

The Rotary Club of Ocean Grove Inc
Minutes for the Board meeting held at
at 7pm on Monday 16th February 2021 on Zoom

1. Attendance:

Gil Morgan	P	Xenia Williamson	P	Marion Walton	P
Pearl Macmillan	P	Chris Foster	P	Alan Keyse	A
Graeme Chamberlain	A	Gordon King	P	Rod Bush	P
John Paton	P				

2. Minutes of Previous Board Meetings: 18th January 2021

The Minutes of the previous board meeting were read and approved

Acceptance

- Moved by Rod Bush / Seconded by John Paton, *that the minutes for the meeting held on 18th January 2021, as presented, be accepted as a true and accurate records of the meeting.* Motion carried.

Business arising from Minutes:

- 2 Feather Banners have been purchased. The others have been found.
- District Grant. Rod Greer has this in hand – to be used for signage on the trailer

Minutes of Extraordinary Meeting of February 2nd 2021

The Minutes of this meeting were read and approved.

Acceptance

Moved by Gordon King, Seconded by Marion Walton, *that the minutes of the Extraordinary meeting held on 2nd February 2021, as presented, be accepted as a true and accurate record of the meeting.* Motion Carried

3. Correspondence for 15th February Meeting

The Outward and Inward Correspondence is attached.

Business arising

Committee recommendations from above correspondence:-Nil

Acceptance

- Moved by Rod Bush / Seconded by John Paton *“that the correspondence as listed be accepted and the listed actions and approvals be endorsed”.* Motion carried.

4. Treasurer’s Report:

- Treasurer John spoke to his detailed, tabled reports, which are to be attached to and form part of the minutes of this meeting.

Discussion arising from Treasurer’s report included –

- We have a healthy balance. Since July we have earned \$20,000 in profit, therefore we can give greater support to more of our projects.
- The next installment for the BBQ trailer has been paid.

Financial Report Acceptance

- Moved John Paton / Seconded Xenia Williamson *“that the Treasurer’s tabled reports be received and accounts paid be approved, and that this report attach to and form part of the minutes of this meeting*
Motion carried

5. **President's Report:** (President Gil Morgan)
- a) Meals served at the Rotary meeting are disappointing. Pres. Gil is looking at alternatives. She will speak to Dick Clay before making any decisions.
 - b) Trailer. Internal parts currently being constructed. The frame has been sent for powder coating.
 - c) Pres. Gil has applied for a spot at the Queenscliffe Market.
 - d) Pres. Gil has given permission for Tony Haines and Judy Greer to approach School Principals about the Junior Community Awards.

Presidents Report acceptance

- Moved Gil Morgan/ Seconded Rod Bush *"that the Presidents Report be accepted"*.
Motion carried

6. **Directors Reports:**

Administration: Alan Keyes –
(Program, Fundraising, Attendance,)

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Program: (Janet Alexander) No Report

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Grant Sourcing: (Rod Greer) Working on Two grants- R100 and Oral Project Display

Attendance: (Geoff Ford)

2 meetings for month of Jan – attendance average -54.4% - and Membership 57 members.

Social: (Marion Walton, Gil Morgan and Graeme Chamberlain)

1. Maybe have a Dinner to thank the Rotary partners for their support at the Market.
2. Ann Hodgkinson's Son- in -law has offered to do a wine tasting evening. More details to come.

Service Projects (Chris Foster)

(Community, Youth, Vocational, International)

Tabled reports are attached to and form part of the minutes of this meeting.

Community (Gordon King) – Report Tabled

- a) Sculpture - Gordon has spoken to the Minister's office as DELPH is slow in dealing with this. The Minister's office as agreed to "sort it out".
- b) OG Entry Identification is Ready to Go.
- c) Grubb Road Walking Track – on going. Maybe get involved in developing a new walking track between Woodlands and Yellow Gums Estates.
- d) Baton Relay – there have been lots of Meetings. Our Group is reasonably organized. Need to know how many Rotarians will attend the final handover at Christ church. Proposed date – 21st March 2021. Book in the Mayor of Queenscliffe.

There will be Flyers for clubs to use as advertising. Xenia will put info into Newspapers.

