

BEECHMONT AREA PROGRESS ASSOCIATION INC.

ANNUAL GENERAL MEETING MINUTES

7 pm MONDAY 14 APRIL 2014
BEECHMONT COMMUNITY CENTRE

ATTENDEES: Beryl Blake, Tom Blake, Alan Barker, Eli Barker, Geoff Bruce, Patricia Burchell, Peter Clark, Fran Gilbert, Ian Gilbert, Maurie Hansell, Fay Hansell, Michael Kenyon, Diane Kuhl, Alan Leech, John Ritchie, Janet Ritchie, Doreen Sproul, Paula Sproul, Ger Vloothuis, Steve Walters, Cr. Virginia West

WELCOME:

At 7pm Tom welcomed everyone present and introduced Cr. Virginia West, Deputy Mayor of Scenic Rim Regional Council, whom was invited by BAPA to be Chairperson tonight for this Annual General Meeting.

Apologies were given.

APOLOGIES: Terri Brown, Sara Bruxner, Joy Drescher, Paul English, David Farnworth, Lyn Hynd, Lorna Lowther, Bronwyn McKinlay, Janet Moore, Cedda O'Neill, Mark Ritchie, Marie Robb, Andrew Sproul, Wendi Trulson, Rowena Walters, Andrew Williams, Anna Vloothuis

MINUTES FROM PREVIOUS ANNUAL GENERAL MEETING HELD 8 April 2013

Motion 1 "That the minutes of the Annual General meeting of 8 April 2013 are confirmed as a true and accurate record of that meeting"
Moved: Tom Blake
Seconded: Diane Kuhl
Result: All in favour

PRESIDENTS REPORT:

Tom presented the Presidents report for 2013 – 2014 – see attached.

Motion 2 "Acceptance of President's report"
Moved: Maurie Hansell
Seconded: John Ritchie
Result: All in favour

TREASURERS REPORT:

Fran Gilbert delivered the yearly financial report as attached.

Market stall numbers have levelled out.

Tom & Ger explained that BAPA requires the accounts to be audited, Michael Kenyon suggested the same Auditor that works for the School P&C, Michael will pass name and details onto Fran.

Motion 2 “Acceptance of Treasurer’s report”
Moved: Fran Gilbert
Seconded: Janet Ritchie
Result: All in agreement.

Community Garden

Patricia Burchell reported that the garden is growing and all members are very happy. Allan does any plumbing repairs and the gates and fences that all adds to the appearance of the Community Garden in their section of the community centre. Currently there are 10 to 15 members but Janet Moore has the correct numbers and unfortunately Janet is quite sick at the moment.

Op Shop

Doreen’s report as spoken:

“This past year, 2013-2014 has seen a down turn in takings at the Op Shop but stock is at an all time high level. On market days I have reduced prices to clear as much as possible and this has been moderately successful (see Treasurers Report).

Many thanks to those who support with time and donations and I look forward to another year of trading. Thanks also to Geoff for his help with, amongst other things, clothes racks and to Marie Robb for continued support via ‘The Gold Coast Hinterlander’.

Also Sunday newspapers give a modest profit. They are available at the Op Shop every Sunday except Market Day with the help of my son Andrew, market days they are available at the cottage.

Thanks to Scenic Rim Council for the step-tread and painting of the steps and handrails to the Op Shop. Customers remark on how much safer they appear.”

Zest Fest

Wendi Trulson not present but has passed on that all is on track for 2014 Zest Fest on 29 June 2014. A copy of Zest Fest Committee’s current financials is included in the Treasurers report.

ELECTION OF OFFICE BEARERS

Current Office Bearers retired.

Written nominations were tabled and called from the floor, Virginia adjudicated the re elections being:

	NOMINEE	NOMINATOR	SECONDED
President	Tom Blake	Terri Brown	Alan Barker
Vice-President	Doreen Sproul	Ger Vloothuis	Diane Kuhl
Secretary	Ger Vloothuis	Doreen Sproul	Diane Kuhl
Treasurer	Fran Gilbert	Ger Vloothuis	Doreen Sproul
Committee Members			
Minute Secretary	Diane Kuhl	Doreen Sproul	Ger Vloothuis
Market Coordinator	Stephen Walters	Stephen Walters	Matthew Walters

Stephen's nomination was for Vice-President but changed to Committee Member – Market Coordinator, Steve explained that he just wanted to help the group and do a specific job, mainly because he has noticed recently the decline in numbers on market day of patrons and stallholders and feels he can help. All were in agreement for Steve to be the new Market Coordinator.

