

The Chapman Valley Agricultural Society Inc 2017 AGM to be
Held on Monday 6th February 2017 at 7pm in the dining hall at the Nanson showgrounds

MINUTES

Present: Ron O'Neil, Russell Lewis, Peter Elliott-Lockhart, Liz Elliott-Lockhart, Susanne Warr, Trish Kupsch, Robert Kupsch, Phil Blakeway, Steph Webber (WRC), Tanya Camerelli (WRC), Jayne Vlahov , Andrew Vlahov, Nick Phillipa, Ngaire Martin

Apologies: Kirralee Warr, Alicia Pawleski, Tim Pawleski, Felicity Jones, Maureen O'Neil

Start Time: 7.10pm

Minutes of Previous AGM 15th February 2016:

Moved as a true and correct record by: Nick Phillipa, 2nd: Ngaire Martin. All in favour, carried.

Business arising from previous minutes:

Liz E-L made mention of what recognition a life member/Patron would receive as its noted in the minutes but not necessarily enacted upon. Suggestions put forward were for a Biography in the Schedule as a formal acknowledgement. Another was for a plaque to be made and displayed at the Shire for security reasons.

New Management Committee will discuss options for recognising the valuable contributions past and newly recommended Life Members at a scheduled meeting.

Presidents Report: Peter Elliott-Lockhart

Peter mentioned that it was a difficult start to 2016, but happy with how it all worked out. Highest number through the gate, 7941 people through the gate. Going from strength to strength.

A big thank you to all the committee members for their contributions, time, effort and their management of volunteers. PEL mention the success of the new shed which Marshall Gould coordinated and how the Grounds crew will have to work with all potential stakeholders eg. The riding club, bay booking coordinator etc. in order to position it well for maximum use as a multipurpose shade area. A huge thank you to Royalty for Regions for the funding.

Expected erection of the shed is hopefully around about March. PEL will liase with Marsall to see that it is scheduled for use at this year's show.

Treasurers Report:

Financials for the period 1st January 2016 to 31st December 2016 have been audited by Classic Accounting.

Commonwealth Cheque Account balance as at 31st December 2016 is \$ 206.80

Commonwealth Term Deposit balance as at 31st December 2016 is \$ 84 011.69

Please see associated document for full profit/loss and balance statements.

It was queried as to how much will be required to put towards the new Multipurpose Shade area. The figure mentioned was approx. from \$12000 to \$14000.

Russell made note that on the Show Day, the gate float needs to be topped up to alleviate the stress of continually trying to find change for \$50.

Moved as a true and correct record by Russell Lewis, 2nd: Robert Kupsch. All in favour, carried.

Constitution Ammendments: Discussion, changes and affirmation of each Schedule points: (Please refer to current and amended constitution for each point)

1. TITLE
2. OBJECTS
3. MEMBERSHIP
4. REGISTER OF MEMBERS OF ASSOCIATION
5. SUBSCRIPTION

6. MANAGEMENT COMMITTEE
 - 6.1
 - 6.2
 - 6.3
 - 6.4
 - 6.5
 - 6.6
7. GENERAL MEETINGS (inc. Annual General Meeting) There was a quick discussion as to whether 10 was an appropriate quorum number for General Meetings, however it was mentioned that if we changed it to a percentage, then should the CVAS Membership numbers increase, it might become challenging to have 10% of a large number attend a meeting.
8. NOTIFICATION
9. TIME FRAME
10. SPECIAL GENERAL MEETING
11. FINANCIAL
12. FINANCIAL YEAR – there was a discussion as to whether to change the Financial year from 1st Jan/Dec 31st to 1st Dec/30th Nov, as the auditor suggested it might alleviate getting the books being rushed over the Christmas period. It was agreed upon unanimously to keep it as it currently is as it works well as a year.
13. MEETING INTERVALS
14. RULES OF THE SOCIETY
15. COMMON SEAL
16. CUSTODY OF BOOKS AND SECURITIES
17. INSPECTION
18. DISPUTES
19. DISSOLUTION

Constitution Corrected and Ratified for the CVAS by Peter Elliott-Lockhart, 2nd: Susanne Warr.

All in favour, carried.

The CVAS Constitution will be uploaded to the Associations website.