There will be 5minute speakers from Groups that have received Rotary Funding. For us it will be Surf Life Saving Clubs Victoria.

We need to supply details of each Rotary club's contribution to the community in hours and donations. Rod Bush and John Paton will supply this info.

Each Club should donate \$150 for expenses.

Motion :- The Board agrees to make a contribution of \$150 towards the expenses of the R100 Baton Relay.

Moved – Gordon King, Seconded Marion Walton. Motion Carried

Youth Services_(Meredith O’Neil)- Report tabled.

1. Junior Communities Award Program:-

Motion :- The Board approves the Proposal for the Rotary Junior Community Awards as detailed by the Chair of the Youth Services Committee , Meredith O’Neill, in her submission to the Board.

Moved by Rod Bush, Seconded by John Paton. Motion Carried

2. Geoff Chandler is retiring from the Youth Services committee. His service should be acknowledged.

3. An email has been received from Phil Edwards regarding support for OG Primary School’s submission for a Grant to provide an all- abilities playground at the school. Will the Youth committee support this submission? Discuss with Meredith.

Vocational (Lynne Carlson Awards.) Report submitted.

1. The Vocational Awards for 2020/21 will take place on the 25th May 2021.

2. Some of the Names of the Awards have been updated.

3. The Chair of Vocational Service, Lynne Carlson, has submitted a request to increase the value of the Prize money by \$1000, namely for better prizes for the runners up.

Motion The Board approves an additional \$1000 in Prize money to make the Awards more meaningful.

Moved – Rod Bush, Seconded – Gordon King. Motion Carried.

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International_(Graeme Batrouney) – No Report

Foundation (Gordon King)- No report

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Public Relations (Xenia Williamson).

1. The Town Entry information is ready to go, schools are being involved, and there will be info on the radio and in the Press.

2. The Vocational Awards and the Art Show are also being advertised.

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Membership (Rod Bush) – Report submitted.

1. Kath Venters is ready to join and we have 4 other potential members who attended the club meeting last week.

2. Rod is now on a District Membership committee that is looking at attracting and retaining new members.

3. John Calnin has requested that under the ‘85’ rule that he does not have to attend regular meetings. The Board supported this and agreed that John can attend meetings as and when he is able, but he must book in for the meeting so that the attendance officer has correct numbers.

7. **Additional Reports-**

Art Show – John Calnin requested the Boards support for the Art Show this year, and seeks a donation of \$2500 for the Main Prize.

Motion The Board fully supports the Art Show and approves the donation of \$2500 towards the Prize money.

Moved – John Paton, Seconded Gordon King. Motion carried

Market – February Market was again a great success - \$1100 from the BBQ and \$2500 from gold coin collection.

The biggest response on our website is about the market.

Other -Nil

Acceptance of Administration, Directors and Additional Reports

- Moved by Marion Walton / Seconded by Xenia Williamson
“that the Administration, Directors and Additional reports be accepted, and that listed agreed actions, approvals and recommendations be endorsed” Motion carried

8. General Business:

1. We should discuss the make-up of our Board. Is it the best model? Should we include the 4 Service Heads, and remove the Service Projects Chair, the Membership Chair, and the Public Image Chair. Or are there other changes we could make?

A small sub-committee will meet to discuss this in detail. Sub-committee appointees- Pres. Gil Morgan, Gordon King, Rod Bush, Pearl Macmillan.

2. Asset Register – Rod checked and updated the Register
3. Pres. Gil will attend the 20th Birthday celebration of the Combined Point Lonsdale Probus Club.
4. Rod Greer has submitted a request for Board approval and support for an “Oral History on Display” project. Rod is applying for a grant from the ‘Local History Grants Program Round 19’ to allow this to proceed. Rod also requests that the Rotary Club supplies the Catering for the opening event.

Motion – The Board approves and supports the “Oral History on Display” project, and commits the club to be part of the process. The Board also approves the application for a Grant from the ‘Local History Grants Program Round 19. The Board confirms that the club will meet the cost of catering for the Opening Event.

Moved - John Paton, Seconded – Rod Bush. Motion Carried

Closure: Meeting closed at 8.50 pm

Next Meeting: Monday 15th March

Venue and Time: Home of President Gil or on Zoom, at 7pm.