Cr. Virginia said on behalf of SRRC we would like to commend BAPA for going from strength to strength over the last year. Very impressed and everyone involved is doing a great job.

Virginia thanked the outgoing committee and thanked everyone for his or her efforts.

All nominees accepted their positions

Virginia West congratulated and announced new office bearers.

Meeting closed at 7.35 pm

Next AGM will be held on or before Monday 13th April 2015 – but will check first that it is not Easter or School Holidays.

Attachments/Inclusions:

Page 4 Presidents report
Pages 5-8 Treasurers report

President's Report

The 2013 to 2014 year has been one of consolidation.

The Scenic Rim Regional Council (SRRC) has given BAPA a 5 year management agreement of the Community Centre. They have painted the Headmaster's Cottage; (really uplifting it) and undertaken other valuable work around the Community Centre; including the whirly birds in the cottage.

The market has continued to be the one regular meeting point for Beechmontians; with local musicians providing atmosphere and entertainment. We really appreciate those stall-holders who make the market by turning up time and time again with little financial reward!

Many people have commented that there seems to be a lot more people present at the Community Centre; which is fantastic.

Hopefully later this year, the Beech Mountain Arts group will form another sub-committee and will set up an artist's studio in the Headmasters Cottage.

The Zestfest sub-committee is preparing for another successful Zestfest; with added food outlets.

I've been approached by Greg Slater from BRASA to meet after the AGM; with the aim of working closely in the future. We envisage that a meeting of the two groups of executives will take place to discuss what this entails. This is very exciting; considering the friction between various groups in the past on the mountain. Both Greg and I were not involved in this past history and we have no intentions to revisit or re-open any issues. Please approach the BAPA committee to offer any points to raise. At this stage, moneys will not be discussed. The main aim is to form a closer alliance and eliminate any duplications. I am a huge supporter of BRASA and the Hall on Graceleigh and am excited with the anticipation of sporting days.

BAPA has worked hard to respect and be inclusive of the many other groups on the mountain. Taking over and maintaining the Beechmont web-site to all is part of this; with most of the accolades going to Ger.

BAPA still struggles to get volunteers from outside a small core group. It is my opinion that we need a volunteer organizer to work on this in order for BAPA to be more sustainable.

We have also struggled to fill roles which I presented some time ago. This would spread the load of work around. Market coordinator, buildings coordinator and volunteer coordinator are on top of the list.

Maurie was able to get us a \$10,000 grant for the new deck on the Headmasters Cottage. After some vigorous debate we came up with a design and the process is now in the Scenic Rim Regional Council's system.

Ger has done a fantastic job as secretary and webmaster for the Beechmont.org.au website; the latter taking many hours of work. He has also set up our new software donated by Clare Beck; enabling us to set up our financials and emailing lists.

Doreen has been extremely busy and productive as ever with Op shop and the many other duties she performs.

Fran has done her job as Treasurer very efficiently with much grace; including the hapless task to extracting moneys from stallholders on quiet days!!

Tom Blake / President

**Beechmont Area Progress Association
Consolidated Accounts**

**Balance Sheet
as at 31st January 2014**

	BAPA	Community Garden	Zest Fest	Total
ASSETS				
Current Assets				
Petty Cash/Cash Float	76.00	152.19	-	228.19
Bank Account	23,334.84	1,310.47	4,206.18	28,851.49
Total Current Assets	23,410.84	1,462.66	4,206.18	29,079.68
Non-Current Assets				
Clothes Racks & Mannequin	374.90	-	-	374.90
Coffee Machine	1,192.00	-	-	1,192.00
Computer Chair	68.95	-	-	68.95
Computer Printer	395.00	-	-	395.00
Cupboard	120.00	-	-	120.00
Fridge	20.00	-	-	20.00
Garden Beds Setup	-	3,698.50	-	3,698.50
Tables and Chairs	1,700.40	-	-	1,700.40
Vacuum Cleaner	145.00	-	-	145.00
Water Tank	-	304.63	-	304.63
Whipper Snipper	-	530.00	-	530.00
Total Non-Current Assets	4,016.25	4,533.13	-	8,549.38
TOTAL ASSETS	\$ 27,427.09	\$ 5,995.79	\$ 4,206.18	\$ 37,629.06

Represented by:

FUNDS

Beginning	14,154.07	3,725.00	\$ 4,406.98	22,286.05
Current Profit/(Loss)	13,273.02	2,270.79	-\$ 200.80	15,343.01
	27,427.09	5,995.79	4,206.18	37,629.06
TOTAL FUNDS	\$ 27,427.09	\$ 5,995.79	\$ 4,206.18	\$ 37,629.06

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**Beechmont Area Progress Association
Consolidated Accounts**

