



**Kiama Alpine Club Cooperative Limited**  
**Minutes of the Annual General Meeting**  
**Saturday 24 May 2014**

<b>Meeting Location:</b>	<b>Meeting Date:</b>
The Pavilion, Kiama	4/5/13
<b>Attendees:</b>	<b>Meeting Time:</b>
Liz Wynn, Karyn Bartholomew, James Garner, Anton Lindell, Andrew Heggie, Gail & Ian McKnight, Viv & Geoff Boxsell (Life Member), Robert Walker (Life Member), Sandra & Barry Booth (Life Member), Alan Fredericks (Life Member), Andrew Wearne, Rohan Hinton, Cameron Hinton, Peter Garrard, Stephen Gates, Chas Keys, Sonia Henry, Peter Henry, Tony Chapman, Craig Morris, Susan Wynn, Bruce & Margaret Piggott, Marla & Mitch Coleman, Catherine & David Jones, Paul John, Gayle & Graeme Pugh, Dorothy & Gary Schier, Elaine & Len Lindell	3:20
<b>Apologies:</b>	
Anne & Geoff Honey (Life Members), Kate Fredericks, Dianne & Sandy Rendel (Life Member), Tony Lloyd, Gerri & Ray Mildren, Geoff Wilson, Trevor & Christine Wilson, Mary & Wal Balak, Anna & Sven Lindell, Scott Wilson, Pru, Steve & Sarah Kellaway, Handzia Shuhevych, Mikkal Sveum, David & Beth Reid, Jennifer & Andrew Braid, Greg & Karin Davis, Phill Deer, the Wallberg family, Julie Christensen, Michelle Gifford, Carolyn & Reg Mercer, Frank & Jan Hodgkinson, Landon & Rebecca Hodgkinson, Edwina & David Ekins, Allison Hodgkinson, Tatiana Maxwell, Maria & Brian Lubczyk, David & Samantha Schier, Karen-Anne & Peter Herald, Diane, Lachlan & Emily Hinton, Robert & Cathie Garner, Emma Lindell, Paula Heggie, Stuart Waters, Anna Fredericks, Belinda & Damien Wilde, Daniel Jones.	

Item #	Item discussed	Action by
1.	<p><b>Introduction</b></p> <p>Welcome and apologies: the President welcomed all members to the 2014 Annual General Meeting and introduced the Life Members in attendance - Geoff Boxsell, Barry Booth, Alan Fredericks and Robert Walker, and also noted the Directors in attendance. The President also paid tribute to Life Member Geoff Honey, who sadly passed away in April 2014.</p> <p><b>Confirmation of the minutes of the 2013 AGM</b></p> <p>Minutes of the previous AGM held Saturday, 4 May 2013, in Kiama were confirmed.</p> <p><b>Motion:</b> To adopt the minutes of the 2013 AGM as a true record.  Moved: Geoff Boxsell    Second: Trevor Wilson    Carried.</p>	
	<p><b>2013 Director's Reports</b></p> <p><b>President</b></p> <p>Liz Wynn presented the highlights of her 2013 report with the following key points:</p> <ul style="list-style-type: none"> <li>• 2013 was another good year for the Club, despite the very poor season.</li> <li>• Revenue was slightly down because of poorer than anticipated accommodation numbers as a result of the poor snow season.</li> <li>• Another contributing factor to the decrease in revenue has been the decision to award working bee credits to over-18</li> </ul>	

Item #	Item discussed	Action by
	<p>y.o. members consistent with the police relating to over-65 y.o. members.</p> <ul style="list-style-type: none"> <li>• The Board has been conservative with respect to expenditure to reflect decreased revenue.</li> <li>• Liz thanked the Board and Lodge Managers for their efforts in their respective roles over the past twelve months.</li> </ul> <p><b>Treasurer</b> The President acknowledged Steven Walker's absence from the AGM because of illness and presented the financial report on his behalf, noting:</p> <ul style="list-style-type: none"> <li>• In anticipation of Steven's stepping down from the Board, the on-line accounting system, Xero has now been successfully implemented.</li> <li>• Walker BDS will continue to have an administrative role in managing the Club's accounts at a discounted rate. This will enable us to recruit a new Treasurer to take a more strategic role.</li> <li>• The Club's financial position is solid.</li> <li>• Opening of family memberships (with a maximum of 2 family memberships) will enable us to further reduce the loan.</li> </ul> <p>Alan Fredericks asked whether there were any costs associated with Xero. Liz replied that there is an monthly licence fee of \$55.</p> <p><b>Motion:</b> To adopt the Treasurer's Report and Financial Statements for 2013. Moved: Alan Fredericks    Seconded: Paul John    Carried</p> <p><b>Club Captain</b> Anton Lindell spoke to his Club Captain's report, noting:</p> <ul style="list-style-type: none"> <li>• the decision to move Club Weekend forward to coincide with the Kids Ski Free weekend proved successful, with better snow conditions and a strong uptake by families with younger children with a great weekend had by all.</li> <li>• The Club again put in a creditable performance at the Interclub Races with a great weekend.</li> </ul> <p><b>Booking Director</b> James Garner spoke to his Booking Director's report, noting:</p> <ul style="list-style-type: none"> <li>• 2013 achieved 3,654 bed nights and 30% utilisation (compared to 3,952 and 33% in 2012) – lower due to very poor snow. But good result as many other club lodges struggled.</li> <li>• The lodge managers are now familiar with Reservations and with Lodge bookings procedures and so 2013 was a very smooth year operationally.</li> <li>• On a positive note, 2014 summer bookings are the best on record. Lodge manager Michelle Palmer's efforts in encouraging and accommodating several large groups during this period were acknowledged.</li> <li>• Winter bookings to date are already on par with 2013 winter booking numbers.</li> </ul> <p>Barry Booth asked whether there is still an incentive payment for managers who meet their targeted bed nights. James replied that there is an incentive payment plan in place, however, targets for 2013 were not met.</p> <p><b>Motion:</b> To accept the 2013 Annual Report.</p>	

