



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

**General Meeting**

Thursday 25<sup>th</sup> November, following the AGM  
Zoom (AGM link emailed to members)

**Agenda**

<b>COMPLIANCE</b>		
1	Welcome (as per AGM)	Chairman
2	Confirmation of the Minutes of the Previous Meeting (3.6.2021)	Chairman
3	Business Arising from Previous Minutes	Chairman
4	Call for General Business items for item 10	Chairman
<b>OUR BASE</b>		
5	Chairman's Report (as per AGM)	Chairman
6	Secretary's Report a. Correspondence b. Membership status c. Statutory matters	Secretary
7	Treasurer's Report a. Financials as at October 2021 (as circulated)	Treasurer
<b>OUR PLACE</b>		
8	Site Directors Report a. Completed works b. New projects	Site Director
<b>OUR COMMUNITY</b>		
9	Activities Committee Report	Activities Committee
<b>CLUB DEVELOPMENT</b>		
10	General Business a. Strategic Plan Update b. LEHIA Update	Secretary Chairman
11	Next Meeting March (tbc) @ DWBC Lake Eildon (tbc)	
12	Meeting Close	

**DARLINGFORD WATERS BOAT CLUB**  
**2020/21 CASH BUDGET SUMMARY**  
**Month Ended 31st October 2021**

	YTD Actual	YTD Budget	\$ Variance	% Variance	Comment
<b><u>Income</u></b>					
<b>Marina Income</b>					
Marina Payments Standard - Via Installments	\$ 197,273	\$ 159,091	\$ 38,182	24%	
Marina Payments Standard - Up Front Payments	\$ 116,546	\$ 148,000	-\$ 31,454	-21%	Total club income is within \$1,000 of budget. Key variance is no large lease any longer as all large pens now sold to members who pay fees instead of lease. Of note is more members than anticipated have paid up front this year.
Social Membership	\$ 2,227	\$ 4,909	-\$ 2,182	-44%	
Pen Leases - Standard	\$ 9,818	\$ 9,818	\$ -	0%	
Pen Leases - Large	\$ -	\$ 5,600	-\$ 5,600	-100%	
Club Pen Sales - Standard	\$ 7,500	\$ 7,500	\$ -	0%	
<b>Total Marina Fees</b>	<b>\$ 333,864</b>	<b>\$ 334,918</b>	<b>-\$ 1,054</b>	<b>0%</b>	
<b>Sheds &amp; Storage Income</b>					
Boat Shed Fees - Small	\$ 5,114	\$ 5,114	\$ -	0%	
Boat Shed Fees - Large	\$ 12,654	\$ 12,655	-\$ 1	0%	
Big Shed Storage Fees	\$ 9,273	\$ 9,273	\$ -	0%	
<b>Total Shed Storage Fees</b>	<b>\$ 27,041</b>	<b>\$ 27,042</b>	<b>-\$ 1</b>	<b>0%</b>	
<b>Other Income</b>					
Gas Sales	\$ 1,403	\$ 2,500	-\$ 1,097	-44%	Gas income/sales has been down largely due to no membes on site during Covid.
Less Cost of Sales Gas	\$ 3,246	\$ 2,000	\$ 1,246	62%	
Interest Income - Sandurst	\$ 1,150	\$ 1,250	-\$ 100	-8%	
<b>Other Income</b>	<b>\$ 5,799</b>	<b>\$ 5,750</b>	<b>\$ 49</b>	<b>1%</b>	
<b>Total Income</b>	<b>\$ 366,704</b>	<b>\$ 367,710</b>	<b>-\$ 1,006</b>	<b>0%</b>	
<b><u>OPERATING EXPENDITURE</u></b>					
<b>Administration</b>					
Bank Charges		\$ 24	-\$ 24	-100%	
Regulation & Compliance	\$ 323	\$ 300	\$ 23	8%	All within budget range.
Meeting Expenses	\$ 591	\$ 832	-\$ 241	-29%	
<b>Total Administration Expenses</b>	<b>\$ 914</b>	<b>\$ 1,156</b>	<b>-\$ 242</b>	<b>-21%</b>	
<b>Operating Expenses</b>					
Fuels & Oils	\$ 1,548	\$ 1,650	-\$ 102	-6%	
Mobile Phone & Gate SIM	\$ 1,049	\$ 1,068	-\$ 19	-2%	
Office & Computer	\$ 32	\$ 168	-\$ 136	-81%	
Printing & Stationery	\$ 245	\$ 332	-\$ 87	-26%	All within budget range.
Web Site Management	\$ 59	\$ 100	-\$ 41	-41%	
Advertising & Marketing	\$ 1,100	\$ 1,200	-\$ 100	-8%	
Member Amenities	\$ 583	\$ 500	\$ 83	17%	
<b>Total Operating Expenses</b>	<b>\$ 4,615</b>	<b>\$ 5,018</b>	<b>-\$ 403</b>	<b>-8%</b>	
<b>Employment Expenses</b>					
Wages & Salaries	\$ 28,675	\$ 29,668	-\$ 993	-3%	Variations due to timing of payroll fortnights versus budget. Otherwise to budget.
Sub Contract labour	\$ 10,287	\$ 10,000	\$ 287	3%	
Superannuation	\$ 3,701	\$ 2,820	\$ 881	31%	
Protective Clothing & Uniform	\$ 30	\$ 252	-\$ 222	-88%	
<b>Total Employment</b>	<b>\$ 42,693</b>	<b>\$ 42,740</b>	<b>-\$ 47</b>	<b>0%</b>	
<b>Occupancy Expenses</b>					
GWM Property Lease	\$ 30,082	\$ 31,000	-\$ 918	-3%	Annual increase lower than budgeted.
Insurance	\$ 27,918	\$ 31,000	-\$ 3,082	-10%	Insurance policy value decreased which was not anticipated.
Electricity	\$ 1,040	\$ 1,500	-\$ 460	-31%	Less electricity used from lights I think during Covid.
Trailer Park Rental			\$ -	0%	
<b>Total Occupancy Expenses</b>	<b>\$ 59,040</b>	<b>\$ 63,500</b>	<b>-\$ 4,460</b>	<b>-7%</b>	
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 107,262</b>	<b>\$ 112,414</b>	<b>-\$ 5,152</b>	<b>-5%</b>	Under budget, largely due to insurance & leses savings.

