



Minutes of the
Annual General Meeting
Held in the Edithburgh Institute
on 14 September 2021

PRESENT:
Subject to
Confirmation

Lesley Tilbrook (Chairperson & Public Officer), Peter Bartram, Mick O'Connell, Jin Douglas, Kara Johnson, Peter Dixon, Ronnie Dixon, Sandy Makins, John Makins, Shane Fowles (Caravan Park Manager) Helen Jolly, Brian Klingberg, Jan Klingberg, Kerry Braund, Sue Hancock, Belinda Sheriff, (Ford McCarthy), Jen Dinham (Minute Taker) Keryn Dawes via Phone

- 1. WELCOME, MEETING OPEN** 7.04pm. Chairperson Lesley Tilbrook welcomed everyone and visitors to the meeting and thanked them for their attendance.
- 2. APOLOGIES** S. Szczypiorski, J.Robyn
- 3. VISITORS** Mayor Darren Braund
- 4. CONFIRMATION OF MINUTES** 2020 AGM Minutes were made available for perusal.

#01 (14/09/2021)

Moved: P.Bartram Seconded: M.O'Connell
That the minutes of the Edithburgh Progress Association Annual General Meeting, held on 8 September 2020, as circulated, be taken as read and confirmed as a true record.

CARRIED

5. MATTERS ARISING Nil.

6. REPORTS **ITEM #: 6.1 CHAIRPERSON'S REPORT.**
Report read at meeting by L Tilbrook.

**CHAIRPERSON'S REPORT FOR EDITHBURGH PROGRESS ASSOCIATION AGM
14 September 2021**

Welcome everyone and thank you for your attendance tonight. I would like to take this opportunity to thank everyone who has contributed to the Edithburgh Community over the last 12 months. It has certainly been a year for change within the committee, new sub committees, more volunteers helping those sub committees and a lot of community involvement in projects around the town. Thank You Sonya and Shane (our Caravan Park Managers) who have worked closely with Michael, Stan and Peter (the CPWP) and our Committee for continuing to make many improvements within the Park. This has allowed us to achieve that goal set by Jo Forbes and our committee a few years ago of a \$1M+ turnover. We have seen a lot of work and changes in the Park in the last 12 months – Replacement of many items: Lawn Mower, Ute, Golf Buggy, Trailer and many cabin renovations and upgrades, Camp Kitchen refit, Office Upgrade, New Semi Permanent Sites Developed, Changes to Meet Fire Regulations and a lot of new systems developed to make the day to day operations more efficient for the future. Keep up the good work everyone!



We have also seen many other projects commenced and some completed this year, like

- The Water Tower Mural – what a great outcome, our thanks to Adam for steering this idea
- Support given to the Basketball Back Board Replacement on Town Court
- Plans and approval for a Scenic Frame
- Repairs to Notice Board at Post Office
- Shark Netting at the Pool
- Jetty Truck Restoration and possible Horse Statue
- Town History Signage
- Greening of the Foreshore
- Median Strip upgrade
- Day at the Burgh – unfortunately not going ahead this year – but maybe next year, there are still some of the events happening

and there are many more ideas on the drawing board.

We have had several shows in Edithburgh this year all coordinated by our new Events Sub Committee that have been very successful, my congratulations to them. Council's organisation of the Guitar Festival in Edithburgh was very beneficial to our town with a great turnout of people that weekend.

Once again it has been an interesting year full of different challenges for many of us on a personal and professional level and I would like to thank everyone for their time and efforts.

ITEM #: 6.2 PROGRESS FINANCIAL REPORT

The Finance Report was read by B.Sheriff at the meeting – it is attached to the end of these minutes.

#02 (14/09/2021)

Moved: Mayor D.Braund

Seconded: P.Bartram

That the Finance report be accepted.

CARRIED

7. ELECTIONS.

L Tilbrook declared all positions vacant but as there are more positions than nominations, there was no need to vote. All nominated persons were welcomed as committee members.