Item #	Item discussed	Action by
	<p>Moved: Barry Booth    Seconded: Elaine Lindell    Carried.</p> <p>Liz Wynn presented Rob Walker with a bottle of wine on behalf of his brother, Steven Walker, and expressed the Club's gratitude for all of his and Bernadette's hard work and commitment to the Club over the past 13 years as Treasurer.</p>	
2.	<p><b>Official Business</b></p> <p><b>Election of Directors</b></p> <p>The President advised, in accordance with the Club Rules, three Directors were retiring by rotation including Andrew Heggie, Anton Lindell and Steven Walker. Andrew and Anton have indicated they would seek re-election for a three-year term and Steven has decided not to seek re-election.</p> <p>Nominations for Director were received from Andrew Wearne and Rohan Hinton in the prescribed time frames prior to the meeting. Liz advised as we received the same number of fewer nominations than positions then we were able to confirm them as Directors.</p> <p>Liz advised a decision has been made to expand the Board to 12 members, being the maximum allowed under the Club Rules. Two new roles have been created - Youth Director, and Social Media/Promotions Director.</p> <p>Liz advised she had received a nomination for Jacqui De Zwart and called for any further nominations from the room, however, there were no other nominations.</p> <p><b>Motion:</b> To accept the nominations of Andrew Heggie, Anton Lindell, Andrew Wearne, Rohan Hinton and Jacqui De Zwart to the Board of Directors for the three-year terms.</p> <p>Moved: Gayle Pugh    Seconded: Len Lindell    Carried</p> <p><b>Election of Office Bearers</b></p> <p>Alan Fredericks took the chair for the purpose of calling for nominations for President.</p> <p><b>Motion:</b> To accept the nomination of Liz Wynn as President  Moved: Andrew Heggie    Seconded: Geoff Boxsell    Carried</p> <p><b>Motion:</b> To accept the nomination of Tony Lloyd as Vice-President  Moved: Karyn Bartholomew    Seconded: James Garner    Carried</p> <p><b>Motion:</b> To accept the nomination of Karyn Bartholomew as Secretary  Moved: Anton Lindell    Seconded: Tony Chapman    Carried</p> <p><b>Motion:</b> To accept the nomination of Andrew Wearne as Treasurer  Moved: Liz Wynn    Seconded: Graeme Pugh    Carried</p> <p><b>Motion:</b> To accept the nomination of Anton Lindell as Club Captain  Moved: Liz Wynn    Seconded: Andrew Heggie    Carried</p>	

