



**DONCASTER BOWLING CLUB INC.**

ABN: 97 565 857 432

**BOARD of MANAGEMENT MEETING AGENDA**

**Friday 21<sup>st</sup> February 2020**

1. Open Meeting: 9.10 am
2. Present: Neil English, Peter Letos, Margaret Parker, John Thorburn, Ash Roberts, Gary Baird, Tricia O'Connor, Geoff Bandy, Fran Broadfoot.
3. Apologies: -
4. Obituaries: -

5. Minutes of Meeting held 17<sup>th</sup> January 2020.

Ash Rowe advised that regarding the Air Quality app he has determined that it does give Doncaster specific readings, with an hour delay, and most importantly forecasts ahead. So there is no need to purchase a unit as discussed at the last Board meeting. The app will be used to forecast conditions on the tournament day's. Agreed.

*Minutes Moved:* Ash Rowe

*Seconded:* Neil English

6. Reports

**a. Finance**

**Margaret Parker**

i. Management Summary

Please find attached the YTD January 2020 results.

We have made an adjustment to the accounts by offsetting the trophy/prize costs against the bowls income. We did this to reduce the amount of GST we need to pay however when comparing to the previous year and budget the figures look a little distorted.

Our revenue when compared to last year and making an adjustment for the changes noted above is \$20,777 less than same period last year. Our expenses are \$12,690 less than last year.

Loss for April to January 2020 is \$10,776 compared to last year \$3,029. Compares to budgeted loss of \$10,030.

Bowls revenue for the same period is down \$14,087 and profit is \$32,215 compared to \$38,506, a reduction of \$4030.

Bar income is \$47,943 compares to \$56,008 last year and profit is \$25,267 this year compared to \$31,472, a drop of \$6,205.

We are on track to show a \$13,000 to \$15,000 loss which in the financial year.

This is the fourth year in a row that the Club has made a loss and I don't see anything on the horizon which will make next year any different.

We need to urgently consider new revenue streams to support the ongoing viability of the club. Your suggestions are welcome. Brian Morris has suggested running a Bridge Club, I think we should continue to actively pursue a merge opportunity with Templestowe.

Cash position at 31/1/20	\$31,290	(31/12/2018 \$34,219) (31/1/19 \$34,219)
Balance sheet Net Assets	\$134,852	(31/1/19 \$146,689)
Profit and loss statement:		
Total Income to date	\$174,274	(2019 \$209,257 , Budget \$207,745)
Total expenses to 31/1/2020	\$162,373	(2019 \$187,750, Budget \$193,175)
Loss to date	\$10,776	(2019 profit \$3,029 , Budget loss \$10,030)
Bowls income to 31/1/2020	\$42,569	(2019 \$68,189)
Bowls expenses to date	\$10,353	(2019 \$29,683)
Bowls profit to date.	\$32,215	(2019 \$38,506)
Bar income to date	\$47,943	(2019 \$56,008)
Bar profit to date.	\$25,267	(2019 \$31,472)

A partial review audit was conducted, with the help of Peter Hanson, in preparation for end of year audit. Auditor noted that the revenue was down about \$20k, and we need to focus on increasing revenue. As the club viability is in focus, given there have been losses for the last 4 years. The auditor also advised we should allocate a pro-rata holiday pay for the greenskeeper.

The good news we will be saving \$6000 this year water bills.

Ideas for revenue raising were discussed including: social table tennis, meetings like PROBUS Club, or a bridge club.

It was noted the Bridge Club in Kew is closing however a large proportion of the group are looking to find premises in Malvern. However there is still the opportunity for us to offer our premises for new bridge club groups, potentially on Friday morning.

Currently, Barb Benson does supervised bridge role at Kew at present. The team charges \$12 a time to play and \$360 to join the club.

Need to set up more income streams apart from bowling, we need to look at utilising the club rooms better.

Also mahjong possibility was discussed.

Fran will talk to U3A, about new U3A opportunity to have bridge learning participants join our club on completion of the beginners bridge course at U3A.

We need to put a notice on our Facebook page seeking interest in forming a bridge club at DBC.