**DARLINGFORD WATERS BOAT CLUB**  
**2020/21 CASH BUDGET SUMMARY**  
**Month Ended 31st October 2021**

	YTD Actual	YTD Budget	\$ Variance	% Variance	Comment
<b><u>CAPITAL WORKS PROGRAM</u></b>					
<b>Repairs &amp; Maintenance</b>					
General Workshop Consumables	\$ 247	\$ 3,500	-\$ 3,253	-93%	-
Building Maintenance	\$ 3,586	\$ 5,000	-\$ 1,414	-28%	Camera's for marina, shade cloth house.
Gardening & Surrounds	\$ 2,188	\$ 5,000	-\$ 2,812	-56%	Gravel for carparks and general materials
General Plant & Equipment	\$ 1,786	\$ 3,000	-\$ 1,214	-40%	-
Facility Managers Barge	\$ 544	\$ 1,500	-\$ 956	-64%	-
Member Barges (x2)	\$ -	\$ 2,000	-\$ 2,000	-100%	-
Crane Barge Maintenance	\$ 1,941	\$ 2,500	-\$ 559	-22%	Ongoing maintenance program
Fire Equipment	\$ -	\$ 1,000	-\$ 1,000	-100%	-
Marina Maintenance	\$ 2,405	\$ 5,000	-\$ 2,595	-52%	New silicone tyres mostly
Tools <\$1000	\$ -	\$ 1,500	-\$ 1,500	-100%	-
<b>Total Repairs &amp; Maintenance</b>	<b>\$ 12,697</b>	<b>\$ 30,000</b>	<b>-\$ 17,303</b>	<b>-58%</b>	
<b>Capital Additions</b>					
Concreting Works	\$ 430	\$ 20,000	-\$ 19,570	-98%	Not yet used.
Washbarge Scaffold	\$ -	\$ 10,000	-\$ 10,000	-100%	Not yet used.
New Barge Provision	\$ -	\$ 20,000	-\$ 20,000	-100%	Not yet used.
Marina Sections	\$ 4,320	\$ 20,000	-\$ 15,680	-78%	Floats and materials for new marina extrenstions. Not fully billed yet.
Strategic Planning & Research	\$ -	\$ 10,000	-\$ 10,000	-100%	Not yet used.
<b>Total Capital Additions</b>	<b>\$ 4,750</b>	<b>\$ 80,000</b>	<b>-\$ 75,250</b>	<b>-94%</b>	
<b>Total Capital Works Program</b>	<b>\$ 17,446</b>	<b>\$ 110,000</b>	<b>-\$ 92,554</b>	<b>-84%</b>	
<b>Total Expenses</b>	<b>\$ 124,708</b>	<b>\$ 222,414</b>	<b>-\$ 97,706</b>	<b>-44%</b>	
<b>Operating Cash Surplus</b>	<b>\$ 241,996</b>	<b>\$ 145,296</b>	<b>\$ 96,700</b>	<b>67%</b>	

