



# Minutes

## ANNUAL GENERAL MEETING WESTON CREEK MEN'S SHED INC.

**18<sup>th</sup> August 2022 (1pm)**

Attendees : See attendance Sheet – 24 members present

All reports to be presented were made available one week prior to the meeting and to members prior to the meeting.

Meeting was opened 1pm.

1. **Welcome** to attendees by the President and Chair Allan Booth.
2. **Apologies** from Brian Black, Graham Lacey, John Webster, John Burrowes and Michael Warke and Mike Hardy. **Proxies** were provided by Graham Lacey, Brian Black, Mike Hardy to Chair and John Webster to Dennis Mitchell.
3. **Adoption of the Minutes:** The Annual General Meeting of 4<sup>th</sup> November 2021  
The minutes of the AGM 4<sup>th</sup> November 2021 were presented and accepted without comment from the floor.  
Motion to accept proposed by Dennis Mitchell and seconded by Graham Plows.  
Unanimously accepted.
4. **Matters Arising from Minutes** of 2021 AGM  
There were no "Matters Arising" from the minutes of 2021 AGM Minutes.
5. **President's Annual Report & Draft Activity Statement for Annual Return.**  
Presidents annual report was tabled, and a summary provided by Allan Booth. Allan thanked the members of the current committee for their work and assistance during the year particularly Brian Black for his work on setting up the current IT systems. Members unanimously thanked Allan for his contribution and work in the role. Allan explained the Activity Statement and outlined this would be finalised and provided to ACT Government following the AGM.  
Motion to accept Presidents Report and Draft Activity Statement proposed by Terry Hourigan and seconded by Lindsey Dempsey. Unanimously accepted.
- 6A. **Treasurer's Report** was tabled, and summary presented by treasurer Dennis Mitchell. Noted that current funds in credit \$14,387.17. Main funding stream remains as Bunnings BBQ's. He advised that managing budget has been made significantly better with the introduction and greater use of the Debit Card and use of Tyro. Advised meeting of importance of keeping invoices and receipts to acquit financials and to take a photograph of it immediately to have a record in case lost.  
With no further discussion motion to accept minutes was provided by Alex Zvargulis, seconded by Brian Blackburn and unanimously accepted by the meeting.
- 6B. **Auditor's Report** was tabled by Dennis Mitchell and read to the meeting. In short there was no major issues in the audit and auditor provided positive feedback on financial management.  
With no further discussion motion to accept minutes was provided by Robert Honeybone, seconded by Allan Booth and unanimously accepted by the meeting.

7. **Appointment of Auditor** for 2022/2023 was raised to group with motion provided by Dennis Mitchell that we maintain current auditor Ian Davies and that we provide a gift to him for his assistance. Dennis explained that Ian will need to do the audit over two periods as he will be away in May 2023 however this would be similar service as was provided in the last audit and should not be an issue.
- Proposed Dennis Mitchell and seconded by Lindsey Dempsey. With no further discussion motion to accept Ian Davies as auditor was unanimously accepted by the meeting.
- It was also proposed by Dennis Mitchell and seconded by Brian Blackburn that a gift card (\$150) be provided to Ian in appreciation was unanimously accepted.
8. **Workshop Manager's Report** was tabled, and a summary provided by Allan Booth. It was also raised that the workshop attendance numbers has increased and that consideration of further opening hours is under consideration. There has also been significant replacement program for tools with significant purchases of sander and thicknesser.
- Discussion occurred surrounding the age of tools and Dennis Mitchell explained the lifecycle of 15 years of tools particularly in line with insurance requirements. Further Michael Warke was acknowledged for his test and tagging work providing a valuable service to the shed.
- With no further discussion motion to accept report was provided by Cliff Frost, seconded by Alex Zvargulis and unanimously accepted by the meeting.
9. **Garden Managers Report** was tabled and read by Chair Allan Booth who acknowledged the work done by Graham and his small group of gardeners for shed members.
- With no further discussion motion to accept report was provided by Graham Plows, seconded by John Jenkins and unanimously accepted by the meeting.
10. **Membership Fees 2022/2023** structure was outlined to meeting and was not changing from \$40 annually and \$5 weekly attendance fee was decided at the June committee meeting with scope to pay annual fee quarterly and half yearly.
- Discussion followed on how this compares to other sheds. Allan raised that at the AMSA meeting he established that fees vary considerably from gold coin donation to \$100. Average is around \$50-\$60 mark. It was raised that social members attend less often and perhaps this could be taken into consideration. Dennis Mitchell outlined that fee is set mainly on the insurance requirement per person which is currently \$28 per person and time in shed is not the issue in setting fee.
- Honorary or life membership was raised by John Jenkins and Allan Booth outlined that this was not something considered as yet due to shed only 5/6 years old. It was agreed that this would be taken forward and raised as an agenda item at next committee meeting.
- With no further discussion motion to accept annual fees was provided by Dennis Mitchell and seconded by Allan Booth. Unanimously accepted by members.

11. **Election of Office Bearers and Committee Members** followed with Allan Booth thanking the current committee for their work and formally declared all seats vacant. There were only single nominations for the Executive Positions of: President; Vice President; Secretary and Treasurer.

President : Allan Booth

Vice President : Brian Black

Secretary : Clifton Frost

Treasurer : Dennis Mitchell

Don McCulloch proposed motion that the following appointments be made automatically, seconded by Allan Castle and unanimously accepted by members.

There were 6 nominations for Committee Members:

John Webster, Alan Simpson, Alex Zvargulis, Tony, Burns, Mike Hardy and Terry Hourigan.

A call for a retuning officer for the count was made to the floor and Brian Blackburn volunteered and accepted.

A secret ballot followed with the following members receiving the most votes from membership;

Committee Members:

John Webster:

Terry Hourigan;

Alex Zvargulis; and

Tony Burns

Graham Plows proposed motion that the following committee appointments be made following the vote, seconded by Allan Castle and accepted by members.

12. **Other Business**

A motion was made by Duncan Souter to consider changing the number of or size of the committee. Cliff Frost explained this would require a change in the constitution of the mens shed requiring 76% majority of the membership. Result of discussion was for this motion to be taken to and raised as an agenda item by new committee.

13. Date of Next Annual General Meeting was set for 13 July 2023.

14. The meeting was declared closed at 2.40pm.

Clifton Frost  
Secretary,  
Weston Creek Mens Shed Inc

22 August 2022