There was discussion about the need for an operable wall to separate the current bar area and the dining area. This would lead to greater opportunity to hire out the club for meetings. Neil to get 3 quotes on an operable wall.

Other club use options: Table tennis tables. U3a Nunawading, we could accommodate 3 tables. There is an opportunity to get funds for this on an 'Innovate activity equipment purchase' grant. Ash to talk to Bob Urquhart about possibility of table tennis.

Also look at hire out commercial kitchen – advertise on Facebook for hire out our kitchen to catering.

**b. Membership:****Tricia O'Connor**

- i. New Member(s): no new members.
- ii. Zero new member application forms pending.
- iii. Resignations: nil
- iv. Deceased Member(s): nil
- v. Non-Financial Members Report: per Peter Hanson  
No non-financial members (w/exception new members)

**Membership figures: February 2020 with comparison to February**

	<b>MEN</b>		<b>LADIES</b>		<b>TOTAL</b>	
	<b><u>2019</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2018</u></b>
Full Members	125	119	55	60	180	179
Social & IBB	17	13	29	23	46	36
Special Life Members	0	1	1	3	1	4
L.O.A.	7	6	2	2	9	8
	0	7	0	3	0	10
	<b>149</b>	<b>146</b>	<b>87</b>	<b>91</b>	<b>236</b>	<b>237</b>

**7. Committee & Sub-Committee Reports****a. Sponsorship:**

Peter Letos

No meetings of the committee this month. McKenzie on board. Invoiced for first year. Need marketing folder, with differing levels of sponsorship. Dinesh has quotes on signage.

**b. Marketing, Special Projects and Clubhouse functions:**

## Past Events:

- Barefoot bowls, friends group, Sat 25th January. Barefoot bowls, 15 people@\$10 per head. Time 5pm to 6:30pm Plus Bar.
- Sunday 2nd February 50th Birthday, 2pm - 5pm own catering, 70 People. Barefoot bowls @ \$5 per head plus hall hire.
- Whitefriars Barefoot bowls, Friday 21st February.  
Bowls from 5pm to 6:15 Meal at 6:30pm, Bar open from 5pm.  
Cancelled due to lack of number but will keep in mind for later down the track.
- Serpells Road Tennis, Date 28th February. 6pm - 7:30pm , 25 -30 people, \$15:00 per head for finger food and bowls. Cancelled
- Hudson Bond Real Estate, Friday 31st January. 3-4.30pm. 8 people, \$10 per person, plus bar. Enjoyed their time at the Club Wants to do more.
- ARC Care Noelene Huxtable, Wednesday 12th February Bowling 7 - 8:30 pm. Number of people 20 – 30, Cost \$25:00 per head, Cancelled due to lack of interest

## Forward events:

- Girl Guides Bowling Night, Thursday 26th March, Time 6:15 pm to 7:30pm. 15 to 20 girls aged 7-11 years and a few Mums \$5:00 per head. Sandy McDonald, Fran Broadfoot, John Thorburn and John Nelson to help. John Thorburn to pick up 10 sets of small bowls from Bowls Victoria, Mums to use the Club bowls.
- Johns Lyng Commercial Builders, Date Monday 16th March, Time 12 noon to 3pm, 35 people. Cost include Hire of the Hall \$250:00.  
This Company does a lot of outside meetings etc.  
So we rolled the dice on this one, they are coming to Brian Donovan on Monday.

Meal 1

Meal 2

2 slices of cold meat Ham/silverside

Assorted finger food and assorted sandwiches

Pasta salad, Coleslaw and a tossed salad

With a fruit and cheese plater

Sweets @ \$16:50 per head

\$12:50 per head

- Sunday 5th April 2020  
Curtis Stephens 21st Birthday (He plays cricket in the Premier division for Doncaster /Fitzroy). Afternoon tea and bowls. 2pm to 5pm. 60 to 80 people Total cost so far \$550:00 plus bar. Numbers to be confirmed to know how many helpers we need on the green. We took this on because his parents farm was one that was burnt out in the bush fires around Corryong district.
- RESPECT DAY 31 May. Event by Dot Hayes to have all community groups engaged in sport. On the day there will be a demo match (Bowls VIC), Barefoot bowls, kids bowling (Junior Jack Attack), AFL handball, quirts, jumping castle, free BBQ (Police & Rotary), Devonshire teas sold and run by DBC social club.

