

BGCC:Committee meeting: Minutes

Date: Monday 4 June 2018

Where: BGCC Clubhouse 6pm

1) Attendance

Present: Russell Murphy (Pres), Kai Swoboda (Sec), Jane Lake (Treas), Christine O'Brien, Patricia Ashton, Helen Tongway, Scott Hunter (Boat Captain), Joanne Nelson, Jacque Gutterson.

Apologies:

2) Minutes of the last meetings:

Decision: Minutes of the May 2018 meeting be accepted, with minor amendments to correct typos on p. 1 (Willsmore).

Proposed: RM Seconded JL

3) As per Blazing Paddles

4) Treasurer's report

- Written report tabled (see attachment 1)
- Received operating grant from ACT Government \$6.6k
- Cheque for tilers sent yesterday
- Need to spend a further \$22K on shed, just spent \$3k
- Further monies to be transferred to building a/c?

Decision: Transfer up to \$10k to building a/c when needed.

Proposed: RM Seconded JL

- Awaiting further advice from ACT Government on stamp duty.

5) Correspondence

IN:

- Letter from ACT Govt confirming operating grant
- Club affiliation for PNSW @ \$200.

OUT:

- Nil

6) Shed and carpark security arrangements

- Committee had a demonstration from Gary of new security cameras and monitoring system.
- Awaiting more signs – at least 3 more signs but up to 6.
- Keys to hard drive to be held by Russell, Patricia and Scotty. Discussion about the circumstances under which footage can be reviewed

Decision: Should an incident occur where it is determined that security camera footage may assist, the footage can only be viewed by two nominated Committee members jointly viewing the footage.

Proposed: RM Seconded JL

- Emergency exit requires further consideration
- Check with Shane about lockable door in women's change room

7) Dinner

- Low number of registrations to date.
- Awards and prizes arranged.

8) Winter time trials

- 7 boats in perfect weather at the last tt.
- Next race at Nelligen on 7 July

9) Convenor reports – as per blazing paddles

- WW – examining hosting a southern NSW event in October/November 2018, possibly at Cotter/Uriarra/Pine Island
- Canoe polo going OK, attendance generally low
- SUP – training for state titles, some events coming up
- Membership – 299 members at present
- Discussion about why new members do not return after joining or attending taste of paddling. Patricia to canvass views from her paddling group to understand reasons.

10) Other business

- Ned to re-apply for permit for pontoons – Bob to pursue, 2 year permit
- Kai to follow update for 2018 canoe polo invitational

11) Meeting closed 7.36pm.

12) Next meeting – 2 July 2018 @ WETSPOT.

Attachment 1

Review for JL 4/6 *2*

May 2018 Treasurer's Report

Expenditure: Operating Account

Cheque number	issued	presented	\$\$	to	Purpose	Pa/JL
1877	27/4/17		200.00	Jacinta Buckman	Representation grant Canoe Polo	
1916	9/4/18	16/4/18	800.00	Wetspot	deposit for Annual Dinner 2018	
1917	9/4/18	16/4/18	333.00	wetspot	wetspot materials and repairs	
1918	9/4/18	16/4/18	1,150.00	Wetspot	bobie quest (fleet)	
1919	9/4/18	18/4/18	422.24	Blueline Sports - GU	fundraising gu purchase - bob	
1920	9/4/18		299.00	Litix Polygenics	refund of coaching training costs	
1921	9/4/18	15/4/18	272.39	ACTEW AGI	jan / feb utilities	
1922	9/4/18	17/4/18	81.70	roaduser charges	Trailsteego	
1923	12/4/18	18/4/18		transfer to debit card account	debit card top up 1700	
1924		18/5/18	628.10			
1925		14/5/18	1,000.00	transfer to Debit Card	debit card top up	

expenditure in May **\$628.10**

Other (see above) \$1,000.00 transfer to debit card
\$0.00 transfer to building account

May

May Income	May	May	May
Operating Account	May	May	May
rem	\$5	\$5	
Ezidebit		0.00	
Register Now		\$227.90	
Canoe Polo (pool)		\$1,301.00	Membership upgrade (Boat storage)
Invoices		\$6,600.00	single entry
Cash		\$377.25	B&Q money
			BGCC Birthday dinner
			invoice: ACT admin grant
total	\$8,506.15		\$6,600.00

