



**Torquay Bowls Club Inc.**

**Monday,  
7<sup>th</sup> September  
2020**

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A report to the members of the Torquay Bowls Club by the Board of Management about its activity for the 2019/2020 season

**Annual  
General  
Meeting  
Report**

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Note: All reports updated as of 24th July 2020

## **CHAIRMAN'S report – Mac Smith**

I guess it is a case of always 'expect the unexpected'. Our 2019-20 season and entire club operation was sadly brought to an abrupt halt with the advent of the COVID-19 virus. The Government legislation to close clubs meant quite a number of our planned events both on and off the green, disappointingly, had to be cancelled. Your Board was immediately tasked with the job of ensuring a smooth shutdown of the business as well as safeguarding the welfare of our valued staff. This was done and the Board thanks our General Manager (Peter Temple) for his untiring effort in supporting the Board throughout this gloomy exercise.

Well, at least we did get through our pennant season, not the most successful year for the club, but I'm sure we all enjoyed the challenge.

In regards to our overall Club Business and Administration, there is no denying it has been a challenging year. As raised at our Members meetings, running a club of our size means it must be run professionally and that is why we appointed a General Manager.

To remain a financially viable club and provide the best affordable facilities for members to enjoy, your Board does at times, need to make hard decisions.

Please appreciate that these are always made with the club's best interests at heart.

A huge thanks needs to be directed to Peter, along with our Bar Manager Stacey, for their tireless work in managing the day to day operation of both the Bar and the Bistro.

I'm happy to report that our Bistro has run much more efficiently this season, the entire operation was streamlined and is now operating in a much more cost-effective manner.

Repeating a line from my report last year, our bistro and bar operation still remains our key source of revenue, so we would really appreciate members availing themselves of these facilities.

The Board would also like to recognise the effort of Eileen Williams who, for most of the season, acted as Barefoot Bowls/Functions Coordinator.

Eileen relinquished her role during the season, but not before getting these activities well and truly up and running before handing over the reins.

Also, thank you to the other club members for their assistance with our barefoot brigade.

Thanks go to our Greenkeeper Adam Shawcross and Greens Manager Peter Barnes for their continued support and their ability to keep the greens up and running for the season.

Also, added thanks must go to our Facilities Director (Lance Avent). Lance is not only a valued member at Board level, but he is always front and centre to address maintenance issues the moment they arise.

Fortunately, we were able to host the annual end of season 'Thank You' night for our Volunteers, Life Members and Distinguished Service Members. This night is in recognition of those members who have given their time to serve our club. This night was once again very well attended.

I'm being repetitive again this season, but here's my standard line..... *volunteers are still the heart and soul of our club and we need anyone who is able, to please consider contributing.*

Sponsorship again proved a huge benefit to the club. Unfortunately, this year we were restricted to only one, nevertheless successful, 'Thank You' function for our many sponsors.

Once more a huge thanks to our Marketing Director Tony Gall for his dedicated work in not only attracting sponsors to the club, but for also looking after them so well.

Sincere thanks to all our sponsors, your support is invaluable.

Our Pennant, Social and Twilight bowlers have all been well cared for throughout the season and I thank all members of the various committees who have worked tirelessly to look after us. Our Bowls President (Alan) will no doubt have more to say about this in his Bowls Committee report.

### **Achievements/Challenges for the year include:**

- **GORCC Taylor Park Master Plan** – it was indeed a disappointing result for the club when GORRC determined that they would not include our 3rd green proposal on their Taylor Park Master Plan.  
Your Board will continue to follow all avenues in a bid to find a means of installing a future 3rd green.
- **New Point of Sale System** – a new POS (Point of Sale) system with enhanced technology was installed. This system now integrates well with the membership database.
- **FLAME (Friends Looking After Members) support group** – the group is always on the lookout for members to join the group and assist in supporting members in times of need.
- **Social Media/Website review** – Social Media subcommittee led by our General Manager reviewed the current TBC website, and prepared a TBC Policy outlining the practices for both members and staff using Social Media platforms: Facebook, Instagram, Twitter; as well as Mailchimp, website and newspaper articles.  
As I write, work is underway to look at enhancing our ability to communicate with club members. There have certainly been shortfalls in this area; for that we apologise. We have appointed Karen Harrington to undertake the role of Communications Coordinator, to ensure communication to all Members is clear and timely.
- **Succession Planning** – each year we struggle to find members who are prepared to become members of the various committees – i.e. Board of Management, Bowls Committee and the various Subcommittees.  
Ideally it would be great if all members would consider the skills and knowledge they can offer to the club and nominate in advance their interest in a participating role.
- **Property:** - introduction of new pennant Score Boards, thanks to Geoff Williams.

In his report Treasurer Aaron has outlined our current financial position. It hasn't been an easy year and the current club closure doesn't help our cause.

We will be looking at every opportunity to obtain any Government assistance available to help us through our time of closure.

I can only assure members that we will continue to be most attentive and watchful in managing our club finances.

As this is my last report as Chairman, may I say a sincere thank you to all members of the Board for their dedicated work and unwavering support throughout my 5 year tenure in the role. Other Board members vacating their portfolios at the end of this season are -

Mick Slater - retiring as Business Director

Aaron Ruff - retiring as Treasurer

Tony Gall - retiring as Marketing Director

All of the above, as Board members, have done an outstanding job in their respective portfolios and we should all acknowledge them for a job well done.

Normally, I'd ask those of you staying at home for winter to please ensure you patronise the club over this period.