Venue -To be confirmed.

Gillian Morgan
President

Pearl Macmillan
Secretary

Rotary Club of Ocean Grove Inc

BALANCE SHEET

As of January 31, 2021

	TOTAL
Assets	
Current Assets	
2000 General Account 4749	13,813.67
2001 Art Show Account 7003	8,564.51
2002 Term Deposit #6184 (12mth)	0.00
2003 Term Deposit #6242 (6mth)	0.00
2004 Trading Account 6663	100.00
2005 Term Deposit #6148 (7mth)	0.00
2009 Petty Cash	300.00
Charities Account	47,934.38
Undeposited Funds	0.00
Total Current Assets	A\$70,712.56
Total Assets	A\$70,712.56
Liabilities and shareholder's equity	
Shareholders' equity:	
Net Income	31,455.19
Opening Balance Equity	31,266.70
Retained Earnings	7,990.67
Total shareholders' equity	A\$70,712.56
Total liabilities and equity	A\$70,712.56



Rotary Club of Ocean Grove Inc

PROFIT AND LOSS, ALL ACCOUNTS

1 July, 2020 - 15 February, 2021

	TOTAL		
	1 JUL, 2020 - 15 FEB, 2021	1 JUL, 2019 - 15 FEB, 2020 (PY)	1 JUL, 2020 - 15 FEB, 2021 (YTD)
Income			
0500 Charities Income			
0501 Summer Market Sites	15,208.95	14,918.00	15,208.95
0510 Market Raffle		1,134.90	
0511 BBQ RAFFLE	1,130.00		1,130.00
0515 Market Entry Collection	10,898.95	18,981.20	10,898.95
0520 Community GDFL Gate etc.		5,000.00	
0521 Community Sausage Sizzles	8,111.56	5,607.10	8,111.56
0525 Car Raffle		9,066.08	
0540 Public Donations	2,377.55	264.45	2,377.55
0570 Sundry Projects Income	3,795.55	2,152.55	3,795.55
0580 Interest earned	3.49		3.49
0585 Investment Capital Returned	22,354.31		22,354.31
Total 0500 Charities Income	63,880.36	57,124.28	63,880.36
0600 Administration Income			
0645 Member Annual Subscriptions	12,615.00	11,741.64	12,615.00
0650 Meeting Receipts	7,286.47	27,912.13	7,286.47
0655 Meeting Sergeant	148.00	825.30	148.00
0660 Club Meeting Contribution	2,160.00		2,160.00
0665 Footy Tipping	470.00	315.00	470.00
0670 Sundry Admin. Income	250.00	185.56	250.00
Total 0600 Administration Income	22,929.47	40,979.63	22,929.47
0700 Art Show - Income			
0710 Sponsorship	5,250.00	10,750.00	5,250.00
0720 Art Raffle Sales		2,874.40	
0730 Art Entry Fees		4,480.00	
0740 Catalog Advertising		595.00	
0750 Screen Bond Return		400.00	
0760 Art Show Door Collection		764.90	
0770 Sale of Paintings		20,769.27	
0780 Sundry Revenue	120.00	220.00	120.00
Total 0700 Art Show - Income	5,370.00	40,853.57	5,370.00
0900 Trading Account Income	24.52	18,697.53	24.52
0910 Admin Members Contributions	1,790.00		1,790.00
0920 Admin Dinner Sales	4,833.99		4,833.99
0949 Admin Sundries	259.81		259.81
0960 Market Fees	11,645.00		11,645.00
0961 BBQ Stall	343.31		343.31
0970 Wine Sales	3,450.00		3,450.00
0975 Rotary Health	175.00		175.00