### **c. House & Physical Environment:**

**Neil English**

The central evaporative cooler has been repaired at a cost of \$1190 by Arid Air.

The hedges have been pruned by Reese Lyons of Organic Mowing and Gardening at a cost of \$600.00. A long pole hedge trimmer was rented at a cost of \$92.00.

Thanks to: Fred Duthie, Colin Neal, Kevin Connell, Gary Baird, Brian Garrett, Jeff Mills, Gus Rosa for raking and removing the cut foliage and for Ken Griska who carried out some repairs as well as blowing the paths clear of debris.

The leak on the path by the male outside toilet was finally traced to an old copper pipe in that area that had been crimped years ago and was leaking due to corrosion. The pipe was cut back and a brass terminator attached to stop the flow.

The main irrigation pump was leaking water under pressure from a joint between PVC pipe and a metal elbow join. This was rectified by Craig Gathergood, of Doncaster Plumbing, with some difficulty and physical effort. Craig did not charge the Club for his time or materials.

David Grubisich (Manningham Council contact), arranged for a leak in the roof of the Club house to be repaired by Templestowe Plumbing.

A roof tile was found to have been smashed. The water damaged ceiling panel in the lounge area has now been replaced with a new one from stock.

I have been asked to post more No Smoking notices at strategic places around the Greens and in order not to alienate smoking bowlers to also open two more smoking zones.

It will also be necessary to remove all ashtray's from the rock walls and shelters to emphasise the smoking ban. The BOM will be asked to approve the additional smoking zones and the cost of signage.

The 'Free Barefoot Bowls' signage organised by Brian Donovan and sponsored by Phillip Webb Real Estate is now in place. Thanks to Laurie Hogan, Geoff Bandy and Chairman Peter Letos for helping me install the sign without damage to sign or self!

A liquid soap container in the Ladies house toilet area was gummed and leaking. After dismantling and washing the rubber components it appears to be fixed but two new dispensers will be required in the future.

Neil motioned two new smoking zones in club, at end of greens. First Gary Baird seconded, Peter Letos. Carried.

**d. Greens:**

**Geoff Bandy**

This year there has been grave concern on the condition of our greens. It has not only been since the scarifying had been done but since we had the Green Assessment report in August 2019.

The Brown patches on the back have appeared since the greenkeeper applied chemicals to which looks to have killed of some weed and is taking time to regrow the grass.

I have asked greenkeeper to apply nutrients to increase growth. He has a supply of SPORTSMASTER WSF HIGH N 35-0-11 & Fe 15kg which I hope does the trick. We will wait & see.

The scarifying is taking time to grow over as I think he went too low in cutting, as to why the belts on the scarifyer burnt out, because of the stress the machine was under. The greens most likely should have been top-dressed at the same time as cutting.

I mentioned to greenkeeper about cutting the edges of the green, his response was that the blades were too short on the edger so he can't do them. He never said anything about this until I asked, I had a look in the shed and found new blades which I had Neil English change, and he still was not happy and said that they won't cut, it got a bit heated between us so I said find a way and walked off. The funny thing was that he cut the edges of the front green next day with the same machine with good result.

I have been told from other sources that the greens mower is overheating and greenkeeper is placing a wet rag over motor to keep cool. Greenkeeper has said none of this to me as he does with everything else.

There is no communication on his behalf.

**e. Bowls Committee:**

**Gary Baird**

The Doncaster Classic was conducted last Sunday the 16th February and proved to be a very successful Tournament. The day was capably managed by Richard Lovell and his very willing team of helpers. This team of loyal club members spent many hours of planning and organization to make this event the success it was and the Bowls Committee is most grateful for their efforts. The state of the greens was the only negative aspect of the day and was most embarrassing when having to defend the poor conditions of our once revered greens. A brief unaudited summary of accounts show that approximately \$2950 profit was made on the day.

