



**DARLINGFORD WATERS**  
BOAT CLUB – LAKE EILDON

**Darlingford Waters Marina Pty Ltd**  
**(as trustee for Darlingford Waters Boat Club)**

**General Meeting**

26 November 2020, 7.45pm

Via Zoom (link sent to members – same as AGM link)

**Agenda**

1	Welcome / Apologies	Chairman
2	Confirmation of the Minutes of the Previous Meeting (28.11.19)	Chairman
3	Business Arising from Previous Minutes	Chairman
4	Call for General Business items for item 10	Chairman
5	Chairman's Report	Chairman
6	Secretary's Report a. Correspondence b. Membership status c. Statutory matters	Secretary
7	Treasurer's Report a. Financials as at September 2020	Treasurer
8	Site Directors Report a. Completed works b. New projects	Site Director
9	Activities Committee Report a. Events calendar update	Activities Committee
10	General Business a. Strategic Plan draft presentation	Chairman Hatrack Communications
11	Next Meeting March 2020, 7.45pm, tba	
12	Meeting Close	



## **DARLINGFORD WATERS MARINA PTY LTD**

### **(as Trustee for Darlingford Waters Boat Club Unit Trust)**

#### **Chairman's Report**

It is with great honour that I write my Chairman's report this year, for several reasons.

Firstly, this report reflects upon a year that was like no other. For the first nine months of the financial year life was travelling along well. The summer on the lake was a warm one, club events were well attended providing great opportunity for members to connect, several projects were well underway maintaining and upgrading our equipment and site, and we were welcoming new members into the club at a steady rate.

And then...COVID-19 happened. The month of March saw the world come almost to a standstill, with the impact on our club and members significant. Government restrictions meant that access to the club was limited and as time went on, regional and metropolitan Victorians were placed further and further into various stages of lockdown. By the end of the financial year, whilst we continued to welcome new members to the club, we were unable to welcome anyone onto the site, with Goulburn Murray Water closing access to the lake and strict health and safety plans put in place.

Yet as we adjusted to new terms like "social distancing" and "mandatory face masks", and hand sanitiser became a feature in our every day lives, I was simply blown away by what I experienced as Chairman of this club. Members were gracious in their handling of the situation, our on-site team of Ric, Steph and Jimmy were calm, open and flexible in their response to the ever changing situation, and our Directors worked tirelessly to stay informed and in turn keep our members informed. New systems and protocols were established, long meetings and considered discussion were had and external stakeholders were engaged with regularly to ensure that the club was managed effectively and in line with all regulations whilst always thinking of our members and staff health, safety and wellbeing. We really do have something very special at Darlingford.

As I put this report together, I am proud to share some of the key highlights of the year, which include:

- The club embarks on creating its first ever strategic plan, aimed at ensuring the decisions of the board are informed by the voice of the members and a plan for the future
- The Board is working through several governance activities; succession planning, skills matrix, annual board calendar, updated position descriptions for Directors, criteria for Life Membership, all against the principles of good governance
- The share price continues to increase, year on, as demand on membership grows
- Membership is at an all-time high
- New marinas were built, including larger sized pens to accommodate bigger boats
- Club events like Darlingford Day continue to grow under the enthusiasm and guidance of the Activities Committee and our club magazine continues to capture wonderful memories and moments in time for everyone
- Investment back into our equipment and site continues through upgraded member barges, improved safety and compliance, and the development of a training manual for the crane barge

There really has been so much work undertaken over the past 12 months, and I would like to thank everyone for their passion, energy and commitment to the club.

In particular, I would like to thank our Facilities Manager, Ric, his wife Steph and our support staff Jimmy for the work they do around the club. Not just on and around the site, marinas and equipment – although they're enormous tasks in themselves – but also for the welcoming and friendly atmosphere, and sense of safety and security they create for each and every member.

Thank you to the Activities Committee for all of the work you undertook last Summer and in the months either side, with special mention to Chair of the Activities Committee Kirsty Rogers for the flare, fun and dedication she brings to the club and to Margie Elliott who creates not just our fabulous magazine, but is the person behind our website and email system. The entire committee, and of course these two ladies, do a fabulous job, and its groups like you who make a club a community.

I would like to thank the Board of Directors for the time they give to the club, not just at our monthly meetings throughout the year, but for all the work in between. As we continue to *do* and *be* better as a group, we will continue to achieve great things together for our membership and club. To Ron Mullholland who resigned from the board in August, thank you for the expertise and knowledge you have brought to the board over the years and we look forward to continuing to call on that into the future. Welcome to Simon Cox who joined the board at the last AGM – Simon has certainly found his feet and is an excellent contributor to Board discussions and projects. And to the families of our Directors, including my wife Donna, thank you for supporting us in the work we do.