Rotary Club of Ocean Grove Inc

PROFIT AND LOSS, ALL ACCOUNTS

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	TOTAL		
	1 JUL, 2020 - 15 FEB, 2021	1 JUL, 2019 - 15 FEB, 2020 (PY)	1 JUL, 2020 - 15 FEB, 2021 (YTD)
0999 Charities Sundry Income	2,550.00		2,550.00
Total 0900 Trading Account Income	25,071.63	18,697.53	25,071.63
Total Income	A\$117,251.46	A\$157,655.01	A\$117,251.46
GROSS PROFIT	A\$117,251.46	A\$157,655.01	A\$117,251.46
Expenses			
1500 Charities Expenses			
1528 Summer Market Expenses	3,879.42	3,568.15	3,879.42
1532 Market Insurance	660.00	516.00	660.00
1534 Youth Donations	-1,200.00	2,500.00	-1,200.00
1535 Youth Payments excl Exchange	2,000.00	383.78	2,000.00
1540 Vocational Payments	2,642.70	1,180.00	2,642.70
1545 Car Raffle Expenses		2,300.31	
1546 BBQ RAFFLE EXPENSES	250.00		250.00
1549 Community Donations		1,350.00	
1550 Community Projects	586.15	9,403.20	586.15
1552 Market Gate Refunds		17,555.45	
1553 Sausage Sizzle Costs	2,094.01	1,785.20	2,094.01
1555 Solmaid School Project	2,750.00	2,750.00	2,750.00
1560 International Projects Donations		2,000.00	
1565 Other Charitable Donations		500.00	
1580 Sundry Projects Expenses	29,604.31	1,603.31	29,604.31
Total 1500 Charities Expenses	43,266.59	47,395.40	43,266.59
1600 Administration Expenses			
1605 Rotary International Subscriptions	6,357.19	6,014.43	6,357.19
1606 RDU Magazine Subscriptions	2,078.00	1,953.30	2,078.00
1607 District Subscriptions	4,560.00	4,080.00	4,560.00
1608 Social Club Subscriptions	968.00		968.00
1609 Badges and Regalia	347.68	247.07	347.68
1610 Training Expenses		235.00	
1615 Meeting Meals/Venue	6,411.56	22,959.49	6,411.56
1620 Meeting Raffle Expenses		318.14	
1625 Postage, Printing, Stationery	136.50	164.50	136.50
1632 Accounting Expenses	70.18	103.12	70.18
1635 Comms (Web host, Telephone etc)	254.09	321.86	254.09
1640 Public Relations		490.00	
1645 Equipment Purchase	775.44	248.28	775.44
1650 Sundry Admin Expenses	250.10		250.10
Total 1600 Administration Expenses	22,208.74	37,135.19	22,208.74
1700 Art Show - Expenses			
1710 Prize Payments		10,750.00	
1720 Payments to Artists		15,759.00	
1725 Payments to Beneficiaries		2,500.00	
1740 Hire of Screens	385.00	800.00	385.00



Rotary Club of Ocean Grove Inc

PROFIT AND LOSS, ALL ACCOUNTS

1 July, 2020 - 15 February, 2021

	TOTAL		
	1 JUL, 2020 - 15 FEB, 2021	1 JUL, 2019 - 15 FEB, 2020 (PY)	1 JUL, 2020 - 15 FEB, 2021 (YTD)
1750 Hire of venue		400.00	
1755 Catering Costs		967.36	
1760 Judges Costs		645.00	
1770 Printing catalog	110.00	490.00	110.00
1775 Cash Advance		0.00	
1780 Advertising/Promotional Signage		133.00	
1785 Office/General Administrative Expenses		316.41	
1790 Sundry Expenses	250.00	292.90	250.00
Total 1700 Art Show - Expenses	745.00	33,053.67	745.00
1900 Trading Account Transfers	22,225.08	17,522.42	22,225.08
Uncategorised Expense	5.49		5.49
Total Expenses	A\$88,450.90	A\$135,106.68	A\$88,450.90
Other Expenses			
Other Expense		0.00	
Total Other Expenses	A\$0.00	A\$0.00	A\$0.00
NET EARNINGS	A\$28,800.56	A\$22,548.33	A\$28,800.56