Sadly, we may all be at home, but without an open club!

I can only hope that if we do get a chance to reopen, that you will indeed be back to enjoy the club facilities and the company of your fellow members.

Communication is all important at the moment, so please stay aware of the state of play via our emails and our website.

NOTE: The AGM was not held on the scheduled date (4<sup>th</sup> May, 2020), due to the onset of the COVID-19 virus pandemic and the subsequent lock-down restrictions imposed by the State Government. These restrictions included social distancing and a stay-at-home policy; not allowing gatherings of more than 20 people; and the clubhouse has been closed since end of March.

In June the building works relating to top green commenced, and the club surrounds are now a construction zone. The AGM will be held later in the year when restrictions allow the clubhouse to re-open and meetings can be rescheduled with members.

### **TREASURER report – Aaron Ruff**

The forecast for the Financial Year 2019/20 was that the Torquay Bowls Club would see profits in excess of \$135K. However, the Club financially underperformed in relation to the budget and projected outcomes, and has recorded a second year of total losses exceeding \$100K. Taking into consideration the depreciation of assets of \$42K, the loss in real terms was \$58K.

We experienced an extremely difficult off-season with patronage of both bar and bistro plummeting. This was attributed in part to worse than normal weather conditions and a general downturn in hospitality across the Surf Coast region. As an example, in the month of August 2019 the bistro reported an \$11K reduction compared to August 2018.

Trading income through the bar and bistro saw a rise of \$5K overall compared to 2018, however this was offset by proportionally higher cost of sales at \$25K which reduced the overall profit by \$20K. It was anticipated that the introduction of a new Point of Sale system would assist us to streamline the bar, however the cost of sales remained consistently higher than the desired 30%, due to high levels of purchasing, high purchase prices and low selling prices.

Event income was down \$9K, however it was offset by an increase of \$11K in hire of facilities, while administration and operational costs soared by \$51K compared to 2018.

The Club experienced a significant increase in sponsorship income and improved by \$25K.

#### Labour Costs

In previous years the cost of labour had caused considerable concern for the Board and was therefore addressed strongly by the General Manager. This resulted in a favourable reduction in contractor's and general wages of circa \$100K. This was due to focussed attention on staff numbers in slow periods, a re-assessment of opening hours during winter and better cross-training and utilisation of staff.

#### Membership

Memberships and green fees reduced this season by 13% and it was decided by the Board to implement a membership fee increase from \$190 to \$260 per annum. The injection of fee income and the new synthetic green will place the Club in a better position to meet its financial requirements, particularly through the off-season.

I would like to thank the Board for their support and understanding during the year and wish them the very best in securing the services of a new Treasurer for season 2020/21.

## **BUSINESS report – Mick Slater (Business Director) & Peter Temple (General Manager)**

For the Financial Year (FY) 2019/20 the business had to be re-assessed with regard to the contributions of each of the bowls club's income sources. The Bar, Bistro and the Bowls income are the three major sources of income. The business could not remain viable without making changes to controlling overall costs.

For the first half of 2019/20 the General Manager worked on labour hours and costing to try and turn things around. The implementation of a new Point of Sale system assisted in the Food and Beverage part of the business, which allowed us to manage labour hours and product purchases with more confidence than previously. The benefit of all these changes took around six months or the first half of FY 2019/20 for the business to show improvement, but poor patronage in the off-season didn't help the bottom line. For the remainder of FY 2019/20 with labour and costs constantly being reviewed and implemented, the business began to improve. The overall results are not pleasing but with the wages down and the income up we are heading in the right direction.

After reviewing the Club's overall income and profitability, it was explained in detail at an information meeting at which 100 plus members attended, that the overall bowls part of the business was not profitable. The Board, after evaluating where the costs were incurred, made the decision to increase membership from \$3.66/week to \$5.00/week (\$260 per annum) for affiliated members. This decision was not an easy one, but our Club needs profitability to fund improvements such as the bar refurbishment and better facilities for our members. When the new synthetic green is built and hopefully completed before the start of the 2020/2021 season, revenue from increased activities will also improve the bowls contribution to the club's overall profit.

A points loyalty system was introduced this year which allows members to accumulate 10% of purchases made at the bar or bistro (e.g. \$1 for every \$10 spent). Members can redeem points against purchases at the bar/bistro or membership renewals, before October each year – when points expire.

Other matters being evaluated include the current agreements/contracts with all our current suppliers, of which some are up for review in the near future. The purpose is to get a better arrangement and more variety, especially with the beverage selection, again increasing profit.

This is my final report as Business Director after nearly five years, and I would personally like to thank Peter Temple (General Manager) for the huge amount of work he has done in the last 16 months. Other areas managed by Peter, not just the day to day things, involved increased media exposure, negotiating with Government parties and planning authorities that benefit the club. (Thank you Peter).

I wish I had a better outcome for the business for FY 2019/20 but with support from our members, staff and volunteers the club will remain viable. To my fellow Board members, thank you for your assistance from time to time and support through the tough periods which were felt by all. Thanks also to the members for your support - it is appreciated.

## **MARKETING Report – Tony Gall (Marketing Director)**

For the past year we have been very fortunate to have 60 Torquay businesses provide a total of \$111,680 by way of cash, vouchers and services.

Due to the COVID-19 pandemic it is difficult to know what the situation will be on the 1st July when all sponsorships are due for renewal; judging by the comments received from sponsors they are uncertain about the future of their businesses.

