

## **Rimstone Cooperative Ltd — 2009 Annual General Meeting Minutes of meeting held 16 September, 2009**

Attendees: Rob Brain, Paul Brooker, Sandra Brooker, Don Brooker, Colin Moloney, Chalky Thomas, Lou Williams, Lloyd Mill, Susan White, Nicholas White, Margaret James, Miles Pierce, Rhowen Pierce, G. Rhys Maddern-Wellington, Gary Coleman, Jim Whittington, Daryl Carr, Greg Leeder, Peter Freeman.

Apologies: Phil Macumber, Brian Finlayson, Peter & Margot Matthews, Peter & Marg Robertson, John Webb, Lynne Amore.

Venue: Scout hall, Lewis Road, Wantirna South.

Meeting opened 8:30pm, chaired by Rob Brain.

### **1. Opening address**

Rob Brain introduced the 35th AGM of the Rimstone co-operative. Rob welcomed all, noted the apologies and gave a quick address, summarising some key activities over the last 12 months — including Homeleigh renovations, increased accommodation use of Homeleigh, some new members and potential new members, a reorganised foyer at Homeleigh, the revised 2-page newsletter, updated web site, and the pending New Member Information Sheet.

### **2. Minutes of last meeting (AGM 2008)**

**Motion: “That the minutes of the 2008 AGM be taken as read” — moved Sue White, seconded Paul Brooker, Motion carried.**

No business arising from the 2008 AGM meeting minutes.

### **3. Treasurer's report**

Paul Brooker presented the Treasurer's report, including: Explanatory comments sheet, Balance Sheet (as of June 2009), and Profit & Loss (July 2008 through June 2009); and answered questions.

Highlights include:

- Usage and income is rising against last year (Income up by \$3500), accommodation income has increased (1,111 person nights of usage this financial year), and Rimstone was losing money on credit card fees for guests who paid for accommodation with a credit card which has now prompted implementation of better fee recovery charges.
- Paul encouraged members to make cash arrangements to pay their accommodation fees as an additional fee is charged for credit card transactions.
- Recent expense was incurred for the replacement of the fence on the western boundary. Cost was shared with adjacent property owner.
- The \$1230 of Abnormal Expenses are due to writing off the accrued member subscription fees of seven former members.
- Electricity costs are up. Paul arrived to find the lights had been left on for a week. We now have a Smart Meter so we should be able to get electricity consumption details and analyse them (MilesP).
- The electricity meter has been moved from the hall and is now on the front verandah. The meter readers no longer need access to the building. We now have circuit breakers instead of fuses and we also have an Earth Leakage Circuit Breaker as an additional safety measure. These are required by law on all new electric installations.
- Paul also negotiated a lower rate for the supply of gas.
- Some rooms will need to have the windows replaced as part of the renovations. The new windows will be made of timber and be double hung like the existing windows.
- Claims for catering and travel to working bees need to be considered and approved by the committee if necessary.

Also:

- The Auditor's Report is in hand with figures slightly different to the tabled Treasurer's Report.
- Rimstone currently has 62 financial members. Seven unfinancial members have been written off this year as a result of unpaid fees. These members forfeit their shares to Rimstone.

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Paul moved that the Auditors report be accepted. Seconded Nick, carried after some discussion.

**Motion: That the Treasurers report be accepted — moved Marg James, seconded Jim Whittington. Carried.**

The following questions and points are to be noted:

(a) Could raise the joining fee from \$50 to \$250 (recommended Paul Brooker). To be discussed and decided by the Directors.

Paul says that the joining fee does not represent the value that it originally did. If the joining fee was increased then members would feel more sense of ownership of the property. He suggested a \$50 increase to bring the joining fee to \$250.

(b) Can we pay annual subs in advance? — Answer: no, too hard to record and track.

Audit situation:- The recent Newsletter #5 discussed this topic as follows:

“Recent changes to the Corporations Act now mean that it is not necessary to have our accounts audited each year. We are considering applying for the official annual exemption so that we can avoid this task, and avoid the audit expense.

“On the one hand, it can be argued that the books should be audited for the comfort of the members and the knowledge that the finances are looked after.

“On the other hand, it can be argued that avoiding the cost of auditing has merit. In those cases where the auditors do the auditing at either no charge or a reduced fee, then we would not be imposing on the auditors. Open for discussion at the AGM.”

