



ABN: 94 150 617 786

# **Guilderton Country Club (inc.)**

## **Minutes of Annual General Meeting**

**28<sup>th</sup> September 2025 – Held at the Club Premises**

**Present :** Philip Eaton, Elizabeth Eaton, Andrew McKean, Tracey Hall, Kim Gravenall, Bob Johnson, Linda Johnson, Abe Wright, Peter Cottam, Ron Atyeo, Lynn Malone, Kevin Malone, Shannon Britten, Rose Rowland, Hayden Rowland, Jenny Schaeffer, Richard Schaeffer, Justin McDiarmid, Philip Logan, James Bayliss, Brad Giblett, Richard Prince, Roma Prince, Emmie Wright, Wil Cuperus, Rob Kestel, Patrick Ward, Janine Nellany-Rogers, Rick Rogers, Liam Cook, Phillip Cook, Phillip Flavell (32)

**Meeting Opened :** at 10. 05 by **Philip Eaton** who started with a welcome to members and paid respects to the Yued people, the traditional owners of the land in these regions.

This meeting will be recorded.

- 1. Apologies :** Chris and Brenda Hicks, Lex Payne, Tim Britten, Ian and Therese Hastings, David Green, Marshall Myles, Kate Lane, Marie Joss, Liz Broad, Barry Windsor, Sandra Gregorini, Ash Skillington, Maggie Schmiedte

**Proxies:** Andrew McKean for Liz Broad, Shannon Britten for Tim Britten, Tracey Hall for Barry Windsor, Bob Johnson for Brenda Hicks, Justin McDiarmid for Ashley Skillington

- 2. Minutes of previous Annual General Meeting of 22<sup>nd</sup> September 2024 were circulated via email to all members with the AGM Notice of Meeting.**

**Moved** Bob Johnson, **Seconded** Phillip Cook **that the minutes be accepted as a true and accurate record of the last Annual General Meeting of the Guilderton Country Club Inc. Approved. Signed by President Philip Eaton**  
**Matters arising – Nil**

### **3. President Report – Philip Eaton. Read by Shannon Britten**

#### **Guilderton Country Club Inc. Presidents report Annual general meeting 2025**

This is my final presidents report. I have not nominated for re-election to the management committee for the coming year. I was co-opted to the role of president in mid 2021. The Covid19 pandemic was upon us. The then president of our club had resigned partway through her term. Elizabeth and I have been members of the country club for decades. It was time to make a more significant contribution. This past year started well. I have been ably assisted by almost all of the management committee. I wish to pay particular tribute to the assistance and guidance of my vice president Abraham Wright, treasurer Phil Flavell and secretary Tracey Hall. I make special mention of Brad Giblett who resigned several months ago as the representative of the Guilderton Bowling Club. He was a contributing member of the management committee and was and still is a volunteer, particularly when it comes to electrical tasks around the club and the managers residence. We welcomed Kim Gravenall, President of the Bowling Club, as his replacement.

As you know part of our school holiday activity is bingo on a Thursday evening. I thank Phil Cook for his showmanship and conduct of these events, ably assisted by member Paul Trainor. I also thank Justin McDiarmid for his wise contribution to our meetings and valuable advice to me. I wish also to make particular mention of the contribution made by Shannon Britten who is always ready with sound advice and willingly, from time to time, became minutes secretary for our meetings. She has a busy job and a young family and has driven sometimes considerable distances to attend committee meetings. Thank you Shannon.

In the year just passed there has been a steady growth in club membership and its financial well being. Much of that success was due to the efforts of former manager Janine Nellany-Rogers, assisted by Rick Rogers and by chef Mandy and her team in the kitchen. Janine and Rick retired from their positions for a well earned break and a holiday in Bali attended by many. Mandy left us to take another job at a nearby establishment.

I wish also to thank Susan Harrison and Andrew McKean for their work as bookkeepers, attending to the day to day financial management and record keeping. Andrew has resigned with effect from late next month. I thank him for his efficient work and contribution, particularly in helping to sort out our IT problems.

There have been a number of improvements in and around the club premises, in part, due to the willingness of management committee members and others to lend a hand at busy bees. The old pool table was replaced with a new one with the club logo colourfully displayed in the middle of the felt. I thank Ron Atyeo for his work in that regard. Shannon Britten conducted a very successful online auction of the old table, adding to the clubs coffers.

We are undertaking and have almost completed structural works and a refurbishment of the kitchen with a new canopy. With regard to the latter, the selection of contractors and the work has been overseen by our kitchen renovation subcommittee led by treasurer Phil Flavell. That committee comprises Bob Johnson, a stalwart of the club, who was co-opted, Tracey Hall and Barry Windsor. I also thank Rick Rogers, Brad Giblett and Barry Windsor all of whom employed their respective skills in that work. All have contributed to the structural changes underway and nearing completion.

There have been in recent weeks some very significant changes in our management team and staffing structure. The issues giving rise to the changes have been difficult to say the least. I would like to thank chef Mark O'Toole and Lynn Conway, in particular, for stepping into new roles to enable us to resolve the problems mentioned. We are currently advertising for a new manager.