Therefore, being realistic and conservative, we have budgeted for a renewal of about 50% of current figures or \$55,000.

I really hope I am proved wrong, but in speaking with some sponsors they do not know how much of their business comes from our members!

Please TELL SPONSORS YOU ARE FROM TORQUAY BOWLS CLUB - that may be the difference between them renewing or placing their money elsewhere!

## **MEMBERSHIP Report – Lindsay Harrington (Membership Director)**

### **Members during 2019/20 Season**

<b>Life members</b>	<b>7</b>	
<b>Affiliated</b>	392	42%
<b>Affiliated Sponsors</b>	20	2%
<b>Social</b>	264	29%
<b>Social Sponsors</b>	75	8%
<b>RSL</b>	151	17%
<b>Total</b>	909	

Bowling membership has remained at a similar level to preceding years. Social membership has decreased; an examination of lapsed members' bar and bistro transactions indicate that they were not active members. This reflects a common practice in the past of signing new members so they could receive discounted event tickets. The current strategy targets active social members.

### **Affiliated Membership Profile**

Membership is composed of males 64% and females 36%, the age range is:

<i>Age</i>	<i>Male</i>	<i>Female</i>
20+	1%	0%
30+	4%	0%
40+	10%	6%

50+	7%	11%
60+	30%	39%
70+	32%	27%
80+	9%	9%
90+	2%	1%
unstated	4%	7%

### Member Tributes

Sadly, the following members or former members passed away since the last AGM:

Keith Banks	05/06/2020	
Wendy Sanderson	28/05/2020	
Margaret Ganly	04/01/2020	in her 104th year
Jean Clark	29/09/2019	
Leila Meade	04/09/2019	84 years young
Arnie Rich	01/09/2019	in his 94th year
Russ Pickering	24/08/2019	in his 92nd year
Peter Nairn	18/08/2019	
Graeme Lawrence	11/05/2019	
Nola Harbison	16/04/2019	in her 94th year

### Elections

An election was required for Saturday and Midweek Pennant Committees.

Voting for vacancies on both committees commenced but was interrupted by the Club closure due to government regulation to stop the spread of COVID-19 virus. Subsequently, two candidates withdrew from the midweek election, therefore voting is no longer required for Midweek. Tracey Bedem and Elaine Rosser fill the two vacant Midweek Committee positions, commencing in the 20/21 season.

At this stage the election for Saturday Selection Committee is paused. When social distancing rules are relaxed, and gatherings are permitted, the elections will resume.

Saturday – 2 positions vacant	Candidates
	Kevin McCormack
	Paul French
	Gary Wakefield

### **Distinguished Service Awards**

The Board received two nominations for Distinguished Service Awards. A committee of two Life Members and a Board member considered and recommended both nominations be accepted.

Accordingly, Rosemary Canning and John Forbes are recognised by the Torquay Bowls Club for their Distinguished Service.

### **FLAME report – Cornelia Smith**

In 2018 the Board of Management established a group to provide assistance and community support to Club members, in line with the values and mission to implement a member's wellbeing program.

The group is known as FLAME (**F**riends **L**ooking **A**fter **M**embers); bringing together the caring support already existing in the Club's broader community.

The group composition is evolving, and we are always looking for members to assist – please register your interest and contact us.



### **The key objectives of the FLAME group are to:**

- Assist the Membership Director in planning with any forthcoming significant events, as required.
- Liaise with Membership Director for member's contact information, where appropriate.
- Keep the connection with members and their club.
- Establish key member contacts to assist with gathering and disseminating information - acknowledge that members have established networks in Kithbrooke, Lions Village and Star of the Sea.
- Consider the future of the group as a subcommittee engaging with the Membership Director & Board Secretary, as required.
- Publicise FLAME throughout the club house, on the website and club communications
- Report at Member General Meetings and AGM report.

The FLAME group relies on Club members to pass on relevant information and requests for support, such as -

- Personal support – telephone calls, home visit; informal chat
- Bereavement support – keeping in touch with members; send a card; offer support.
- Illness/surgery – send a card; visit home/hospital; phone call.



- Celebrate major milestones – acknowledge member’s significant birthdays; notable member achievements.

**Over the past 12 months the FLAME group have:**

- Sent 37 cards to members and/or families – includes sympathy; birthdays; significant events; sickness; medical procedures
- Multiple visits to members
- Attended 6 funerals
- Made multiple (35+) phone calls

The group can be contacted through the members list in the Fixture Book.

**BOWLS Report - Alan Murphy (President - Bowls Committee)**

**Saturday Pennant overview:**

Despite not having the success on the Greens as we would have liked, we did have two Divisions in Saturday Pennant participate in finals action.

Division 7 participated in the Qualifying Final against Bell Post Hill, played at Queenscliff 14th March 2020 and Division 8 participated in the Elimination Final against Drysdale, played at Highton 14th March 2020.

However, effective from 16th March 2020, Geelong Bowls Region (GBR) announced an immediate cancellation of all remaining Pennant finals as a result of COVID-19. Hence, standings will be as per the ladder after Round 18 for promotion x 2 and relegation x 2 and no premierships awarded.

Nonetheless, congratulations to all those divisional bowlers who ‘gave their very best’ in the first week of finals participation and truly made the club proud of their efforts.

The club held a coaching clinic hosted by Australian Jackaroo Barrie Lester in late 2019, which was attended by 50 club members. It is anticipated similar/further coaching sessions will be announced/planned for next season.

This season, 120 pennant members participated across the 6 Divisions.

