, February 2018

Moved By: Brent Wallis

Seconded By: Kerry Rooney *Carried*



3. President's Annual Report

Moved – Romney Kelly Seconded Di Phelan – Carried

Busy Year

- *Spring Fair – successful 2017 made us continue it on for 2018*
- *MMM – fire buckets and warm food made us think we could hold an event during winter, it was fantastic. Great relationship with RFS. We did learn a lesson in terms of the date and have scheduled it for 6 April 2019.*
- *Rope play ground was installed.*
- *Continuing scape street (still waiting for council)*
- *Libby is leaving us this year. Thank you for all of your hardwork and many hours that you have contributed to the committee.*

4. Treasurer's Annual Report

Moved – Kerry Rooney Seconded Di Phelan – Carried

Treasurer's Report AGM 9 February 2019

This year I have reported on our financial performance for the calendar year ending 31 December 2018. In previous years we reported on the year ending at the date of the AGM, but this is an unusual custom.

MRCA's financial position has changed little over the last year.

Our balance sheet shows that our assets exceed our liabilities by \$4,762.54

- ❖ **Cash at the bank is \$15,636.** This includes our share of the Spring Fair Account, which is a joint account with the Michelago Rural Fire Service.
- ❖ Our biggest liability is a grant sitting in our bank account for tennis participation.



- ❖ Our other liabilities include undistributed profits from two consecutive Spring Fairs.
- ❖ We are also awaiting the final invoice for the Clubhouse ceiling.

Our cash flow statement shows we had a decrease in our cash available over the year by \$1,208.

Our profit and loss statement for the year shows a net loss of \$1,208:

- ❖ This is in large part due to the expenditure on the Clubhouse at the Oval of \$2,850 – this included a new ceiling and painting of the interior. We do still need to fix the cupboard before the kitchen is useable.
- ❖ **The Spring Fair was a very profitable day with revenue exceeding expenses by \$6,900.** A detailed profit and loss statement is included in the papers here today. But the best earners were:
 - Sponsorships \$4,600
 - Stallholders \$2,055
 - Gate takings \$1,676
 - RFS BBQ \$1,360
- ❖ **The inaugural Michelago Music Muster was a profitable evening despite the bitter cold June evening. Revenue exceeded expenses by \$3,300.**
- ❖ **Both the Spring Fair and the Music Muster are joint events with the Michelago Rural Fire Service and we split the profits 50/50.**

The SMRC now requires we fully acquit all Council sponsorships and grants. The Spring Fair sponsorship of \$850 and the Australia Day Breakfast grant of \$200 have both been acquitted. The Council has decided not to sponsor this coming year's Music Muster.



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Development Applications: the Council approved a five year DA for the Spring Fair. We have yet to apply for the DA for the upcoming Music Muster in April.

We did not pursue any major grants last year. Perhaps it is timely to consider applying for new grants.

The following documents are tabled to provide detail on MRCA's financial performance:

- ❖ Balance Sheet as at 31 December 2018
- ❖ Cash Flow Statement for year ending 31 December 2018
- ❖ Profit and Loss Statement for year ending 31 December 2018
- ❖ Spring Fair 2018 Cash Flow
- ❖ Michelago Music Muster 2018 Cash Flow
- ❖ MRCA Grants Register as at 31 December 2018



MICHELAGO REGION COMMUNITY ASSOCIATION

Michelago Region Community Association

Balance Sheet

As at 31 December 2018

	\$
Assets	
Petty Cash	90.25
Cash at bank	10,448.30
Spring Fair Account	5,188.58
Total Assets	15,727.13
Liabilities	
Participation Grant	6,090.00
DSS Grant	69.29
Pending distribution of Spring Fair 2017 Profits	1,605.00
Spring Fair 2018 Project: half of 33% share of profits	1,150.30
Clubhouse ceiling: P Kennedy	1,500.00
Railway station lease	550.00
Total Liabilities	10,964.59
Net Assets	4,762.54