Elected Members are: Mick O'Connell, Jin Douglas, Helen Jolly and Lesley Tilbrook

Mayor Braund briefly addressed the meeting:

- Proud of the community coming together after the bushfires
- Congratulations to all the committee members and welcome to the new people and farewell to the ones leaving
- 2 Successful Grants from YP Council



8. GENERAL BUSINESS – INCLUDING BUSINESS FROM THE FLOOR

8.1. Brian Klinberg

Thank you to Progress for assisting SA Sea Rescue, Edithburgh Flotilla by way of a community grant that enabled them to finish their new shed. They have had a sign made up that includes the Progress emblem of the Leafy Sea Dragon and this will be displayed on the shed.

8.2. Appointment of Auditor

#04 (08/09/2020) Moved: P.Bartram Seconded: K.Dawes
That Dean Withers and Associates (Chartered Accountants) be appointed as Auditor for 2021-2022

MEETING CLOSED

8.00PM.

Lesley Tilbrook, Chairperson.



Finance Report

FORD McCARTHY & ASSOCIATES

ABN 88 471 591 794
finance@fordmccarthy.com

To: Edithburgh Progress Association Inc
From: Ford McCarthy & Associates
Meeting Date: 14th September 2021
Report Title: Finance Report - AGM

The 2020/2021 Financial Statements have been audited by Dean Withers and Associates and copies have/will be emailed for your reference.

- Auditors Report
- Committee's Report
- Statement by Members of the Committee
- Balance Sheet with comparisons against 19/20
- Profit and Loss with comparisons against 19/20
- Notes to the Financial Statements

The 2020/2021 financial year again impacted by Covid 19, changes in management of the caravan park, unbudgeted expenses and capital expenses has seen an overall profit of \$63575 compared to a loss of \$34360 in the previous year. A turnaround of \$97935 profit and something to be proud of.

Progress committed \$20406 for the re-surfacing of the Tennis Courts, \$10000 for the water tower art mural and \$5000 to the Edithburgh Football club for watering of the town oval.

Progress also committed \$10000 for the Jetty Truck that didn't commence in the 2021 year and has been carried forward into the 2021/2022 year. \$3000 was allocated to history signage within the town.

Employment expenses including Park Managers, Relief Management, Administration Staff, Cleaners, Superannuation and Workers compensation was budgeted at \$255260 and final figures shows \$297344 was spent. The increase was due to change over in 3 lots of park managers and the decision to change from cleaning contractors to wages increasing workers compensation and superannuation. This area of spending needs to be closely monitored moving forward to ensure that the budget is adhered to and no blow outs occur.

Grants received for 2020/21 include:-

- \$ 1500 Council Grant for General Town Improvements
- \$ 25538 Edithburgh Tennis Club for court resurfacing



The \$3000 Edithburgh Community Grant was allocated 50% each to the Honiton Cricket Club and Edithburgh Sea Rescue. The Edithburgh Community grant will once again be available in October for community groups to apply for.

Shineah Goody of Edithburgh was the sole recipient of the Youth Sponsorship and once again Progress is encouraging local youth residents to apply for this sponsorship.

In total the Progress Association spent \$41326 in the local community to better the facilities and look of our town and surrounding areas. This figure is down \$18824 when compared to the previous financial year. Moving forward we would like to see funds increased in this area.

Capital Improvements for 2020/21 were :-

- \$ 125540 to fund the Seaview Cabin Upgrades
- \$ 33381 to fund the Park Units Verandah and Deck
- \$ 19000 to fund the onsite Caravan and annexe
- \$ 10450 to fund the Mower and mulching kit
- \$ 14545 to fund the 2015 Ford Ranger Ute
- \$ 12500 to fund the Volkswagon Panel Van
- \$ 4860 to fund the Phone System
- \$ 908 to fund an Apple Iphone

Cash on Hand is allocated to the following areas :-

- \$ 105172 is set aside for Future Community Projects Fund
- \$ 82433 is Progress the Working Cheque Account
- \$ 188603 is Express Saver account
- \$ 500 Petty Cash
- \$ 5000 on a Pre-Paid Credit Card

The loan for the Southern Amenities block has \$141095 remaining and is unable to be paid out early.

Closing

This year has been a first for Ford McCarthy working alongside Edithburgh Progress Association and a learning curve mainly due to the changes within Park Management, implementing an increase in payroll activity, confirming procedures are being carried out as wished and working with a large group of people at varied times for the one entity.

We thank you for the opportunity to work with you and look forward to the coming year.