Our pennant season opening dinner was attended by 90 members.

We held an inaugural practice match against Fitzroy Victoria Bowling and Sports Club, which will now become a yearly event. The winner takes home the City/Coast shield, which was won by Fitzroy Victoria this year.

The Fitzroy Victoria Bowling Club has a desire to play all future games at Torquay.

We had four practice matches prior to the season proper; intra club, City of Geelong, Lara and Geelong Cement Bowls Clubs.

Winner of the Lou Crameri medal was Karen Harrington, who again, enjoyed a consistent year. Congratulations Karen.

Next season, we will have Saturday Pennant teams in Divisions 1, 3, 4, 6 and 8. This information is current, as at 9th July 2020, and is subject to change following direction from Geelong Bowls Region, Bowls Victoria and Bowls Australia.

Sincere thanks to Joe Issell and Selection subcommittee members for their diligent efforts and commitment throughout the season.

### **Midweek Pennant overview:**

Four sides were entered in the GBR Midweek Pennant season 2019/20 – Divisions 1, 2, 4 and 6. A total of 59 players participated across the four divisions, including 4 emergencies. Nine males and six females were new to Midweek Pennant, although all except two had played some competition previously.

Congratulations to our Division 1 side, finishing in the top four. They played and won the Elimination Final against Geelong Cement at Highton on 10<sup>th</sup> March 2020. Preparation for the Preliminary Final on 17<sup>th</sup> March was interrupted when, in an extraordinary end to the season, (due to the appearance of COVID-19) GBR announced the cancellation of all play. Division 2 finished 6<sup>th</sup>, whilst Division's 4 and 6 finished 8<sup>th</sup>.

Congratulations to all divisional bowlers who put in a creditable performance each week.

All players are thanked for their commitment to the season. It was particularly challenging as we lost six players for several weeks due to injury, and four who decided to withdraw. It is always difficult when we are not able to give all players a game as often as they would have liked.

With a more structured approach to training and greater dedication to training sessions by players, TBC could look forward to an improving Pennant future.

Sincere thanks to David McKenzie and Selection subcommittee members for their diligent efforts and commitment throughout the season.

### **Twilight Season overview:**

The 2019/20 Twilight season has been highly successful with 240 bowlers taking part each week.

We welcomed quite a number of new bowlers to the twilight competition and all enjoyed the experience. We had some unfortunate weather which caused some cancellations and the Thursday night grand final was postponed to the following week.

Due to the popularity of the twilight bowls we have had many people expressing a keen interest to participate. There is a Bowls Review currently underway which will consider initiatives to cater for increased numbers of new bowlers.

In conclusion I wish to thank the Twilight committee for all the time and effort put into the season. Sincere thanks to Ian Bennett and subcommittee members for their diligent efforts and commitment throughout the season.

### **Twilight Championship results 2019-20**

Twilight singles: Winner - Peter Forbes

Runner Up - Wayne Nankervis

Twilight mixed pairs: Winner - Glenise Hills & Ray Casemore

Runners Up - Margaret & Peter Hirth

#### Wednesday night:

Division 1: Winners – Jaffas

Runners Up - Cement Heads

Division 2: Winners - Knights

Runners Up - Whispering Jacks

Division 3: Winners - Dark Side of the Bowls

Runners Up - 3 Matt's and a Jack

#### Thursday night:

Division 1:	Winners – Malibu	Runners Up - Jucsters
Division 2:	Winners - Tradies not Ladies	Runners Up - Pommies
Division 3:	Winners - Not so Fresh	Runners Up - Mental as Anything

#### **Social & Friday Casual Bowls Season overview:**

During the season, 23 Social Bowls sessions were held, attracting a total of 1222 bowlers, made up of 914 males and 308 females.

The average attendance for the season was 53 bowlers per session.

Apart from regulars and visitors, an increasing number of Twilighters and new bowlers are trying their hand and are being encouraged to develop their skills.

Friday Casual Bowls has been a great success with numbers averaging 30 people each week. Of those attending, the blend was 40% females - 60% males.

This group consisted of experienced bowlers as well as quite a number of newcomers. This seemed to work well as the newcomers received guidance from the more experienced bowlers.

Friday Casual Bowls will continue in the same format next season as the bowlers attending enjoyed the social atmosphere of the morning.

Sincere thanks to Phillip Price, Social subcommittee members and Sam Grima for their diligent efforts and commitment throughout the season.

#### Overall:

Our Pennant, Social, Twilight & Barefoot bowlers have all been very well looked after throughout the season and I thank **all those volunteer members** who have worked continuously and tirelessly throughout the season, in particular:

- The Bowls Committee;
- The Pennant, Social and Twilight subcommittees, ably led by Joe Issell, David McKenzie, Phillip Price and Ian Bennett respectively;
- The Greens Manager - Peter Barnes and Greenkeeper - Adam Shawcross for their care, treatment and management of the greens throughout the season;
- The Barefoot Bowls Coordinator - Eileen Williams for the majority of the season and
- Geoff Grigg and his team of colleagues for all their efforts with the coordination & planning for all the club Championship and Tournament Events.