ELECTION OF OFFICE BEARERS FOR 2017

(STA – Subject to Approval, Acc – Accept & Dec - Declined)

POSITION	NOMINEE	NOMINATED BY	Acc/Dec (or STA)	OTHER INFO
Returning Officer	Jayne Vlahov	P. Elliott-Lockhart	Acc	6.2.17
President	Peter Elliott-Lockhart Nick Philippa	N. Philippa P. Kupsch	Acc Dec	6.2.17
Vice President	Nick Philippa Susanne Warr	J. Vlahov N. Philippa	Acc Dec	6.2.17
Patrons	Frank Warr Trevor Cooper Coralie Simpson Ron O'Neill Jan McCagh	E. Elliott-Lockhart E. Elliott-Lockhart E. Elliott-Lockhart E. Elliott-Lockhart E. Elliott-Lockhart	STA STA STA STA STA	
Treasurer	Patricia Kupsch	E. Elliott-Lockhart	Acc	6.2.17
Secretary	Elizabeth Elliott-Lockhart	S. Warr	Acc	6.2.17
Assistant Secretary	Elly Ward	E. Elliott-Lockhart	STA	
Bar organiser	Felicity Pike	E. Elliott-Lockhart	Acc	As per email 6.2.17
Marketing, Sponsorship & Advertising	Fiona Mann Brenda Williamson Alicia Pawelski	S. Warr E. Elliott-Lockhart N. Philippa	STA STA Dec	
Show book	Renaye Stokes Jan Eastough Alicia Pawelski	J. Vlahov E. Elliott-Lockhart S. Warr	STA STA Dec	6.2.17
Office Stewards	Stacey Williamson Marshall Gould Kelly Williamson	P. Elliott-Lockhart P. Elliott-Lockhart P. Elliott-Lockhart	STA STA STA	
Sideshow & Trade Display Steward	Tim Pawelski Graeme Warr Perry St Quintin	P. Elliott-Lockhart S. Warr S. Warr	STA STA STA	
Chief Traffic Steward	Andrew Vlahov	P. Kupsch	Acc	6.2.17
Traffic Stewards	Darryl Burton, Graeme Warr, Robert & Trish Kupsch, Liam Mann, Russell & Nicky Truran, Nathan Lauritsen, Perry St Quintin, Jayden Warr, Kim Batten, Ashley Eastough, Matthew Williamson.	A. Vlahov	Acc	Times etc. will be worked out closer to show day
Bay Bookings	Susanne Warr	N. Martin	Acc	6.2.17
Steward coordinator	Jasmyn Allen Fiona Mann	S. Warr E. Elliott-Lockhart	STA STA	
Judge coordinator	Kirrilee Warr	E. Elliott-Lockhart	Acc	As per email 6.2.17
Entertainment & Stage coordinator	Phil Blakeway	R. O'Neill	Acc	6.2.17
Education Section & Poster Competition	Marie Espinos Julie Talbot Brenda Williamson	E. Elliott-Lockhart J. Vlahov P. Kupsch	STA STA STA	
Shearing Committee	TBA	NEXT MEETING		

Committee	President, Vice President, Treasurer, Secretary, Ngaire Martin, Susanne Warr, Tim & Alicia Pawelski, Julie Talbot, Ian & Felicity Pike, Trevor Cooper, Peter Elliott-Lockhart, Phil Blakeway, Robert Kupsch, Ron O'Neill, Andrew & Jayne Vlahov.	E. Elliott-Lockhart	Acc	6.2.17
Grounds Committee	President, Secretary, Nick Philippa, Peter Elliott-Lockhart, Andrew Vlahov, Tim Pawelski, Graeme Warr, Marshall Gould, Ngaire Martin, Peter Clancy, Trevor Cooper & Robert Kupsch.	E. Elliott-Lockhart	Acc	6.2.17
Exhibition Hall Doormen	TBA	NEXT MEETING		
Exhibition Hall Stewards	Nicole Batten Bronwyn Earl	J. Vlahov S. Warr	STA STA	
Equestrian Representative	TBA	NEXT MEETING		
Greenough Western Riding Club Representative	Steph ? Tanya ??	E. Elliott-Lockhart P. Elliott-Lockhart	Acc Acc	6.2.17 6.2.17
Showjumping Representative	Ross Newman Marie Hart	N. Martin E. Elliott-Lockhart	STA STA	
Honorary Auditor	Classic Accounting - M. Hart	P. Kupsch	STA	

Committee Discussion: Representatives Steph and Tracey from the Western Riding Association questioned whether they were required to be on the Management Committee. After much discussion it was resolved that as the WRC run their own event on Show Day, they would be happy to liaise/report with the Management Committee/Secretary but not be on it for organisational purposes as they were new to the WRC Committee itself.