	Cash Balances			Movement	
	2021	2020			
General Trading Account	\$ 18,959	\$ 16,353	\$ 2,606		
General Reserve	\$ 150,000	\$ 150,000	\$ -		With many additional members paying up front the bank abalance has increase slightly versus same time prior year. As year continues the balances will slowly allign.
Cash Reserve	\$ 430,451	\$ 388,626	\$ 41,825		
Debit Card Account	\$ 620.00	\$ 5,316	-\$ 4,696		
<b>Total</b>	<b>\$ 600,030</b>	<b>\$ 560,295</b>	<b>\$ 39,735</b>		

## **Minutes of Board of Directors Meeting**

Held on Thursday 3<sup>rd</sup> June 2021, 7.45pm, Zoom

### **1. Welcome**

Brad Rogers opened the meeting at 7:50pm and welcomed everyone to the meeting.

Brad informed everyone that he was holding 8 proxies, Lisa Glassborrow was holding 8 proxies, and there were 13 in attendance.

### **2. Confirmation of the Minutes of the Previous Meeting 23<sup>rd</sup> March 2021.**

No issues.

It was moved that the minutes, as presented, be accepted.

Proposed: Luke Brinksma      Seconded: Peter Elliott      Vote: Carried

### **3. Business Arising from Previous Minutes**

Nothing to address.

### **4. Call for General Business items for item 10.**

No additional items added to general business.

### **5. Chairman's Report**

Brad Rogers did not table a report due to magazine being distributed this week and having sent an email in the last couple of months.

Brad Rogers apologised for the tardiness of the budget and financials which were sent yesterday. This General Meeting was being held earlier than usual in the attempt to have more members attend before their winter holidays and to give Brad Rogers more time to get invoices out to members before the end of June. The Board Meeting where the budget was being discussed was also moved from last week to Monday this week due to Covid.

There have been a number of projects occurring on site and there are projects that are planned.

The board has been working through items on the Strategic Plan.

There have been problems with the website due to a security camera upgrade. Margie Elliott said the problem seems to be with Google Chrome on Laptops and Desktops.

The club magazine was issues this week. Brad Rogers thanked Margie Elliott for the months of work she put into it.

Brad Rogers also thanked the Board members, Activities Committee, Ric, Jimmy and members who help out for their work around the club.

## **6. Secretary's Report**

### **4a. Correspondence**

Lisa Glassborow said she has been chatting with the Eildon Football/Netball club regarding a \$500 sponsorship. This sponsorship is for a sign at the ground and being mentioned in the newsletter.

Lisa Glassborow said Brad Rogers has been representing Darlingford at LEHIA meetings which means Darlingford is connecting with the other houseboat clubs.

### **4b. Membership**

There are no standard club pens available.

There are 4 club pens being leased.

There are no large club pens available.

The club has gain 1 new member being Jenny and Tony Rodis. They have not purchased a boat yet.

### **4c. Statutory Matters**

The board has finalised the Life Membership Nomination Process. This is available to members.

## **7. Treasurer's Report – Brad Rogers**

### **7a. Financials as at May 2021**

The Treasurer's report was distributed yesterday.

The results are similar to March 2021.

The last 3 large club pens were sold in the last couple of months which pays for the marinas that were built a couple of years ago.

Members amenities were higher due to catching up on previous years where money was not spent.

In regards to capital additions concreting works was completed today. The work car was also delivered on the weekend which was budgeted to be \$7,000 but ended up costing 10,000.

Some Capital expenditure will carry over to the budget for next financial year.

For the first time in Brad Roger's 7 years as treasurer there are no overdue membership fees.

With no questions relating to the Treasurers report it was moved that the Treasurer's report be accepted

Proposed: Brett Lewis

Seconded: Stuart Steer

Vote: Carried

## **7b. Budget**

Expenditure is expected to be \$25,000 higher than last year including capital works.

Forty Thousand dollars of capital works from this year will be carried over to next year.

Due to having full membership the club is at maximum capacity for income generation.

It is proposed that membership fees increase by \$100 which will be the first increase in 2 years and is an increase of 3%.

The board is looking at increasing the standard pen from \$7,000 to be \$8,000 and increasing the large pen to \$10,000 as the marina is now full.

There will be small increases regarding the shed, social membership and big shed. The big shed will increase to \$1,200.

Compared to other clubs Darlingford is well under even with the increased fees.

Expenses are expected to be consistent with this year.