#### **Geelong Bowls Region (GBR) Pennant structure review 2020-2021**

(Due to the COVID-19 pandemic, the below information remains subject to final confirmation)

#### Proposed GBR Pennant Season format 2020-2021 update:

As provided at the recent GBR Delegates Meeting, late February 2020, the following outline/format, is as follows:

- Promotion & Relegation to be 2 Up & 2 Down;
- Maximum of 10 teams per Division, without Byes;
- Season comprises 18 x Rounds & 25 Ends;
- Minimum/shorter break over Christmas New Year period and no double headers;
- Same/similar Finals campaign i.e. over 3 weeks;

- Still waiting on Bowls Victoria (BV) to confirm 'protected periods' i.e. Round 1 & 2 could still fit 18 Rounds in with Finals, before Easter 2021;
- Round 1 Saturday to commence 3rd October 2020 & Midweek to commence 29th September 2020;
- Grand Final - Saturday Pennant 20th/21st March 2021 & Midweek Pennant 16th March 2021, and
- Midweek Pennant Round 6 & Round 14, both Tuesdays are Public Holidays, hence alternative day to be scheduled (Thursday).

### **End of Year Event outcome:**

From the commencement of this season, there had been a groundswell of support for an "all areas of Club" event to be considered.

The Board of Management approved this type of event for Saturday 18th April 2020, with the aim to invite as many members & partners on the night.

All areas within the club were to be included with 'keynote speakers' from within the Pennant, Social & Twilight competitions.

Unfortunately, with the onset of the COVID-19 and subsequent closure of the Club, this event was forced to be cancelled. However, it is envisaged the event will be planned again for April 2021.

### **TBC Bowls Review:**

A BOM directive (back in February 2020) laid the foundation to undertake a formal & comprehensive review of all Bowls activities in Pennant, Social & Twilight competition. It has been several years since a review has taken place.

A 'working group' has been established with nominated Board Member Daryl Clutterbuck leading this review.

The Terms of Reference include:

#### Membership Profile:

- Membership has stagnated over the past 3-4 years and anecdotal evidence with limited opportunities for new members to be actively involved at the social level.

#### New Bowlers (coming into the Club):

- Look at and explore ways of increasing the attraction and participation of new bowlers through Pennant, Social and Twilight competition;
- What changes and/or initiatives can be considered and/or promoted through these areas, as we move forward as a Club?

#### Finances (including financial viability):

- Review the financial operation and viability of each Bowls unit;
- What changes and/or initiatives can be considered and/or promoted through these areas, as we move forward as a Club?

#### Pathways & personal development:

- Develop pathways for all club bowlers to improve skills with the view to increase and enhance the club's overall success, and importantly, **the level of depth** within and across the club.

#### Timelines:

- This review or 'body of work' will be conducted throughout the off-season (winter months) and the coming season 2020-2021 (or maybe still ongoing), but at least we should have a 'good handle' on the outcomes of the review.

**Importantly however**, it won't be conducted in isolation. Regular communication and ongoing dialogue between the Bowls Committee, Bowls Review group and Board of Management commenced over the winter months. Due to the COVID-19 restrictions however, communication to members has been limited to the Boards newsletter.

#### **Women entering to bowls competition 2019-2020:**

Eileen Williams and Peter Temple implemented the "This Girl Can" Introduction to Bowls Program in October 2019, for a period of 6 weeks.

Outcomes of the program, as follows:

- Sixteen (16) women from the local community, engaged in the program;
- Eight (8) of the participating women have since become affiliated members of the club;
- Four (4) of the participating women have commenced a transition into Wednesday Social Bowls and some others are playing Friday Social Bowls;
- One group is entering into Twilight competition;
- Some members received 'one on one' coaching and development with Kevin McCormack (thank you Kevin) and
- It is anticipated the Program has been successful enough to do it again next season.

#### **Fostering the growth of Bowls to the younger generation:**

A key element within the Bowls Committee operational plan as an ongoing task, is to foster the growth of Bowls to the younger generation.

During the season, this was enabled via two partnership initiatives: -

##### Surf Coast Secondary College October 2019 program:

During the month of October 2019, fourteen (14) students, aged 14-15, attended 3 x in-school club based/sport program sessions, covering off on elementary skills, including:

- How to approach the mat;
- Understanding the bias and differences between playing short ends and long ends and jack placement;
- How to read the 'head' and
- Engaging/participating in shortened version of actual games, utilising scorecards.

##### Roll Up Program:

The Roll Up Program is a Bowls Victoria (BV) sponsored junior program, aimed towards the 12 to 17 year-old age group.

The program was facilitated by Paul Holtschke from BV during the period from late November - mid December 2019. It was fun, it was safe and implemented in a social sport approach and is seen as an avenue for talent identification.

Seventeen (17) school aged students from the local Torquay community participated in the program and the sessions were conducted along the lines of primary bowls etiquette, modified games, fast paced drills and mixed teams.

The end outcome of this initiative was that Surf Coast Secondary College entered 9 x students into a Barwon-South Western inter-regional school championship event to be held at the Werribee Bowls Club Monday 16th March 2020.

However, this event was another 'casualty' of the COVID-19 virus sweeping across local communities.

It is envisaged this program will be implemented again during the 2020-2021 season.

In this inaugural year of implementation, my sincere thanks go to Peter Barnes, Alan Sampson, Ron Sommerville and Brian Calthorpe for their help, support and coaching of the school students, beginning from October 2019.

### **Pennant Selection Committees 2019-2020:**

The Bowls Committee acknowledges the efforts and contributions made by the respective Midweek Selection & Saturday Selection subcommittees, as follows:

Midweek: David McKenzie (Chair), Robyn Bolitho (resigned, replaced by Tracey Bedem), Elaine Rosser, Irma Gee-Matern & Lauryn Plant.