Invoices	Issued	Presented	Amount	Purpose
8-2016/17	12/02/2017	21/02/2017	\$6,600.00	ACT government operational grant
9-2016/17	12/02/2017	21/02/2017	\$128,150.00	2017 Capital assistance grant (ACT Gov)
1-2017/18	27/11/17	30/11/17	\$975.00	Elite Energy triathlon
2-2017/2018		25/1/18	\$302.00	Tri
3-2017/2018		30/1/18	\$180.00	Tri
5-2017/2018		14/2/18	1,000.00	donation from Corleia
4-2017/2018		5/3/18	144.00	triathlon ACT Aqua 3Kayaks
			6,600.00	ACT government administration grant

Invoices presented May total **6,600.00**

Opening bal. 30/4/2018 **24,840.43**
closing Bal 31/5/2018 **31,718.48**

reconciliation ok

Term Deposit	Interest	balance
30/6/17	29.60	77,220.43
Account closed		0.00

\$77,220.43 transferred to building account

Attachment 1

Building Account						
cheque number	date issued	date presented	amount	Purpose	comments	
12	6/11/2017	15/11/17	52,970.00	Stage III	mastaflo - Plumbing	authorised by Bob Collins
13	6/11/2017	17/11/17	\$3,470.70	stage III	Shane Lund - materials / labour	authorised by Bob Collins
14	25/11/2017	27/11/17	\$38,808.00	Ruiz Payment #5	RUIZ contract	authorised by Bob Collins
15	6/11/2017	16/11/17	\$379.50	Advanced Structural Design	building drawings	Authorised by Bob Collins
16	10/12/2017	12/12/17	\$11,997.00	Ruiz final payment including variation 2		Authorised by Bob Collins
17	19/12/2017	20/12/17	\$1,376.44	shane lund stage 1 materials		Authorised by Bob Collins
18	19/12/2017	22/12/17	\$419.88	damesa - safety door handles		Authorised by Bob Collins
19	19/12/2017	20/12/17	\$5,456.00	mastaflo - electrical works stage 1&2		Authorised by Bob Collins
20	19/12/2017	22/12/17	\$550.00	canberra locksmiths - new locks for shed		Authorised by Bob Collins
21	14/1/18	23/1/18	\$628.34	shane lund - materials stage 1		Authorised by Bob Collins
22	11/1/18	15/1/18	\$740.00	wetspot - carpet for shed		Authorised by committee
Transfer	6/3/18	7/3/18	\$10,000.00	Transfer from operating account	\$10,000 deposit authorised by the committee	
23	9/4/18	16/4/18	\$348.45	wetspot building materials		
24	12/4/18	17/4/18	\$1,900.00	Shane Lund - materials and labour inv2199		
25	12/4/18	17/4/18	\$3,981.00	Shane Lund - materials and labour inv 2200		
Total expenditure May from building account			50.00			
Opening balance 30/4/2018			\$15,367.64			
closing balance 31/5/18			\$15,367.64			
reconciliation						
Debit Card Account						
only operated by Patricia Ashton (V President) and Jane Lake (Treasurer)						
which card	date	Presented	\$s	to / for		
JL		5/3/18	90.00	Refund of BT fee		
JL		7/3/18	474.37	Marathon race costs: refund To Helen Tongway		
JL		7/3/18	220.00	refund of membership fees to N Stokes		
PA		9/3/18	687.00	Building materials for shed (record against shed costs as well)		
JL		4/4/18	296.50	reimbursement to Eob collins for building materials (record against shed)		
JL/PA		13/4/18		top up of 1700 from operating account		
PA		19/4/18	85.6	Bunnings - Shed materials		
JL		19/4/18	155.24	ACTEW AGL Electricity bill (March - April)		
JL		29/4/18	227	Shane Lund: reimbursement inv 2149		
PA		1/5/18	45.32	Bunnings - Shed materials		
JL		14/5/18	200	Aust rep grant \$200		
JL		14/5/18	200	Aust rep grant \$200		
JL		14/5/18	143.57	ACTEW Electricity Bill May Bill		
JL/PA		14/5/18		top up of \$1000 from operating account		
JL		19/5/18	49	inet: annual fee for website		
PA		3/6/18	144	Wine for the BGCC 31rthday dinner		
JL		3/6/18	927.87	transfer to Gary Rabe for security equipment for the shed		
Total Exp May 2018			637.89			
Credit to debit card account in April			1,000.00			
opening balance 30/4/18			\$1,378.44			
closing balance 31/5/18			\$1,740.55			
reconciliation ok						

\$1,740.55