Paul explained the changes in government legislation to allow exemption from submitting the reports for audit. Should we keep auditing when we are not legally required, just because the audit is being done gratis? Brendan does the paper work for no charge and submits it to the company for which he works. Rimstone pays a \$300 fee to the company for the audit. Previous auditors charged us in excess of \$1000.

**After discussion, motion moved: “That we continue to have the books audited and we continue to use the same auditor.”**

**Moved: Nicholas White, Seconded Marg James, motion carried.**

Vote of thanks — Miles Pierce thanked Treasurer Paul Brooker for his efforts.

#### **4. Maintenance report (building, property, grounds)**

Gary Coleman gave a verbal report. Key points:

- Homeleigh renovations are proceeding.
- The grounds maintenance including mowing are now done by young Ben Calinan.
- The wire fence on the western boundary has been replaced (bottom side of block).
- The power lead in has been replaced and the electricity meter moved outside on the verandah, with a new earth and safety switch.
- Toilet block:- 3 out of 4 cisterns have been replaced with new double flush units.
- New tap spindles and washers have been installed in the showers.
- Plaster sheet lining has been installed in rooms 11 & 12 but the trim is not finished yet.
- Room 15 has been stripped and insulation installed with new plaster and paint. A new double bed and mattress are now in room 15, and is probably now the “honeymoon suite”.
- The front entrance hall has new plaster but is not completed yet.
- The plaster and other building materials are stored in the caretakers residence. Please stay out unless you are working.
- Question:- re: bathroom painting. This was discussed extensively, and discussion taken offline. [Paint damage in the toilet block was caused by young boys squirting bleach at each other and caused damage to most of the walls and doors. Agreed that the boys need to make good the damage at the next working bee. Paul said that the members had recently painted the toilet block and should not need to be involved in repairing the damage. There should not be an additional cost or inconvenience to other members. The working bee would not be the ideal time to do this as there would be many members in Homeleigh using the toilet block. Rhys asked about insurance cover for the damage. Rimstone committee will negotiate a suitable time for painting. ]
- In summary, the maintenance and renovation works are flying.
- After the January 2009 conference, reports came back saying that Homeleigh is fantastic.

## **5. Booking Officer's report**

Lou Williams reported on accommodation and usage:

- Accommodation usage:- 75% of users are guests and 25% of users are members.
- Recent large groups include the RAAF, the Scouts; and a birthday party for Steve Wood and Michelle.
- More family usage is anticipated with the renovations.

## **6. General business**

Web site — Rob reported that the web site is being updated with new photos of the renovated rooms at Homeleigh. He called for comments and suggestions about the web site and newsletter.

New Member Information sheet — Rob is developing an information sheet for new members and a reminder for older members. This would include details of bookings, MIC duties and responsibilities of members and visitors.

Homeleigh supplies — The purchasing officer (Currently Sandra Brooker) needs to be informed of shortages of supplies at Homeleigh. Members are asked not to buy on behalf of Rimstone as it can be bought in bulk and some saving made.

Fire Response — During previous bushfire seasons Rudy Frank had loaned a fire fighting pump. Now that he can no longer do this, Paul and Don Brooker have built a fire fighting appliance. This has a 1000 litre tank installed on a trailer with a pump and petrol motor. The trailer has a standard 50 mm tow ball so that any vehicle can tow it to the river and fill it.

Paul Brooker announced that the tanker trailer is now completed and operational, and he circulated some photos. (It is intended to assist with fighting spot fires and ember attack. No members are obligated to use it). The equipment was acquired very favourably. A usage briefing can happen at a future working bee.

Privacy Policy — Suggested that the directors consider adoption of a Privacy Policy (Marg James; and refer Glen Baddeley if required).

## **7. Election of Directors**

Two directors have reached mid-term — Paul Brooker, Gary Coleman.

The remaining three directors who have reached end of term (2 years) are all offering to re-nominate (Rob Brain, Greg Leeder, Lou Williams). Nick White also stood for election. There being one more candidate than there are positions, a poll was conducted. It was agreed that the secret ballot poll would answer the question: "which of the four candidates would you put last?" Lloyd Mill volunteered to act as Returning Officer, and after counting votes declared that Lou Williams attracted the most number of votes. As a result, the three directors elected for the next 2 years are: Rob Brain, Greg Leeder, Nick White.

Miles Pierce moved a vote of thanks to all directors, and in particular to Lou Williams on his retiring from the role. Motion moved by acclamation.

**Meeting closed at 9:43pm.**

Footnote:

13 March 1975 — The first shares in Rimstone Cooperative Ltd were issued.

24 Feb 1975 — The first AGM was held.