Saturday: Joe Issell (Chair), Alan Sampson, Michael Wake, Jos Bedem, Brett Watson (resigned, replaced by Col Hibberd).

The responsibilities contained within these positions are often challenging throughout the season in order to accommodate the needs of members and divisional selection. However, the above-mentioned names need to be strongly commended for their efforts throughout the season.

### **Volunteers and Managers:**

A sincere thank you to all the members who assisted with the Saturday & Midweek Pennant kitchen rosters throughout the season.

Similarly, to Wendy Sanderson (sadly missed) and Irma Gee-Matern for their efforts each Saturday afternoon with the selling of raffle tickets during the afternoon tea interval.

### **VCAT Exemption status: current status/situation:**

The Club had existing exemptions for two women only and two men only bowls tournaments each year. These exemptions were agreed to on 19 May 2015, taking effect from 16 June 2015 until 15 June 2020.

The club sought renewal of these exemptions under section 89(3)(a) of the Equal Opportunity Act, whereby the Tribunal can/may renew an exemption for a further period, not exceeding five (5) years.

The request for renewal of the current exemptions for two women only and two men only bowls tournaments each year was approved by VCAT on 6 July 2020 and will expire on 16<sup>th</sup> July 2025.

## **END NOTE:**

It has been an absolute privilege to act in the role of President, Bowls Committee for the past three (3) seasons and I take the opportunity to sincerely thank all other members of the Bowls Committee for their commitment, diligence, humour and hard work, that in turn has produced good outcomes 'on the greens'. My sincere thanks and appreciation to all the Board of Management members for their support and wise counsel over the journey, and trust I have (hopefully) fulfilled my responsibilities in a timely, respectful and productive manner. To ALL the respective Managers, within and across the club (as listed p.3 of Fixture Book), from a personal view, I cannot thank you enough for all the countless and unconditional hours and effort you keep giving to this wonderful club, to ensure it remains strong, inclusive and focused on the needs of all members. On that note, I now hand over the President role to Joe Issell - best wishes in all respects Joe.

## **CHAMPIONSHIPS and TOURNAMENTS – Geoff Grigg**

### **Bowls Championship Results – 2019/20**

<u>Women's Singles:</u>	Winner – Sandra Skene Runner Up – Tracey Bedem
<u>Men's Singles:</u>	Winner – Daryl Kitchin Runner Up – Peter Anderson
<u>Men's Veterans:</u>	Winner – Vin O'Flaherty Runner Up – Jos Bedem
<u>100 Up:</u>	Winner – Peter Forbes Runner Up – Ron Sommerville
<u>Minor Singles:</u>	Winner – Jos Bedem Runner Up - Effie Wake
<u>Women's Pairs:</u>	Winner – Corry Hooiveld / Sandra Skene (Skip) Runner Up – Lauryn Plant / Elaine Rosser (Skip)
<u>Men's Pairs:</u>	Winner – Ashley Prosser / Joe Issell (Skip) Runner Up – Colin Hibberd / David Burns (Skip)
<u>Mixed Pairs:</u>	Abandoned – Due to COVID-19
<u>Triples:</u>	Cancelled – Due to COVID-19

Number of players entered in the above: 240; of these 74 were in the cancelled championships.

### **Regional Event Results – 2019/2020**

Champion of Champions: Sandra Skene, Daryl Kitchin and Vin O'Flaherty represented the club.

Women's Regional Side: - (Cancelled) Selected Corry Hooiveld, Karen Harrington (Skip)

Women's State Fours: - Winners: S. Coleman, C. Hooiveld, L. Myers, K. Harrington (Skip)

Women's Regional Triples: - Runners Up: E. Wake, E. Williams, C. Smith (Skip)

**Nominated Aggregate Events:** 1<sup>st</sup> Wednesday of the Month Triples – 28 teams.  
Thursday Triples (Fortnightly) – 9 teams.

**Tournaments:**

Surf Coast Classic – A very successful 2-day event with 2 teams withdrawing the weekend before the event, thus only 26 teams competed. The greens were true, the weather fine and the last game deciding order of the prize winners.

Ladies Open Day – 22 teams entered this year, flowing on from the strong representation from last year. Well run, with a money tree, lucky numbers and a raffle; a very successful day was held under the direction of Hazel Price

The above tournaments were well catered for by the Bistro over the 3 days with the assistance from our own ladies under the direction of Kaye Robison.

The response from the players was excellent and all involved should be proud of their effort.



**Torquay Bowls Club Inc**

**Financial Statements**  
**For the year ended 29 February**  
**2020**

## **Torquay Bowls Club Inc**

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# Torquay Bowls Club Inc

## Committee's Report

For the year ended 29 February 2020

Your committee members submit the financial accounts of the Torquay Bowls Club Inc for the financial year ended 29 February 2020.

### Committee Members

The names of committee members at the date of this report are:

Mac Smith Chairman  
Peter Hirth Secretary  
Aaron Ruff Treasurer  
Michael Slater Business  
Lindsay Harrington Membership  
Lance Avent Facilities  
Tony Gall Marketing

### Appointed Members

Gary Banks  
Graeme Mc Taggart

### Principal Activities

The principal activities of the association during the financial year were: Bowls club operation

### Significant Changes

No significant change in the nature of these activities occurred during the year.

### Operating Result

The deficit from ordinary activities after providing for income tax amounted to

Year ended	Year ended
29 February 2020	28 February 2019
\$	\$
(100,205)	(120,512)

The accompanying notes form part of these financial statements.

