

**Annual General Meeting
Belconnen Community Mens Shed
30 August 2014**

Meeting Commenced: 1000

Apologies: Norrie, Bruce Millar, Keith Ogilvie, Paul Cunningham

Attendees: See attached list.

Minutes of the previous meeting: It was put that the minutes of the previous meeting be accepted: Moved: Howie, Seconded: Kevin. Unanimously accepted.

Outstanding Items: Driveway and Dust extraction system. These matters are ongoing. Assistance from the ACT Government is not likely following significant budget cuts. A better dust extraction system is envisaged for future purchase subject to funds availability.

Shed Manager Report: Gordon highlighted that approaching industry for a variety of matters was still proving beneficial. He gave the example of Herzogs (actual price of an item was reduced from \$780 to \$380) though there are numerous other examples. He encouraged Shed members to where possible use shed sponsors when they are considering future purchases for their personal work.

Treasurer Report: (as per attached) Moved: Dean W Seconded: Peter Treloar. Accepted. Dean also requested that thanks be passed on by Gordon to donors for recent contributions. In addition Dean proposed Mr Peter Treloar to audit the Shed books. Mr Treloar is a retired accountant. Thanks to Peter T for volunteering. Unanimously accepted.

Secretary Report: The Secretary advised that a new purchasing policy be endorsed by the meeting. First step is to seek advice from Dean as to funds availability. Second step is to seek approval to purchase from Shed Manager. After discussion it was determined that a discretion be given to the Shed Manager to make purchases up to \$100 on an as required basis. Unanimously accepted.

Mark put to the meeting a suggestion that had been made to him that a list of tasks be put up on the white board so that members could see what was ongoing and who was the contact person. After discussion it was decided that the 'projects' would also be placed on the shed website.

Moved: Mark Quilligan Seconded Howie: Accepted

Safety Officer Report: Geoff Fiddian reminded all present that the wearing of appropriate footwear in the shed was mandatory. He cited that Summer was approaching and members might be tempted to wear thongs or other footwear and asked that members use their good judgement. He also informed the meeting that all who attended the shed at a minimum were required to complete the safety test. In addition he advised that unless members could establish previous experience on

certain machinery, they should not use that equipment until deemed safe. It was noted that safety is the responsibility of all members who attend the shed.

Property Member: The Secretary outlined the good work being done by Bill Chaffey with his 'volunteering' to put all the significant shed items on an inventory. He asked Bill whether given the work done to date he would consider being the Property member for the shed. Bill graciously accepted the position. Thanks from all to Bill.

General Business

Membership The Secretary put to all the members at the AGM the proposition that future membership renewals be paid on a financial year basis. The membership present agreed to this proposition unanimously. It was also decided that for those members who had recently joined, a sunset clause would be incorporated in recognition of those who have only recently paid their membership. If members are in doubt on this matter they can contact the Secretary. The meeting unanimously endorsed the proposal.

Date of Future AGMs The Secretary put to the AGM that all future AGMs be held on the first Saturday in August each year. The meeting unanimously endorsed the proposal.

Fund Raising/Expenditure The Shed has to be vigilant with expenditure and in order to expand our activities there needs to be funds at bank. Membership alone will not meet the needs (noting that there were 32 paid up members as of the AGM). The membership fee represents less than \$1 a week per person. If you are on the interest group what a way to invest in the Sheds future! Members are generous with the gold coin donations for tea and coffee and small amounts trickle in. In addition someone (yes the famous someone) always seems to come to the party when funds are low (note the \$1000 from a someone at MBC recently). The shed should not be relying on someone. If you have ideas on fundraising please present them and be bold enough to be prepared to personally take charge of the ship.

Welfare of members It was put to the membership that it is the responsibility of all who attend the shed to welcome and assist where possible the other shedders. This is not a criticism. If a person has been absent for a while that you know of please tell someone from the committee, or take carriage of the inquiry yourself. In addition it has been suggested that everyone present has a name tag (they are positioned on the LHS at the front door entrance). The care that all members have shown to others is one of the most positive aspects of this shed's life. Howie has agreed to develop a name tag with shed logo. Thanks Howie.