As I wrap up, the final reason that I am honoured to write the Chairman's report this year, is because, as part of our Board succession plan, I will be stepping back from the role of Chairman, with our new Chairman elect confirmed at our December Board meeting. It has been a privilege – *and sometimes bloody hard* – to lead the club and Board over the past almost 10 years. Over this time we have faced many challenges, probably none more so than a global pandemic, but I am confident that the direction we are heading will serve our membership well and see Darlingford continue to grow in the hearts and minds of everyone involved. I would like to thank all Board members both past and present who have served on our Board during my time as Chairman for their input, support, guidance and expertise, it has been a great privilege to work with you all.

Thank you once again, and on behalf of the Board I would like to wish everyone a great season of safe and enjoyable boating.



Brett Lewis

Chairman

November 2020



**DARLINGFORD WATERS**  
BOAT CLUB – LAKE EILDON

**Darlingford Waters Marina Pty Ltd  
(as trustee for Darlingford Waters Boat Club)**

**Annual General Meeting**

**to be held at 7.45pm on Thursday 26th November 2020  
via zoom (meeting link sent to members)**

**Appointment of Proxy**

I, ..... of .....  
(Print Full Name) (Print Address)

being a Shareholder of Darlingford Waters Marina Pty Ltd and a Unit Holder of the Darlingford Waters Boat Club Unit Trust, I do hereby

appoint: .....  
(Name of Proxy)

or, failing him/her, the Chairman of the meeting, to vote on my behalf and to record my vote on the specific motions before the meeting in the following manner:

1. "That the Minutes of the Annual General Meeting held on 28th November 2019 be accepted."

FOR  AGAINST

(Place a cross against either For or Against)

2. "That the Audited Financial Statements for the period to 30 June 2020 be approved."

FOR  AGAINST

(Place a cross against either For or Against)

3. To refer the appointment of auditors for the financial year ended 30th June 2021 with fees to be determined by the Board of Directors"

FOR  AGAINST

(Place a cross against either For or Against)

Signed .....

Date .....

---

This form should be returned to The Secretary, Darlingford Waters Marina Pty Ltd via email at [secretary@darlingford.com.au](mailto:secretary@darlingford.com.au), to be received no later than 5.00 pm on Tuesday 24th November 2020.

## **Treasurers Report November 2020 General Meeting**

Dear all DWBC members,

Please find below a summary of club accounts YTD 31<sup>st</sup> October 2020. My summary below is supported by a detailed copy of the club budgeted P&L and results which also has further line by line comments.

### **CLUB YTD INCOME**

The clubs total income YTD is \$336,000 which is \$8,400 higher than budgeted YTD income.

Club income is majority made up from marina & shed fees which have been very close to budget with only a \$1,000 variance. There is some variances within the fees due to more members utilising the upfront payment discount plus additional social members and lease fees. This is further explained in the P&L.

A few months ago our crane barge was hired out (under DWBC management) to lift a sunken houseboat from the bottom at Jerusalem Creek which has resulted in unbudgeted income of \$8,700. This is the key reason for the increase YTD income over budget.

### **CLUB EXPENDITURE**

Club expenditure has been broken into operating expenses (those that we need to spend for the club to function) and then into the capital works program (maintaining and upgrading club facilities).

#### **Operating Expenditure**

The clubs operating expenditure is consistent to previous years and can be seen from the profit and loss report that the majority of expenditure YTD is tracking very close to budget.

Some larger budget savings have been made on the GMW Lease and club Insurance whereby each had smaller increases than anticipated. The clubs sub-contract labour is also \$3,828 lower than budget due to reduced member access over Covid-19 and many capital works projects being postponed.

#### **Capital Works**

Our capital works program is separated into Repairs & Maintenance and Capital Additions.

Repairs & Maintenance expenditure is exactly to budget, whilst our capital works projects (including concreting works) have been held off until post-new year due to quickly rising water levels and COVID-19 restrictions. The first 6 months of 2021 will be busy onsite..!

#### **Overall Result**

Overall, the savings in expenditure and slightly higher income from barge hire have resulted in a \$15,000 positive YTD variance for the club operating cash results.

### **Cash Balances**

As indicated on the bottom of the attached P&L, the clubs cash balance is well above the previous year.

There are 2 key reasons for this.

1. Many more members paid up front this year versus last year so the bank balance appears inflated, whereby less funds are to be received over the coming 7 months from instalments. Therefore the bank account will realign closer to the previous over the remaining year,
2. We have not completed any key capital works programs YTD, which will be completed into 2021 also bringing the balances back closer to previous.

### **Compliance**

Club compliance requirements is complete and in accordance with all requirements including the payment and/or lodgement of the following items:

- GMW Lease
- Club Insurances
- BAS, GST etc
- Superannuation
- Land Tax
- Group Tax
- Wages
- Work cover
- Council Rates not due until February
- 2019/20 annual accounts review is complete (by DMK Accountants)
- 2019/20 Audit is complete with accounts to be lodged by due date with ASIC.