# Torquay Bowls Club Inc

## Committee's Report

For the year ended 29 February 2020

Signed in accordance with a resolution of the Members of the Committee on:

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Peter Hirth

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Aaron Ruff

The accompanying notes form part of these financial statements.

# Torquay Bowls Club Inc

## Trading Account

For the year ended 29 February 2020

	2020 \$	2019 \$
<b>Trading Income</b>		
Bar and Bistro Sales	1,452,559	1,447,882
<b>Total Trading Income</b>	<u>1,452,559</u>	<u>1,447,882</u>
<b>Cost of Sales</b>		
<b>Add:</b>		
Opening stock	29,705	35,689
Purchases	619,275	577,371
	<u>648,980</u>	<u>613,060</u>
<b>Less:</b>		
Closing stock	40,764	29,705
	<u>40,764</u>	<u>29,705</u>
<b>Cost of Sales</b>	<b>608,216</b>	<b>583,355</b>
<b>Gross Profit from Trading</b>	<u><u>844,343</u></u>	<u><u>864,527</u></u>

The accompanying notes form part of these financial statements.

## Torquay Bowls Club Inc

### Income and Expenditure Statement For the year ended 29 February 2020

	2020	2019
	\$	\$
<b>Income</b>		
Trading profit	844,343	864,527
Rents received	5,000	5,000
Other income	13,285	9,149
Membership and Green fees	81,626	113,337
Sponsorship and advertising	68,468	43,979
Events income	5,913	16,425
Raffles income	10,028	9,016
Hire of facilities	70,960	59,136
Other sales	3,703	1,598
Total income	1,103,326	1,122,167
<b>Expenses</b>		
Administration	39,867	21,848
Advertising & promotion	21,225	17,097
Depreciation	42,186	43,230
Finance	53,237	49,681
Maintenance	40,432	37,007
Other expenses	24,987	14,574
Contractors	47,783	81,646
Wages and Oncosts	772,825	844,061
Operations	98,187	65,884
Utilities and rates	62,802	67,651
Total expenses	1,203,531	1,242,679
<b>Profit (loss) from ordinary activities before income tax</b>	<b>(100,205)</b>	<b>(120,512)</b>
Income tax revenue relating to ordinary activities	0	0
<b>Net profit (loss) attributable to the association</b>	<b>(100,205)</b>	<b>(120,512)</b>
<b>Total changes in equity of the association</b>	<b>(100,205)</b>	<b>(120,512)</b>

The accompanying notes form part of these financial statements.

# Torquay Bowls Club Inc

## Income and Expenditure Statement For the year ended 29 February 2020

	2020	2019
	\$	\$
Opening retained profits	609,147	729,659
Net profit (loss) attributable to the association	<u>(100,205)</u>	<u>(120,512)</u>
<b>Closing retained profits</b>	<b><u>508,942</u></b>	<b><u>609,147</u></b>

The accompanying notes form part of these financial statements.

# Torquay Bowls Club Inc

## Detailed Balance Sheet as at 29 February 2020

	Note	2020 \$	2019 \$
<b>Current Assets</b>			
<b>Cash Assets</b>			
Cash at bank		39,304	101,816
Cash on hand		21,786	13,019
		61,090	114,835
<b>Receivables</b>			
Debtors		60,903	88,088
		60,903	88,088
<b>Inventories</b>			
Stock on hand		40,764	29,705
		40,764	29,705
<b>Total Current Assets</b>		<b>162,757</b>	<b>232,628</b>
<b>Non-Current Assets</b>			
<b>Property, Plant and Equipment</b>			
Plant & equipment - At valuation		818,846	789,602
Less: Accumulated depreciation		(350,592)	(308,406)
		468,254	481,196
<b>Total Non-Current Assets</b>		<b>468,254</b>	<b>481,196</b>
<b>Total Assets</b>		<b>631,011</b>	<b>713,824</b>

The accompanying notes form part of these financial statements.



# Torquay Bowls Club Inc

## Detailed Balance Sheet as at 29 February 2020

	Note	2020 \$	2019 \$
<b>Current Liabilities</b>			
<b>Payables</b>			
<b>Unsecured:</b>			
Creditors, Bonds and Accruals		109,546	73,575
		<u>109,546</u>	<u>73,575</u>
<b>Current Tax Liabilities</b>			
Amounts withheld from salary & wages		12,523	10,173
		<u>12,523</u>	<u>10,173</u>
<b>Total Current Liabilities</b>		<b><u>122,069</u></b>	<b><u>83,748</u></b>
<b>Non-Current Liabilities</b>			
<b>Provisions</b>			
Employees entitlements		0	20,929
		<u>0</u>	<u>20,929</u>
<b>Total Non-Current Liabilities</b>		<b><u>0</u></b>	<b><u>20,929</u></b>
<b>Total Liabilities</b>		<b><u>122,069</u></b>	<b><u>104,677</u></b>
<b>Net Assets</b>		<b><u>508,942</u></b>	<b><u>609,147</u></b>
<b>Members' Funds</b>			
Accumulated surplus (deficit)		508,942	609,147
<b>Total Members' Funds</b>		<b><u>508,942</u></b>	<b><u>609,147</u></b>

The accompanying notes form part of these financial statements.