Other Business

Mission Statement The proposal was put that the Mission Statement for the Shed '*Our mission is to enjoy each others company and wisdom, and promote positive lifestyles, while sharing our skills for the benefit of the individual and the community.*' be partially amended. The amendment was to change the word individual to its plural individuals. Proposal unanimously accepted.

Insurance A question was raised regarding insurance and shed activities. Concern was expressed about insurance coverage for shed activities conducted on the shed site but outside the shed, and in addition coverage for activities such as the train where a job has to be transported from the shed to another site. **Action item for Secretary.**

Train Report Thank you to all who participated in the train restoration. Belconnen Community services (BCS) now have the train and cubby house back at the Day Care Centre at Belconnen Mall. This was a great example of where the shed (labour) and BCS (funds for paint etc) were able to work together. It was noted that the train has a new number BCMS1 (Belconnen Community Mens Shed 1).

Bunnings BBQs Bunnings have given the shed an open card in regards to Thursdays and Fridays to run BBQs. Previous discussion on this matter has shown that the shed members are prepared to commit to being helpers on the day. The Shed really needs someone/some others to be prepared to take on the management of that role. The potential for one day a month could see the shed realise \$500 at a minimum per activity. If 11 were run per annum, our funds at bank would be very healthy and projects such as a dust extraction system would be achieved more quickly. The Shed Manager encouraged members to see whether they might be able to run the activities.

Thursday Night Mens Group The success of the Northside Mens Group holding their meetings at the shed from 6 pm every third Thursday of the month continues. The Secretary put to the meeting that a set of keys be provided. After discussion it was decided that this was not possible due to insurance and other reasons. It was noted that on each occasion the group met, a member of the committee had attended and this looked like a future pattern, thus meeting the requirement. In addition it was put to the Secretary that he approach the Group and seek that one of their membership join the shed committee. **Secretary to action.**

Committee 2014/15 The following members will comprise the Shed committee for the next 12 months:

Shed Manager:	Gordon Cooper
Shed Treasurer:	Dean Wishart
Shed Secretary:	Mark Quilligan
Web Master:	Paul Cunningham
IT/Other matters	Howard Fraser
Safety Officer:	Geoff Fiddian
Property Officer:	Bill Chaffey

Meeting ended 1110 hrs

Financial Report Belconnen Community Men's Shed

It is with pleasure and some sense of satisfaction that I bring you this financial report, the first for our Men's Shed.

I accepted the position of treasurer in February as I could see that it would be difficult to know exactly where we were financially unless we had a treasurer. Normally this report would be for the last 12 months but to know exactly our position and to satisfy my own curiosity I have gone back 42 months to the beginnings of the shed. This report therefore goes back to 1st Jan 2011.

Please refer to the report for the 42 month period.

You will note that including three Grants we have received an income of \$72,388.57. Our total expenditure over the same period has been \$66,820.04 giving us a credit balance at 30th June 2014 of \$5,288.53.

The resulting balance corresponds exactly with the records of the MBC Office. However I think I should add a caveat that both sets of records are subject to audit.

I have some comments on these figures and also I would welcome any questions.

I would like to move two simple motions.

1. That the meeting note and accept the Financial Results as presented.
- 2, That the meeting appoint Mr Peter Treloar as Auditor

Then to give the meeting some Idea of where we are today I have prepared a 2 months statement.

Please refer to the report for the 2 month period.

You will note that we have a credit balance \$5,808.58 in our General Funds and we have remaining \$2,755 in the IMB Grant Funds.

I have some comments on these figures and also I would welcome any questions.