**Profit & Loss Statement
for period**

1st February 2013 to 31st January 2014

	BAPA	Community Garden	Zest Fest	Inter Committee	Total
Income					
BAPA Memberships	345.00	60.00	-	55.00	350.00
Community Garden Memberships	-	60.00	-	-	60.00
Community Website	60.00	-	-	-	60.00
Drinks & Food sold by BAPA	88.00	-	-	-	88.00
Garden Bed Rental	-	465.00	-	-	465.00
Gate Sales	-	-	2,773.00	-	2,773.00
Grants Received	14,500.00	3,500.00	-	3,500.00	14,500.00
Interest Received	1.88	0.10	-	-	1.98
Market Stall Holders	1,940.00	-	-	-	1,940.00
Newspapers	1,320.20	-	-	-	1,320.20
Op Shop	2,910.00	-	-	-	2,910.00
Rent from Demountable					
- Art Classes	170.00	-	-	-	170.00
- Bobbins	328.00	-	-	-	328.00
- Church Group	60.00	-	-	-	60.00
- Music Group	255.00	-	-	-	255.00
- Yoga	450.00	-	-	-	450.00
- Zumba	90.00	-	-	-	90.00
Rent from Kitchen	190.00	-	-	-	190.00
Rent from School Site	30.00	-	-	-	30.00
Seedling and Produce Sales	-	365.50	-	-	365.50
Sleepers Sales	-	240.00	-	-	240.00
Total Income	22,738.08	4,690.60	2,773.00	- 3,555.00	26,646.68
Expenditure					
Advertising	110.00	-	-	-	110.00
BAPA Memberships	-	55.00	-	55.00	-
Books and Publications	-	-	631.40	-	631.40
Cleaner & Cleaning Products	747.00	-	-	-	747.00
Garden Bed Materials - Compost	-	400.00	-	-	400.00
Garden Bed Materials - Mulch	-	258.00	-	-	258.00
Garden Bed Materials - Other	-	328.87	-	-	328.87
Garden Club Grant Transfer	3,500.00	-	-	- 3,500.00	-
Gifts and Donations	-	-	100.00	-	100.00
Insurance	2,700.06	-	-	-	2,700.06
Internet Hosting	120.00	-	-	-	120.00
Miscellaneous Expenses	442.30	96.70	300.00	-	839.00
Music at Market	500.00	-	-	-	500.00
Newspapers	1,239.10	-	-	-	1,239.10
Plants	-	603.58	-	-	603.58
Postage and Delivery	-	-	191.40	-	191.40
Printing and Reproduction	-	-	100.00	-	100.00
Professional Fees	-	-	1,486.00	-	1,486.00
Registrations	46.60	-	-	-	46.60
Rent & Rates	-	-	165.00	-	165.00
Stationery and Office Supplies	-	211.60	-	-	211.60
Telephone Recharge	60.00	-	-	-	60.00
Tools under \$100	-	466.06	-	-	466.06
Total Expenditure	9,465.06	2,419.81	2,973.80	- 3,555.00	11,303.67
Profit/(Loss)	\$ 13,273.02	\$ 2,270.79	-\$ 200.80	\$ -	\$ 15,343.01

Beechmont Area Progress Association

Bank Reconciliation for period 1st February 2013 to 31st January 2014

	BAPA	Community Garden	Zest Fest	Total
Balance as per Heritage Bank Statement 31/01/2014	23,381.44	1,310.47	4,206.18	28,898.09
Add Money to be Deposited	-			-
Less Unpresented Cheques				
Cheque Number 151022 Office of Fair Trading	46.60			46.60
Balance as per Balance Sheet	\$ 23,334.84	\$ 1,310.47	\$ 4,206.18	\$ 28,851.49
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Opening Balance at Heritage Bank as at 01/02/2013	10,332.72	-	4,406.98	14,739.70
Profit/(Loss)	13,273.02	2,270.79	-	15,343.01
Less Increase in Assets				
Clothes Racks	- 214.90	-	-	- 214.90
Fridge	- 20.00	-	-	- 20.00
Garden Beds Setup	- - 3,698.50	-	-	- 3,698.50
Mannequin	- 10.00	-	-	- 10.00
Petty Cash/Cash Float	- 26.00	- 152.19	-	- 178.19
Water Tank	- - 304.63	-	-	- 304.63
Whipper Snipper	- - 530.00	-	-	- 530.00
Add Increase in Funds brought forward	-	3,725.00	-	3,725.00
Balance as per Balance Sheet	\$ 23,334.84	\$ 1,310.47	\$ 4,206.18	\$ 28,851.49
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