Rotary Club of Ocean Grove Inc

PROFIT AND LOSS, ALL ACCOUNTS

January 2021

	TOTAL		
	JAN 2021	JAN 2020 (PY)	JUL 2020 - JAN 2021 (YTD)
Income			
0500 Charities Income			
0501 Summer Market Sites	1,838.00	1,477.00	14,250.95
0510 Market Raffle		306.65	
0511 BBQ RAFFLE			669.00
0515 Market Entry Collection	1,831.95	12,857.70	8,458.85
0521 Community Sausage Sizzles	1,150.00	1,274.50	6,704.06
0525 Car Raffle		5,202.77	
0540 Public Donations	837.55	214.45	2,377.55
0570 Sundry Projects Income	10.00		3,699.25
0580 Interest earned	0.34		3.10
0585 Investment Capital Returned			22,354.31
Total 0500 Charities Income	5,667.84	21,333.07	58,517.07
0600 Administration Income			
0645 Member Annual Subscriptions			12,615.00
0650 Meeting Receipts	1,016.81	1,366.32	6,536.47
0655 Meeting Sergeant			55.55
0660 Club Meeting Contribution			2,160.00
0665 Footy Tipping			470.00
0670 Sundry Admin. Income		56.66	250.00
Total 0600 Administration Income	1,016.81	1,422.98	22,087.02
0700 Art Show - Income			
0710 Sponsorship			5,250.00
0780 Sundry Revenue			120.00
Total 0700 Art Show - Income			5,370.00
0900 Trading Account Income		1,680.17	24.52
0910 Admin Members Contributions			1,790.00
0920 Admin Dinner Sales	901.00		3,321.10
0949 Admin Sundries	9.81		259.81
0960 Market Fees	938.00		10,949.00
0961 BBQ Stall			205.01
0970 Wine Sales			3,450.00
0975 Rotary Health			175.00
0999 Charities Sundry Income	510.00		2,550.00
Total 0900 Trading Account Income	2,358.81	1,680.17	22,724.44
Total Income	A\$9,043.46	A\$24,436.22	A\$108,698.53
GROSS PROFIT	A\$9,043.46	A\$24,436.22	A\$108,698.53
Expenses			
1500 Charities Expenses			
1528 Summer Market Expenses	200.00	649.80	2,579.91
1532 Market Insurance	36.00	114.00	456.00
1534 Youth Donations			-1,200.00
1540 Vocational Payments			2,642.70



Rotary Club of Ocean Grove Inc

PROFIT AND LOSS, ALL ACCOUNTS

January 2021

	TOTAL		
	JAN 2021	JAN 2020 (PY)	JUL 2020 - JAN 2021 (YTD)
1545 Car Raffle Expenses		340.31	
1546 BBQ RAFFLE EXPENSES			250.00
1549 Community Donations		350.00	
1550 Community Projects	33.00	3,514.50	447.15
1552 Market Gate Refunds		12,857.70	
1553 Sausage Sizzle Costs	377.30	381.02	1,696.29
1555 Solmaid School Project			2,750.00
1580 Sundry Projects Expenses			24,604.31
Total 1500 Charities Expenses	646.30	18,207.33	34,226.36
1600 Administration Expenses			
1605 Rotary International Subscriptions	2,949.41	3,024.95	6,357.19
1606 RDU Magazine Subscriptions	1,039.00	980.00	2,078.00
1607 District Subscriptions			4,560.00
1609 Badges and Regalia	98.50	26.29	108.35
1615 Meeting Meals/Venue	1,059.00	1,020.00	5,451.56
1625 Postage, Printing, Stationery			136.50
1632 Accounting Expenses		5.49	70.18
1635 Comms (Web host,Telephone etc)			254.09
1645 Equipment Purchase	72.99		775.44
1650 Sundry Admin Expenses			250.10
Total 1600 Administration Expenses	5,218.90	5,056.73	20,041.41
1700 Art Show - Expenses			
1720 Payments to Artists		45.00	
1740 Hire of Screens			385.00
1770 Printing catalog			110.00
1790 Sundry Expenses			250.00
Total 1700 Art Show - Expenses		45.00	745.00
1900 Trading Account Transfers	2,418.81	1,542.24	22,225.08
Uncategorised Expense			5.49
Total Expenses	A\$8,284.01	A\$24,851.30	A\$77,243.34
Other Expenses			
Other Expense		0.00	
Total Other Expenses	A\$0.00	A\$0.00	A\$0.00
NET EARNINGS	A\$759.45	A\$ -415.08	A\$31,455.19