MICHELAGO REGION COMMUNITY ASSOCIATION



Michelago Region Community Association	
Profit and Loss Statement	
December 2018	
	<u>Dec YTD</u>
Revenue - General	
Contributions	-
Donations	36.15
Fundraising sales	-
Grants – Federal Government	-
Grants – Local Government	-
Grants – Philanthropic	-
Grants – State Government	-
Interest	-
Membership Fees	230.00
Sales of goods & services	-
Sponsorships	-
Stallholder fees	-
Sundry Revenue	456.40
Revenue - Net Profit from Activities	
Driver Reviver	-
DSS Grant	(686.00)
Fundraising BBQ	-
Spring Fair	1,894.97
Other Activities	660.80
Participation Grant	-
Playground	-
Raffle	104.40
Tennis Court	(2,850.00)
Music Muster	1,348.04
Total Revenue	<u>1,194.75</u>
Expenses	
Construction Costs	-
Consumables	-
Council Fees	-
Electricity	676.47
Equipment	208.30
Fundraising costs and supplies	-
Hall Rental	-
Insurance	1,011.49
Office consumables	-
Postage	-
Reimbursements	-
Repairs & maintenance	-
Sundry Expenses	507.30
Total Expenses	<u>2,403.56</u>
Net Profit / (Loss)	<u><u>(1,208.81)</u></u>



Michelago Region Community Association Cash Flow Statement December 2018

	Dec YTD
Opening Cash Balance	
Petty cash	138.00
Cash at bank	16,797.94
Spring Fair Account	-
Term Deposit 1	-
Term Deposit 2	-
Total Cash	16,935.94
 Closing Cash Balance	
Petty cash	90.25
Cash at bank	10,448.30
Spring Fair Account	5,188.58
Term Deposit 1	-
Term Deposit 2	-
Total Cash	15,727.13
 Increase / (Decrease) in available funds	(1,208.81)



MICHELAGO REGION COMMUNITY ASSOCIATION

Cash Flow for Spring Fair 2018		
Cash Inflow	\$	Comment
Sponsorships: All States Towing (major sponsor)	1,250.00	Rec'd
Sponsorships: ActewAGL (Music)	1,000.00	Rec'd
Sponsorships: SMR Council	850.00	Rec'd
Sponsorships:Fitch Sharpening	250.00	Rec'd
Sponsorships: Leigh's Water Tank Cleaning	250.00	Rec'd
Sponsorships: Snowy Sheds	250.00	Rec'd
Sponsorships: Snuggles Pet Resort	250.00	Rec'd
Sponsorships: Bendigo Bank	500.00	Rec'd
Stallholder Fees	2,055.00	Rec'd
Gate takings	1,676.60	Rec'd
Raffle	883.60	Rec'd
Face painting	110.00	Rec'd
Jumping Castle	177.00	Rec'd
Fire Brigade BBQ - profits	1,360.80	Includes \$100 paid for Port-a-loo & \$150 paid for generator
Petty Cash	85.00	
Stubby holders	470.00	Rec'd
Pony Club Payment for Liquor Licence Fee	100.00	Rec'd
TOTAL INFLOW	11,518.00	
CASH OUTFLOW		
Music: Ivy Lane	550.00	Paid
Music: Bill Lane	250.00	Paid
Patting Zoo (took all revenue: \$5 all day entry)		no charge to Fair
Jumping Castle Hire	200.00	Paid
Town Crier		no charge to Fair
Helisurvey helicopter rides \$60 per adult		no charge to Fair
Printing Raffle Tickets	110.00	Paid
Facebook Promotion	27.98	Paid
Corflutes: Promotion of Fair	231.00	Paid
Printing and postage: letterbox fliers	20.00	Paid
Printing and folding: program/map	157.50	Paid
Banner for Fair: (paid by Combined Rural Services)		In-kind Sponsorship
Waste Collection	192.45	Paid
Development Application Fee	145.00	Paid
NSW Liquor & Gaming liquor licence fee	88.35	Paid
Parking Attendants	300.00	Paid
Stubby holders	1,144.00	Paid
Generator	150.00	Paid
Generator Royalla	100.00	Paid
Port-a-loos	100.00	Paid
ATMs	385.00	Paid
Poles for banner	299.86	Paid
Fittings and fixtures for Poles	46.69	Paid
Fittings for road signs	28.38	Paid
Walkie Talkies	90.00	Paid
TOTAL OUTFLOW	4,616.21	
NET SURPLUS(DEFICIT)	6,901.79	