### **Other Items**

As we move into December I will complete the annual accounts & bank audit of the Activities Committee. The result of the audit will be tabled at the February board meeting in 2020. Previous audits of this account have shown no issues or concerns.

As always, should you have any questions please do not hesitate to contact myself at any stage on 0412 355 298 or [treasurer@darlingford.com.au](mailto:treasurer@darlingford.com.au)

Thanks you

Brad Rogers  
Treasurer  
Darlingford Waters Boat Club



**Darlingford Waters Marina Pty Ltd**  
**(ATF Darlingford Waters Boat Club Unit Trust)**

**Minutes of Board of Directors Meeting**

**Held on Thursday 28<sup>th</sup> November 2019, 7.45pm (directly following the AGM) at Ringwood RSL.**

**1. Welcome / Apologies**

BL opened the meeting at 8:05pm

**2. Confirmation of the Minutes of the Previous Meeting 27<sup>th</sup> June 2019**

No issues.

It was moved that the minutes be accepted.

Moved – Margie Elliott

Seconded – Ian Hudson

**3. Business Arising from Previous Minutes**

None

**4. Call for General Business Items for item 10**

None

**5. Chairman's Report**

As discussed in the AGM.

**6. Secretary's Report**

**6a. Correspondence**

Nomination for Delia Award received – "Congratulations to Kirsty Rogers".

Thank you to DWBC members for their involvement in the inaugural Eildon Boating and Fishing Show received.

ASIC Shareholders Register received.

Banks audit letter received.

## **6b. Membership Status**

Darlingford picked up 3 new members from the boat show.

One of four large pens are already leased.

One member pen is up for lease or sale as well as a shed.

Three larger pens available which can be taken up by any sized boat for a higher price.

## **6c. Statutory Matters**

Director position descriptions to be made by December board meeting and available to members in May 2020.

Strategic plan to be completed by 30<sup>th</sup> June 2020.

March meeting planned to be a workshop.

Some share certificates which have been posted twice and still not received by some members will be emailed to those members.

## **7. Treasurer's Report**

State of club is exceptional.

Income to October is \$380,000 which is \$248 different to budget.

\$2000 short in membership due to more people paying up front and receiving a discount for doing so.

Minor increase in other income due to charging for the recovery of a sunken ski boat and additional gas sales.

Operating expenditure is the same as previous years.

Have saved in insurance due to changing insurance brokers to A B Phillips.

Capital works and repairs and maintenance have stayed close to budget.

Cash reserves are \$454,000 which is \$50,000 higher than last year. This will reduce when the remaining marina bills are paid.

All taxes, insurance and Goulbourn Valley lease are up to date.

Brad Rogers will audit the Activities Committee.

One of the new members asked what the club's insurance covers.

The answer being there are 7 policies being the insurance policies any business would have. The insurance Darlingford has covers the assets such as the sheds, clubhouse, concreting etc., and contractor and directors insurance.

The club's insurance broker changed to AB Phillips who also do houseboat insurance.

It was moved that the treasurer's report be accepted.

Moved – Ron Mullholland

Seconded – Don Atkinson

Carried

Brett Lewis mentioned how good a job Brad Rogers is doing with the accounts.

Ron Mullholland thanked Brad Rogers for explaining the treasurer's report in laymen's terms.

## **8. Site Directors Report**

The fitting of the new marinas was a huge project.

Weeding will happen over the next few weeks.

New office hour's sign has been put on the office door.

New fuel cage has been completed.

Ric spent 5 days working on the boat show.

Ice machine has been painted.

CEO of Murrindindi shire visited Darlingford.

Regarding getting the road made Lisa Glassborow asked the members to complete the survey from a safety perspective.

The new fuel storage cage is behind the container.

A member asked for the survey which has been posted on Facebook to be emailed for those who do not use Facebook.

## **9. Activities Committee Report**

### **9a. Events Calendar Update**

Margie Elliott said they had a good year.

There is an Activities Committee meeting on the 8<sup>th</sup> December where the events for next year will be planned.

The basketball ring is a big hit.

Darlingford Family Day will be in February.

Activities Committee would like some new members.

The Activities Committee handle 2 major functions a year being Sail Pass and Darlingford Day. They also handle spontaneous sausage sizzles.

The Activities Committee is looking at creating sub committees for each of the major events so people don't have to commit to the committee for the full year.

The Activities Committee meets three times a year usually before a major event.

## **10 General Business**

One of the new members asked if they could be given a list of names of people and their marina locations as a way of helping them learn the names of people at Darlingford.

Lisa Glassborow said she would need to obtain permission from the other members before doing this.

Brett Lewis introduced the board of directors to the new members.

The new members introduced themselves to the room.

**Next Meeting:** Thursday 26<sup>th</sup> March 2020 at Ringwood RSL

There being no further business the meeting was closed at 8:45pm.

**Confirmed:**

\_\_\_\_\_  
**Chairperson**

\_\_\_\_\_  
**Date**