# Torquay Bowls Club Inc

## Statement of Cash Flows For the year ended 29 February 2020

	2020 \$	2019 \$
<b>Cash Flow From Operating Activities</b>		
Receipts from customers	1,711,567	1,632,913
Payments to Suppliers and employees	1,736,068	(1,720,160)
Net cash provided by (used in) operating activities (note 2)	<u>(24,501)</u>	<u>(87,247)</u>
<b>Cash Flow From Investing Activities</b>		
<b>Payment for:</b>		
Payments for property, plant and equipment	(29,244)	(4,825)
Net cash provided by (used in) investing activities	<u>(53,745)</u>	<u>(4,825)</u>
Net increase (decrease) in cash held	(53,745)	(92,072)
Cash at the beginning of the year	<u>114,835</u>	<u>206,907</u>
Cash at the end of the year (note 1)	<u><u>61,090</u></u>	<u><u>114,835</u></u>

The accompanying notes form part of these financial statements.

# Torquay Bowls Club Inc

## Statement of Cash Flows For the year ended 29 February 2020

2020

2019

### Note 1. Reconciliation Of Cash

For the purposes of the statement of cash flows, cash includes cash on hand and in banks and investments in money market instruments, net of outstanding bank overdrafts.

Cash at the end of the year as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:

Cash at bank	39,304	101,816
Cash on hand	21,786	13,019
	<u>61,090</u>	<u>114,835</u>

### Note 2. Reconciliation Of Net Cash Provided By/Used In Operating Activities To Operating Profit After Income Tax

Operating profit after income tax	(100,205)	(120,512)
Depreciation	42,186	43,230
Changes in assets and liabilities net of effects of purchases and disposals of controlled entities:		
(Increase) decrease in trade and term debtors	27,185	(72,609)
(Increase) decrease in stock	(11,059)	5,984
Increase (decrease) in trade creditors and accruals	35,971	55,244
Increase (decrease) in employee entitlements	(20,929)	8,973
Increase (decrease) in sundry provisions	2,350	(7,557)
<b>Net cash provided by (used in) operating activities</b>	<u><b>(24,501)</b></u>	<u><b>(87,247)</b></u>

The accompanying notes form part of these financial statements.

# Torquay Bowls Club Inc

## Notes to the Financial Statements For the year ended 29 February 2020

### Note 1: Summary of Significant Accounting Policies

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporations Act of Victoria. The committee has determined that the association is not a reporting entity.

The financial report has been prepared on an accrual basis and is based on historical costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

#### (a) Receivables

Accounts receivable and other debtors include amounts due from members as well as amounts receivable from donors. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

#### (b) Property, Plant and Equipment (PPE)

Leasehold improvements and office equipment are carried at cost less, where applicable, any accumulated depreciation.

The depreciable amount of all PPE is depreciated over the useful lives of the assets to the association commencing from the time the asset is held ready for use.

Leasehold improvements are amortised over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

#### (c) Impairment of Assets

At the end of each reporting period, the entity reviews the carrying values of its tangible and intangible assets to determine whether there is any indication that those assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is expensed to the income statement.

#### (d) Employee Benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits have been measured at the amounts expected to be paid when the liability is settled.

#### (e) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

# Torquay Bowls Club Inc

## Notes to the Financial Statements For the year ended 29 February 2020

### **(f) Revenue and Other Income**

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

Grant and donation income is recognised when the entity obtains control over the funds, which is generally at the time of receipt.

All revenue is stated net of the amount of goods and services tax (GST).

### **(g) Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Tax Office. In these circumstances, the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the assets and liabilities statement are shown inclusive of GST.

### **(h) Trade and Other Payables**

Trade and other payables represent the liability outstanding at the end of the reporting period for goods and services received by the association during the reporting period, which remain unpaid. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

# Torquay Bowls Club Inc

## Statement by Members of the Committee

For the year ended 29 February 2020

The Committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the Committee the Income and Expenditure Statement, Statement of Financial Position, and Notes to the Financial Statements:

1. Presents fairly the financial position of Torquay Bowls Club Inc as at 29 February 2020 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

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Peter Hirth  
Secretary

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Aaron Ruff  
Treasurer

The accompanying notes form part of these financial statements.

# Torquay Bowls Club Inc

## Independent Auditor's Report to the Members

### Report on the Audit of the Financial Report

#### Opinion

We have audited the financial report of Torquay Bowls Club Inc (the association), which comprises the Statement by Members of the Committee, the Income and Expenditure Statement, Balance Sheet as at 29 February 2020, a summary of significant accounting policies and the certification by members of the committee on the annual statements giving a true and fair view of the financial position and performance of the association.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of the association as at 29 February 2020 and [of] its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the Associations Incorporation Reform Act 2012.

#### Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the association to meet the requirements of Associations Incorporation Reform Act 2012. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

#### Responsibilities of the Committee for the Financial Report

The committee is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the Associations Incorporation Reform Act 2012 and for such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the committee is responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the committee either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.

# Torquay Bowls Club Inc

## Independent Auditor's Report to the Members

### Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee.
- Conclude on the appropriateness of the committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Signed on :16th JUNE 020



Colin Helwig, CPA

C J Helwig and Associates

222 Torquay Road Grovedale Vic



# Torquay Bowls Club Inc

## Certificate by Member of the Committee

For the year ended 29 February 2020

I, Peter Hirth of Torquay and I, Aaron Ruff of Torquay certify that:

- a. We attended the annual general meeting of the association held on .
- b. The financial statements for the year ended 29 February 2020 were submitted to the members of the association at its annual general meeting.

Dated

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Peter Hirth  
Secretary

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Aaron Ruff  
Treasurer

The accompanying notes form part of these financial statements.