Dean Wishart
Hon Treasurer
28th August

BELCONNEN COMMUNITY MEN'S SHED

ACCOUNTS

**FOR PERIOD FROM 1st JAN 2011 TO 30th JUNE 2014
(A PERIOD OF 42 MONTHS)**

INCOME		EXPENDITURE	
Credit Balance B/F	00.00		
<u>GENERAL INCOME</u>		<u>GENERAL EXPENDITURE</u>	
Donations	27,891.25	Building Design Costs	10,679.37
BBC/MBC Receipts	10,820.05	Building Approval Costs	2,451.26
MBC Loan	10,000.00	Building Construction Costs	40,788.51
Membership Fees	1,600.00	Fit- out Costs	5,934.27
Refunds from Suppliers	8,927.27	Equipment Costs	2,081.34
		Operating Costs	1,867.72
		Fed. Grant – Overspend of grant	147.57
<u>GRANT INCOME</u>		<u>GRANT EXPENDITURE</u>	
Baptist Community Services Grant	5,000.00	BCS Grant – Expenditure included above in General Exps	
Federal Government Volunteers Grant	2,870.00	Fed. Grant – Fully Expended	2,870.00
MBC Grant	5,000.00	MBC Grant – Expenditure included above in General Exps	
TOTAL INCOME	\$72,388.57	TOTAL EXPENDITURE	\$66,820.04
		Balance	\$5,288.53

BELCONNEN COMMUNITY MEN'S SHED

ACCOUNTS

**FOR PERIOD FROM 1st JULY 2014 TO 28th AUGUST 2014
(A PERIOD OF 2 MONTHS)**

INCOME		EXPENDITURE	
Credit Balance B/F	5,288.53		
<u>GENERAL INCOME</u>		<u>GENERAL EXPENDITURE</u>	
Donations	1,000.00	Building Costs	88.86
BBC/MBC Receipts		Fit- out Costs	264.50
Shed Activities -- Sale of tools + Coffee Club	666.05	Equipment Costs	380.50
Membership Fees	450.00	Operating Costs	595.80
Refunds from Suppliers		Projects Costs	284.34
Banking Error (in our favour)	18.00		
Total	7,422.58		
TOTAL CREDIT BALANCE PLUS GENERAL INCOME	\$	TOTAL GENERAL EXPENDITURE	\$1,614.00
		BALANCE OF GENERAL FUNDS	\$5,808.58
<u>GRANT INCOME</u>		<u>GRANT EXPENDITURE</u>	
IMB Grant- Safety and Security	5,300.00	IMB Grant -- Expenditure to date Defrib and First Aid Kit	\$2,545.00
		Balance of Grant Funds	\$2,755.00
TOTAL INCOME		TOTAL EXPENDITURE	
		Balance	

Belconnen Men's Shed

Sign In Book

Date	Name	Time In	Init	Time Out	Init
21/5/14	Ron Berger	9:00	RB	11:00	RB
	JOHN POLLARD	09:00	JP	11:45	JP
	BILL CHAFFEY	09:05	BC	12:03	BC
	Philip Robinson	9:10	PR	11:52	PR
	GORDON	08:50	GL		
	Travor Caddy	9:15	T		
	F. Bakker	9:20	FB	10:15	FB
	Kevin Stone	9:40	KS	11:50	KS
	Anthony Horderu	9:40	AH	12:05	AH
	Daniel O'Leary	9:10	DO	12:10	DO
	Michael Nyerengere	10:30	MN	10:50	MN
	Nicholas Pak	10:00	NP	10:30	
	Peter Mackay	10:10	P	11:00	P
	Bob	9:00	RB	11:05	RB
	Frank Baker	10:30	FB	12:00	FB
	Deon Wislart	9:30	DW	12:00	DW
30/8/14	Max William	09:00			
	GORDON	09:00	GL	12:30	GL
	Rod BERGER	09:00	RB	12:00	RB
	JOHN POLLARD	09:10	JP	11:50	JP
	MIKE Nyerengere	9:10	MN		
	Kevin Stone	9:10	KS	12:10	KS
	F. Bakker	9:20	FB	12:00	FB
	BILL CHAFFEY	9:22	BC	11:58	BC