Item #	Item discussed	Action by
	<p><b>Election of Auditor and Approval of Fees</b>  Following changes to the Cooperatives Act, it is no longer necessary for the Club to have an annual audit, however, we have elected to have an audit in 2013.</p> <p>Feedback from the floor was sought regarding whether or not we continue with annual audits. Any change will require amendment to the Club Rules. There was general support for having an audit at least in alternate years. The Board will consider its position at a future board meeting and report back to members.</p> <p><b>Motion:</b> To accept Bush &amp; Campbell Pty Limited of Wagga Wagga as the auditor of the Club and to accept their quote of \$4,000 for fees.</p> <p>Moved: Geoff Boxsell    Seconded: Barry Booth    Carried</p>	
3.	<p><b>Soft Launch of Kiama in the Mountains Vol.2</b></p> <p>Volume 2 of the Club's written history is anticipated to be completed later this year.</p> <p>Chas Keys gave an overview of the content of Vol.2.</p> <p>Thanks were given to all the members who agreed to be interviewed and provided photographs.</p> <p>Alan Fredericks moved a vote of thanks to Chas for all his efforts in bringing this project to completion.</p>	
4.	<p><b>General Business</b></p> <p><b>Annual Subscriptions Update</b>  Having adopted the Model Rules, the Board now has capacity to set annual subscription amounts.</p> <p>In 2014 Annual Subscriptions have been raised to \$225 (an increase of \$10). The Working Bee credit remains at \$125 for those attending a working bee, and for members aged over 65 and under 21 years. A late penalty fee of \$50 will apply for subscriptions not paid by 30 November 2014.</p> <p><b>Accommodation Rates</b></p> <p>There will be no change to accommodation rates in 2014, consistent with our policy of increasing rates in alternate years.</p> <p><b>By-laws update</b></p> <p>The Board has introduced payment periods in order to discourage late cancellations during peak season. The Board are trialling a second under 3's week in the school holidays and will consider a uni weekend.</p> <p><b>Family Memberships</b></p> <p>In order to pay down the loan quicker and ensure there is sufficient capital to cover major expenditures, the Board has made a decision to open membership to a maximum of two families each year.</p> <p>A decision to offer memberships will only be made where memberships have been cancelled, in order to maintain membership</p>	

Item #	Item discussed	Action by
	<p>numbers at desired levels, and where there is an identified need to increase capital to cover anticipated expenditure.</p> <p>Family memberships will initially be offered chronologically to those on the waiting list. Processes will be implemented to ensure that new members will fit in with existing Club culture.</p> <p>Currently two families on the waiting list have already expressed interest in joining the Club. Price for new memberships is \$24,200 ie a 10% increase on the last opening in 2008.</p> <p>Elaine Lindell asked i). whether we have data on how many members are active, and ii). how the Board will assess potential new members.</p> <p>LW responded that i). 40-50% of members are active, and ii). potential new members will be informally interviewed by herself and Tony Lloyd, with a view to learning more about the general interests of the new members and why they wish to join Kiama Alpine Club in particular. The focus will be on introducing members who are family oriented and who intend to be active members.</p> <p>Catherine Jones asked whether the current applicants are regular visitors to Thredbo or the Lodge.</p> <p>LW responded that both applicants have been introduced to the Lodge by current members and are very keen to become members.</p> <p><b>Communications</b></p> <p>No negative feedback has been received regarding the decision to send newsletters exclusively by email.</p> <p>There is a 70% open rate on email attachments, which is a great result.</p> <p><b>Lodge improvements</b></p> <p>LW reported on Lodge improvements which were approved to be carried out in 2013/2014</p> <ul style="list-style-type: none"> <li>• Upstairs bathrooms – almost complete</li> <li>• Lodge manager office in games room – almost complete</li> <li>• Table tennis in games room</li> <li>• Members alpine photos from around the globe – almost complete</li> <li>• Snow blower purchased for driveway clearing – to be delivered</li> <li>• New lounge seating – in progress</li> </ul> <p>Craig Morris reported on the bathroom upgrades and thanked everyone for helping out at working bees.</p> <p>LW moved a vote of thanks to Craig for all his hard work in coordinating this project.</p> <p><b>Strategic Plan</b></p> <p>We will be progressing on our intention to create a strategic plan for the Club.</p> <p><b>Questions from the floor:</b></p>	

Item #	Item discussed	Action by
	<p>Cameron Hinton asked whether the Board has a strategy to analyse heating and gas costs.</p> <p>AH &amp; LW responded. We recognise that rising energy costs are a challenge for the Club. An energy audit was conducted, but it only looked at electricity costs. All windows are now double-glazed. We recognise that the boiler is a significant cost and so we are looking at ways to reduce that cost, and a separate hot water heater has now been installed in the Manager's accommodation.</p> <p>Mitch Coleman reported that he observed mountain bikes had been taken inside the Lodge.</p> <p>LW acknowledged Mitch's comments. The Board shares Mitch's concerns regarding bikes being taken inside and the potential for increased dirt and damage. That needs to be balanced with our desire to capture some of the mountain-biking market as this is a potentially good source of revenue in the off-season.</p> <p>Following discussion, it was decided to establish the following working groups:</p> <p><u>Energy Efficiency</u> - Cameron Hinton, Craig Morris, Robert Walker, Andrew Heggie.</p> <p><u>Mountain Bike Management</u> - Anton Lindell, James Garner, Rohan Hinton, the Mildrens.</p> <p>Liz extended the thanks of the Club to Margaret and Bruce Piggott for all their efforts in consistently attending in so many working bees over a number of years.</p>	
	<p>Meeting closed 5:50 pm and was followed by a well-attended dinner at the Little Blowhole Café in Kiama.</p>	