An increase in wages has been budgeted for performance based increases.

Operating cash deficit will be \$11,500.

There being no questions on the budget it was moved the budget as presented be accepted

Moved: Lisa Glassborow

Seconded: Brett Lewis

Vote: Carried

Invoices will be sent to members before the end of June 2021.

## **8. Site Directors Report**

### **8a. Completed works**

The Ford Ranger Ute was delivered last weekend with the purpose of alleviating the workplace non-compliance in regards to Worksafe. Ric had been transporting fuel inside his personal car. The car is being serviced tomorrow as a couple issues have come up due to the car being second hand.

The concrete widening of the boat ramp at Barny's Point has started. This would be the only time Covid has worked in favour of the club. In 21 days' time the ramp will be a dual boat ramp.

The insulation under the floor of the Facility Managers residence will be done by the end of the month.

A hydraulic arm has been added to the work barge so Ric does not have to strain his back lifting gas bottles.

Luke Brinksma is going to trial some CCTV security in response to concerns raised in relation to security from the water.

The grading at the top of the driveway will start this weekend.

## **8b. New Projects**

Next financial year the major project will be flipping the marinas. Once a new piece is received all non-winch marinas will come out and be taken up the hill for maintenance and then be returned to the marina as a new section.

Currently waiting on receiving the new section for the parking on A marina.

The flood lights are going to be upgraded to LED. Currently waiting on Covid restrictions to ease so the person who has the equipment can lift and lower the light poles.

Graeme Amore asked "When doing the marinas will the winches be lifted?"

Luke Brinksma answered saying "Yes, they will be lifted 2ft off the deck."

Anita Rennie asked "Regarding the lights, is the fellow with the jig located in Eildon?"

Luke Brinksma wasn't sure saying "he is a retired country bloke."

Stuart Steer said "he is Melbourne based".

Luke Brinksma said the lights are supposed to last for 5 years, as a result he does not think it would be worth purchasing a jig for it to be used once every 5 years.

## **9. Activities Committee Report**

### **9a. Events calendar update**

Kirsty Rogers said the Activities Committee were originally looking at holding an offsite function. This is delayed to next year due to the uncertainty.

The Activities Committee is focusing on doing a grand final event in the shed which will be a luncheon before the game. They are looking into catering from Eildon Bakery who can supply mini pizzas, party pies and sausage rolls.

Nibbles on the Hill is being planned for 10<sup>th</sup> September 2021, but is still to be confirmed.

The Activities Committee is looking at doing Sail Pass on 20<sup>th</sup> November 2021 with a boat rally. The rally can be done in a tinny, jet ski, ski boat or pontoon. Trivia will be run alongside the rally.

The colour theme will be yellow. This colour is linked with optimism and friendship.

Sail Pass is being moved away from the long weekend this year as a trial.

All activities will have to comply with Covid guidelines which the Board will assist with.

Margie Elliott said a flyer listing the activities was sent to members via email.

## **10. General Business**

### **10a. Strategic Plan Update**

Brad Rogers said there will be an update on the Strategic Plan provided at every General Meeting.

Two working parties have been set up being:

- A working committee for creating a social space such as clubrooms.

- A working committee for storage in the form of shed's onsite or offsite.

Due to Covid these committees have not had a meeting yet.

Brad Rogers had a meeting with Scott Wickman from Goulbourn Murray speaking to him regarding the phone coverage and road.

Brad Rogers said Scott Wickman was very welcoming and happy to back Darlingford in regards to the road and phone coverage.

Brad Rogers has started working with Scott Wickman regarding the lease which is due to expire in two years.

Brad Rogers has been trying to organise a meeting with the council CEO. There is a new CEO who only started today.

### **10b. LEHIA Update**

LEHIA stands for Lake Eildon Houseboat Industry Association.

Brad Rogers has attended the last three meetings to be a voice for Darlingford.

Darlingford has always been a member paying fees but attendance at meetings has been inconsistent in the past.

Brad Rogers found out at the LEHIA meeting that the boat ramp works at Aqua are way behind schedule.

Brad Rogers mentioned his disappointment at the small number of attendees at this meeting.

Lisa Glassborow said she had been involved in other meetings all week and that numbers were low at all of them. She thinks low attendance might be related to the lockdown.

### **11. Next Meeting**

The next meeting will be held in November 2021, maybe at Sail Pass weekend. The location is still to be decided, whether it be at the RSL or at the club.

### **12. Meeting Close**

There being no further business the meeting was closed at 8:40pm

**Confirmed:**

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**Chairperson**

\_\_\_\_\_

**Date**