

CANBERRA SERVICES CLUB LTD

86th Annual General Meeting

Time and Date. 16.00hrs 14th June 2025

Present as per Register.

Members Present:

Jon Hunt-Sharman, David Spouse, Michael Chew, John-Paul Romano, Yvonne Butler, Andrew Butler, Alicia Doherty, Robynne Mitchell, Warren Derwent, Gerard Chowne, Peter Komocki, Greg Rutledge, Guy Blackburn, Vaughan Welch, Jim Barratt.

Apologies: Malcolm Stewart, Neil James ,Daisy Matsika,

Proxies: Malcolm Stewart, Neil James (Life Member) to Chair.

1. Confirmation of Financial Membership

Financial membership was confirmed for those present at the AGM and attendance roll completed. It was deemed that a quorum was present and the meeting officially opened 1600hrs.

2. President's Welcome

The President Jon Hunt-Sharman welcomed members to the 86th Annual General Meeting, acknowledging Life Members who were present, former Board Directors including Life Member Neil James who had retired from office. The President thanked members present for their support of the Club. The President particularly welcomed the new Affiliated organisations and their representatives to the AGM.

3. President's Report

The President Jon Hunt-Sharman tabled his written report to the meeting and spoke to it.

Moved: Yvonne Butler

Seconded: David Spouse

That the President's Report be accepted by the 86th Annual General Meeting.

Carried Unanimously

4. Confirmation of Previous AGM Minutes

Previous AGM Minutes were distributed to members at the commencement of the meeting.

Moved: **Andrew Butler**

Seconded **John-Paul Romano**

That the minutes of the previous AGM 2024 be accepted by the meeting.

Carried unanimously.

5. Matters arising out of Previous AGM Minutes

- (1) Review of the Club's Constitution. The President advised that it was referred to the Board for consideration and that it was referred to the Director Governance & Audit. The meeting was provided a Summary Paper with timeline produced by Director Vince Pannell. Affiliate Yvonne Butler advised that a model Constitution template can be found on the ACNC website, which although is for charities and not for profits, may be of assistance. The President advised that the current Constitution will be placed on the website for easier access for members.
- (2) Development of an Integrated Strategic Marketing and Communication plan. The President advised that it was referred to the Board for consideration and that it was referred to the Director of Marketing & Events. The President thanked the working group, in particular Warrant Derwent and Alicia Doherty, now a Director of the Club. Alicia Doherty provided a brief update.

6. The Annual Financial Report 2025

The Financial Report for the year ended 31 January 2025 was distributed to members at the commencement of the meeting. The President Jon Hunt-Sharman, the Club's Auditor Anthony Wilson and the Director Finance & Audit Karen Drake spoke to the reports. The Auditor advised that due to highly technical issues to do with depreciation that the returns were not yet finalised but that he did not expect the final audited report to be materially different to the one distributed to the meeting.

Director Karen Drake advised the meeting of particular positive highlights including but not limited to the continued reduction of operational losses:

- The losses have averaged \$385,000 from 2016 to 2020;
- In 2020 the operation loss was \$417,841;
- In 2023 the operation loss was reduced to \$326,600;
- In 2024 the Operation loss was then reduced to \$306,300
- In 2025 the operation loss is \$172,901, a reduction of 50% on the previous year.

Director Karen Drake advised that the club has seen our trading revenue increase from \$316,337 in 2024 to \$522,914 in 2025. She advised that the club is still streamlining and seeking more efficient methods of operations and that we are seeing positive outcomes. For example, as of today, a slow week is now \$8,000 and we had a turnover of \$90,000 last month which is a significant increase in trading compared to previous years.

There was discussion in relation to the report.

Moved: Robynne Mitchell

seconded: Warren Derwent

That the Financial Report for the year ended 31 January 2025 be accepted, pending finalisation of balances and audit clearance, conditional that there is no material difference in the draft and the final Audited Statements.

Carried Unanimously

The President Jon Hunt-Sharman acknowledged that if there was material difference in the draft and the final Audited Statements that he would advise this members in attendance and schedule a further general meeting. The President thanked Director Finance & Audit Karen Drake and Support Director David Spouse for in improving the internal financial processes and for David Spouse voluntarily working at the club at least once a week on book keeping.

7. Appointment of Auditor

The reappointment of the current Auditors was discussed. The President outlined the work that had been done by our auditor Anthony Wilson, working with Director Karen Drake and recommended his reappointment.

Moved: Michael Chew

Seconded: Guy Blackburn

That the current auditor firm ACOUNTABILITY be reappointed as the Club's auditors.

Carried Unanimously

8. Confirmation of Election Results

There were FIVE (5) vacant positions and the Returning Officer received FIVE (5) nominations.

The President stated that he was pleased to announce the following as elected unopposed to Director vacancies:

Vincent John PANNELL (Life Member)

David SPOUSE,

Alicia DOHERTY,

Guy BLACKBURN,

Peter KOMOCKI.

The meeting congratulated those persons elected as Directors.

9. Special Business

Director John-Paul Romano addressed the meeting and proposed that the President Jon Hunt-Sharman be awarded Life Membership for his dedication and leadership of the club. There was strong support from the meeting.

Moved: *John-Paul Romano*

Seconded: *Gerard Chowne*

That Jon Hunt-Sharman be awarded Life Membership of the Canberra Services Club in recognition of his dedication and his leadership of the Club.

Carried unanimously

10. General Business

Yvonne Butler spoke to the meeting in regards to the round of DVA grants and advised that the Affiliates could work together with the Club to maximise the opportunity to receive grants for the Affiliates and the club. Yvonne suggested she obtain authority from the club to progress the matter. The suggestion was supported and referred to the Director of Strategic Partnerships, Affiliates & Sponsorship Michael Chew for consideration.

11. Meeting Closed at 16.45