Rotary Club of Ocean Grove Inc

TRANSACTION REPORT

January 2021

DATE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT
1500 Charities Expenses				
1528 Summer Market Expenses				
07/01/2021	Ocean Grove Park Inc	Rotary Market 3.1.21 Ocean Grove Park Inc	Charities Account	200.00
Total for 1528 Summer Market Expenses				A\$200.00
1532 Market Insurance				
07/01/2021	One Underwriting (Market Insurer)	Jan Market One Underwriting P/L	Charities Account	36.00
Total for 1532 Market Insurance				A\$36.00
1550 Community Projects				
29/01/2021	Walton, Marion	Aus Day products W+M Walton	Charities Account	33.00
Total for 1550 Community Projects				A\$33.00
1553 Sausage Sizzle Costs				
07/01/2021	Chamberlain, Graeme	OSKO PAYMENT Jan Market expenses Graeme Chamberlain	Charities Account	377.30
Total for 1553 Sausage Sizzle Costs				A\$377.30
Total for 1500 Charities Expenses				A\$646.30
1600 Administration Expenses				
1605 Rotary International Subscriptions				
18/01/2021	Rotary International	Inv 0000433047 Rotary International	2000 General Account 4749	2,949.41
Total for 1605 Rotary International Subscriptions				A\$2,949.41
1606 RDU Magazine Subscriptions				
29/01/2021	Rotary Down Under	Inv RDU-3469 RCOG Rotary Down Under	2000 General Account 4749	1,039.00
Total for 1606 RDU Magazine Subscriptions				A\$1,039.00
1609 Badges and Regalia				
29/01/2021	Macmillan, Pearl	Pres Collar Pearl Macmillan	2000 General Account 4749	98.50
Total for 1609 Badges and Regalia				A\$98.50
1615 Meeting Meals/Venue				
13/01/2021	Readings Cinema	CHEQUE 1827	2000 General Account 4749	492.00
29/01/2021	Walton, Marion	Brewicola Night Ice creams W+M Walton	2000 General Account 4749	42.00
29/01/2021	Brewicolo Brewing Co	RCOG 19.1.21 Brewicolo Brewing Co	2000 General Account 4749	525.00
Total for 1615 Meeting Meals/Venue				A\$1,059.00
1645 Equipment Purchase				
18/01/2021	Morgan, Gillian	JB HI FI speaker stand Gillian MORGAN	2000 General Account 4749	72.99
Total for 1645 Equipment Purchase				A\$72.99
Total for 1600 Administration Expenses				A\$5,218.90
1900 Trading Account Transfers				
31/01/2021		Scarecrow entry 00221155211201	2004 Trading Account 6663	10.00
31/01/2021		Trailer Donation 00221155211201	2004 Trading Account	500.00

Rotary Club of Ocean Grove Inc

TRANSACTION REPORT

January 2021

DATE	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT
			6663	
31/01/2021		Market fees 00221155211201	2004 Trading Account	998.00
			6663	
31/01/2021		Dinner Sales 00221155211601	2004 Trading Account	910.81
			6663	
Total for 1900 Trading Account Transfers				A\$2,418.81
TOTAL				A\$8,284.01

Rotary Club of Ocean Grove – Board meeting – Monday February 18th, 2021

Membership Report: Member news:

Member information:

- Amy Hawker has resigned due to family/business commitments; Brad won't be pursuing membership
- Kath Venters transferring from Wendouree B'fast
- Lynda Stagg - friend of Jenny Wright - potential new member
- David Larkin - contact from market - Ballarat member - potential new member
- Lisa Hanley - contact from web site - member of Melbourne Beach (USA) - potential new member, as is her husband.
- Graham O'Donnell - from web site; member of Melbourne - potential new member; RYLA connections; Youth focussed

Meeting attendance:

- John Calnin - requesting to not attend meetings

General Business

- Job Descriptions - distribution continuing. Responses not !
- I'm now a member of a District Membership c'tee looking at 'existing' clubs
- Structure of our Board - is it optimal ? (Discussion)
- Meeting protocol: greeter to be present at 6pm; non responders to wait after arrival before sitting (+ a fine ?); visiting/new members need to be shown hospitality etc.
- we have some problem 'attenders' who don't respond to email invitation and will need direct contact