Michelago Music Muster 2018: Cash Flow					
Revenue	\$				
Tickets (estimate)	1473.00				
Sponsorships	2500.00				
Fire Brigade Food Sales (estimate)	850.00				
Food Stall Fee (Ora catering)	130.00				
Beer tent fee (Catcher & Co)	300.00				
Stubbyholders	1000.00				
D.A. refund	190.00				
Total	6443.00				
Expenses	\$				
Performers: Stewart Barton	200.00				
Performers: Ivy Lane	1000.00				
DA Fee	190.00				
Stubby holders	451.00				
Portaloos	645.00				
Garbage collection	0.00				
Firebrigade food	200.00				
Signage	235.17				
Reimbursements E Melton: toilet supplies, glowsticks, etc	131.84				
Reimbursements B Wallis: food, Aluminium trays	78.00				
EFTPOS fees	4.57				
Total	3135.58				
Profit	3307.42				



MRCA Grant Register as at December 2018

Grant	Ref No	Purpose	\$s granted	\$s spent	Acquit tal Due Date	Actual Date of Acquittal or Status	Who Acquitted for MRCA
COMMUNITY BUILDING PARTNERSHIP – NSW Government	15608	Clubhouse for sports oval	30,000.00	30,000.00		Acquittal approved 01-04-2016	Ingrid Penberthy
SPORT FACILITY PROGRAM – NSW Government		Tennis court fence and lighting	16,500.00	18,606.51	19-07-2016	Variation agreed. Final acquittal submitted. Confirmation received 15-02-2017	Romney Kelly
FOUNDATION FOR RURAL AND REGIONAL RENEWAL – NGO Bendigo	21389	Renovating Railway Station for Golden Oldies	7,134.00	7,134.00	June 2016	Acquittal approved 27 February 2017	Kerry Rooney
WAR MEMORIAL – Department of Veterans Affairs – Australian Government		Construct a cenotaph for war veterans	1,960.00	3,410.00		Project complete	
Office of Communities Sport and Recreation Participation Project - NSW Government		Tennis participation grant	10,000	3,910.00		Started spending this grant in 2016	
Volunteer Grants, Department of Social Security	4-3701700	Eskey, P.A system., fridge, patio heaters, laptop etc	4196.85	4127.56		Balance of \$69.29	



MICHELAGO REGION COMMUNITY ASSOCIATION



5. Election of Returning Officer

- The President declared all positions vacant. Leanne Pattison took the chair.

6. Election of Volunteers to Committee Positions

<i>President</i>	<ul style="list-style-type: none"> Di Fett (nomination form) Moved: Aleira Plath Seconded: Kerry Rooney Carried
<i>Vice President</i>	<ul style="list-style-type: none"> Brent Wallis (nomination form) Moved: Romney Kelly Seconded: Kerry Rooney Carried
<i>Treasurer</i>	<ul style="list-style-type: none"> Kerry Rooney (nomination form) Moved: Di Fett Seconded: Romney Kelly Carried
<i>Secretary</i>	<ul style="list-style-type: none"> Aleira Plath (nomination form) Moved: Kerry Rooney Seconded: Romney Kelly Carried
<i>Public Officer</i>	<ul style="list-style-type: none"> Romney Kelly (nomination form) Moved: Kerry Rooney Seconded: Di Fett Carried
<i>Committee Members</i>	<ul style="list-style-type: none"> Tony Campbell (nomination form) Moved: Aleira Plath Seconded: Sally Hughes Carried Romney Kelly (nomination form) Moved: Libby Melton Seconded: Di Fett Carried Maureen Morgan (nomination form) Moved: Kerry Rooney Seconded: Romney Kelly Carried Keith Howker (nomination form) Moved: Brent Wallis Seconded: Romney Kelly Carried Sarah Lawler (nomination form) Moved: Kerry Rooney Seconded: Brent Wallis Carried Jodie Finney (nomination form) Moved: Romney Kelly Seconded: Di Fett Carried
<i>Event Co-Ordinator</i>	<ul style="list-style-type: none"> Romney Kelly Moved: Brent Wallis Seconded: Kerry Rooney Carried



MICHELAGO REGION COMMUNITY ASSOCIATION

7. Determination of Annual Membership Fee

Motion: That the membership fees for the coming year remain at \$10 for individuals and \$15 for families.

Moved: Di Fett **Seconded:** Leanne Pattison **Carried**

9. AGM Meeting Closed

- Meeting closed at 2.45pm.
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