Pennant Ladder Positions are as follows;

<u>Saturday Pennant</u>		<u>Midweek Pennant</u>	
1st side	10th	1st side	8th
2nd side	3 <sup>rd</sup>	2nd side	3rd
3rd side	8 <sup>th</sup>	3rd side	3rd
4th side	2nd	4th side	8th
5th side	6th	5th side	7th
6th side	5th		

Weekly updated ladders are always displayed in the club rooms.

Pennant survey forms for 2020/21 season have been issued to all pennant players and are requested to be returned by 29th February.

Tournament numbers have been struggling all year despite different innovations being implemented such as jackpots for each day which is creating extra interest and seems to be encouraging bowlers to stay at the club longer rather than slipping away immediately after the game.

Ash Rowe is looking at experimenting with music during future tournament games which has become very popular at some other clubs.

New Shirts: Discussions have reopened with Goodridge Australia with regards to the new shirt design and updated costings. Sample proofs with the new sponsors logo's have been requested to be presented at the next Bowls Committee meeting.

**e. Grants:**

**John Thorburn**

**Nil report**

Tricia has a meeting with Lisa Waters (Manningham Council Grants), con Monday to discuss grant opportunity for the Count Me In Too Program, which works in with out RESPECT day on the 31 May.

**f. Social:**

**Fran Broadfoot**

Proposed event bowls and followed afternoon tea is 29 March, as 70<sup>th</sup> celebrations. Band also planned. Maybe Easter event. Will get confirmation of date with social club meeting this next week.

Need to organise the presentation night.

**g. Communications:**

**Fran Broadfoot**

**Nil report**

**h. Forward Planning Program Progress:**

**Peter Letos**

(Ongoing consideration)

**8. Correspondence**

- a. In: nil
- b. Out: nil

**10. General Business:**

- a. Nominating Committee for positions at AGM raised by Neil English.

Rather than wait till the day of the AGM and ask for volunteers for positions, we should be looking to get people to recognise where they can help by volunteering for specific roles that will contribute to the ongoing success of DBC.

We should have a couple of well-connected club members talk to the active members about where they volunteer, so that on the day of the AGM they can commit to a role to support the club. Ian Golding. Brian Morris, Kay Golding would be good candidates for this; Peter Letos will speak to them.

- b. Funding for back green replacement and infill area. Ash Rowe.

We received a copy of David Grubisich presentation to council of funding. The proposal was drafted and submitted to Council by David Grubisich, without the Clubs guidance.

David provided us a copy of the proposal after it had been submitted. And whilst the proposal did hit many of our targets, there were some notable errors and omissions. Ash

will contact David and get the errors clarified, specifically the figures for the project, as decisions cannot be made based on incorrect figures re costing of new green and the current costs of maintenance.

c. Condition of greens. Covered above

d. Sponsorships. Covered above

e. Tournament fees. Covered above

f. Grant applications. Covered above

g. Hire of Clubroom facilities.....suggested activities to produce income. Covered above. All Board members will attend a special meeting/sub-committee do a brainstorming of in the next few weeks.

i. Payments to volunteers for income producing events. Not possible given the constitution, but better to expand volunteer group so it's not the same people doing the role again and again.

j. Solar panels Peter Hanson to send copy to Neil English who will speak to Council about installation of solar panels on the roof, which would significantly reduce our operating electricity costs. There are some issues with structure of roof to hold panels according to council engineering group. Neil to discuss this with them.

k . Afternoon tea for game days Geoff Bandy

Pricing for cheese has not been sourced.

l. BeConnected Grant Computer Skills training days Tricia O'Connor

The club members have registered their interest and the days they are available. Tricia will set up some training times and get people to attend. The more people who attend and do several modules the more funds we get access to for the club to use for specified purposes. Training must be done in March and April.

m. Contract positions discussed for new financial year. Discussed above.

n. Clean up of sponsors brochure area, so that bar stools and chairs can be placed at the windows. Groff Bandy has secured costs for rotating brochure stands, may need up to four. Agreed that we can procure new stands to help clean up sponsorship brochure areas, spend up to \$200.

11. Next Meeting: 20 March 2020

12. Close Meeting: 12.25 pm