During my time as president I have stressed the need to adhere to proper process. In that regard it became necessary to write to all members of the management committee setting out the requirements and responsibilities of committee members. All members, with one exception, acknowledged receipt of my letter and expressed their agreement with the principals enunciated. The exception was Barry Windsor. He responded by alleging in writing that I was suffering from some form of senile dementia. Having made this accusation he attempted to invoke the grievance procedures of the constitution. That came to nothing. He has been an apology for the last three management committee meetings and resigned from the role of sponsorship coordinator. I wish to thank Abraham Wright and Shannon Britten who, after several attempts, managed to have a discussion with Barry Windsor in an attempt to resolve the problem. It remains unresolved. Barry Windsor appears to adhere to the position that he is right and that all of other management committee members are wrong.

I have, in the course of my professional and public life, presided over a number of organisations and chaired many meetings. This episode has been difficult to deal with. In deciding not to nominate again for the management committee I have had regard to a number of factors, not least of which is the burden placed on my wife Elizabeth. She has provided much support and encouragement.

Of course, it is the case that Barry Windsor's extraordinary attack upon me has occupied a lot of my time and thought but it is not the reason for my decision to step down. Over the decades Elizabeth and I have enjoyed the company of many friends and acquaintances at the club, some of whom are no longer with us. Upon my retirement from my professional life it was time to make a greater contribution to the organisation which has given us such pleasure. I have enjoyed it. We wish the club all the best for a prosperous future.

Thanks to all.

Philip Eaton

President

### **Discussion arising from the Presidents Report**

- Hayden Rowland – on behalf of all members expressed thanks to Philip Eaton for the wonderful job he has done for the Club and Community over many years.

### **4. Treasurer's Report – Phillip Flavell**

#### **GCC 2025 AGM Treasurer's Report 28 Sep 2025**

Good Morning All,

This year has seen some welcome and not so welcome events that have impacted on the club and its finances.

At Present the club's bank accounts are:

Operating Account    \$62,040.55

Trading Liability A/c    \$34,393.50

Reserve Funds A/c            \$10,353.02

Total                            \$106,787.07

Outstanding Invoices        \$ 44,255.93

Balance                        \$ 62,531.14

The Budget set aside for the kitchen upgrade was \$100K, which we have managed to remain within. Unfortunately the scheduled completion time of 7 days ballooned out to 21 days which has impacted on the clubs ability to trade effectively thereby reducing turnover. This was also compounded by the loss of the manager during this vital period, leaving us to take stop gap measures. It is hoped that with the completion of the kitchen this can be turned around.

Being a small community that relies on the visitors to our lovely town and nearby localities you will be well aware that seasonal activity is still our strongest income stream and this will continue into the near future.

#### **Discussion arising from the Treasurer's Report**

- Bob Johnson. Understanding that in the past the Auditors figures have, on occasion, not come through in time to print copies, it is presumed the figures/ reports will be available on the website for members to inspect ?  
Yes. The financial report will be available on the website in the coming week.
- Pat Ward – commenting on the same matter, requested the financial report be available at the next AGM, if possible, so members can inspect and ask questions if necessary. Philip Flavell stated that unfortunately the auditors report was not received until late last night for the second consecutive year and ensured members will be able to inspect the Financial Report from the website and question the committee as needed.
- Kim Gravenall – asked the cost of the whole kitchen renovation. Philip Flavell stated the cost at present is \$92K

#### **Adoption of the Treasurer's Report for the year ending 30th June 2025**

**Moved a motion to adopt Bob Johnson Seconded Patrick Ward. Approved**

#### **5. Election of Club Reviewer/Auditor**

The Club continued with engaging the services of Anderson, Munro and Wyllie (AMW). As there were timing issues with the production of audit documents for the AGM for the second consecutive year, Phillip Flavell suggested he would like to have time to review the choice of auditor for 2025-2026.

**Moved a motion by Bob Johnson**, proposed that the Treasurer be given the power to reassess the suitability of the current Auditor and investigate what other options are available. **Seconded Phillip Cook. Approved.**

#### **Discussion arising from the Election of the Reviewer/Auditor**

- Pat Ward – Question as to whether the completion of the paperwork prepared for the Auditor was on time. The question was answered by Andrew McKean stating that the Club was on time with the required documents. The delay was on the part of the auditor.

- At this stage of the meeting, Philip Eaton thanked and welcomed the Representatives from the Shire of Gingin Rob Kestel and James Bayliss for attending the AGM and expressed our appreciation of the Shire taking an interest in our processes.

## **6. Other Business –**

- Hayden Rowland enquired about the use of the Manager's house. It was explained that the Manager's house is part of the Club's lease and that the Club is currently advertising for a new Manager. The new manager may require accommodation is the reason the house is not occupied at present.
- Abe Wright delivered a special thanks to Phil for his four years as President on the Committee. Abe shared Phil has always put the interest of the Club first and that the Club has gone in a good direction under Phil's leadership. Thanks was expressed to Phil's wife Elizabeth for her support and wisdom. Acknowledgement was given to the significant milestone of the signing of the ten year lease for the Club premises. As Phil steps down, the Club is in a very good position for the next ten years and on behalf of all the committee ;

"Thanks from all of us Phil"

## **7. Election of Management Committee**

Nominations received before noon on Saturday 13<sup>th</sup> of September are as follows:

Phillip Flavell, Abraham Wright, Phillip Cook, Kim Gravenall, Barry Windsor, Ron Atyeo, Justin McDiarmid, Shannon Britten, Ashley Skillington and Tracey Hall.

All declared elected to the Management Committee for 2025-2026.

**MEETING CLOSED : 10.36am**