It is still unresolved as to whether someone can be found to organise the other horse events. Emails were sent to all horse clubs in the Geraldton region to see if someone could assist the CVAS early December, however the only responses were from the Western Riding Association who don't really want to do more than their own event.

Marie Hart has been nominated to be approached as to whether she would arrange the Showjumping Section. Liz E-L to contact her.

Ngaire Martin & Liz E-L will try to find a horse organiser before the 1st Management Meeting, as alternatives will have to be organised otherwise.

A number people for the above roles and responsibilities will be approached via the Secretary to see whether they will assist with specific coordinating tasks. It is generally considered that people might be able to assist but not necessarily sit on the Management Committee.

General Business:

1) Change of signatories on Chapman Valley Agricultural Society Inc bank accounts for newly elected office bearers: Treasurer – Trish Kupsch, Secretary – Liz Elliott-Lockhart and Bay Bookings Coordinator – Susanne Warr. Moved:

_Peter E-L_____, 2nd: ___Nick_____

Action –

2) Gate Entry Fee for 2017 show –

Including competitors, volunteers, advertisers, exhibitors: Adults = \$ 15 each

Need to ensure that all bay bookings have nominated the number of entry tickets they are paying for

Children under 16 years = \$ 0 each

Pensioners upon presentation of pension card, Aged & War pensions only = \$ 5 each

Moved: _Peter E-L_____, 2nd: _Andrew Vlahov_____

3) Membership Fees for 2017 –

Single members Adults = \$ 15 each

Junior members (under 16 years of age) = \$2 each.

Membership payment to be invoiced and paid by : 31st March

Moved: __Robert Kupsch_____, 2nd: __Phil Blakeway _____

Liz E-L made a suggestion to perhaps double the Exhibition fees from 50c to \$1, but allow all members of the CVAS to receive 50% off their Exhibition entries. Thereby encouraging more people to become members of the CVAS.

This discussion was deferred until the first Management Committee meeting.

4) Honorariums –

Office bearer positions held are reimbursed for CVAS expenses incurred.

Alicia was also recognised for an invaluable amount of work into updating the Schedule and taking on extra responsibility for sponsorship etc.

Amounts payable: Treasurer - \$1000, Secretary - \$1200, Alicia Pawleski - \$400.

Moved: *Trish Kupsch*_____, 2nd: *Andrew Vlahov*_____

5) Advertising charges for the 2017 show schedule –

2016 prices:

\$300 for outer back cover

\$270 for inside back/front cover

\$150 – Black and white A5 full page

\$110 – Black and white ½ page

\$220 – Coloured full page

\$140 – Coloured ½ page

2016 CV show schedule was \$ 4830_____ for 88 pages (1500) and 80 wallet size 2016 membership cards were \$80.

The costing of the Schedule and associated advertising charges were to be deferred until first Committee Meeting.

6) Entertainment budget for the 2017 Chapman Valley show to set around the \$12,000 mark.

The 2016 budget was nearly \$9000 and discussion was held as to what a suitable amount would be. Phil endorsed the above amount and has already been in negotiations with some entertainers.

Moved: __Phil Blakeway_____, 2nd: __Robert Kupsch_____ All in favour, carried.

7) Additional Sponsorship/Funds for Show – raffle for the International 2017 Year of Sustainable Tourism

Susanne made mention of the proposed raffle, prizes and potential profit. The Committee recognises that it will be good to find other funds to support the show but would like to have more time to discuss fully the raffle proposal.

Prize	Total value	Donation	CVAS pay
1st Sal Salis, Ningaloo Reef Wilderness Tent Package for 2 people for 3 nights night package. Liz suggested adding a \$200.00 fuel voucher to assist with fuel	6100.00	1500.00	4600.00
2nd Prize Shipwreck Special” Full Day Flight and tour of the Abrolhos Geraldton Air charter	520.00	260.00	260.00
3rd 6 person Colman Tent valued at \$499.95	499.95	249.02	249.02
4th Prize Leon Baker Jewellers Barometer weather station	290.00	290.00	00.00
5th Geraldton harbour cruise Eco Abrolhos	110.00	00.00	110.00
Total value	7519.95	2299.02	5219.02
5th Geraldton harbour cruise Eco Abrolhos	110.00	00.00	110.00
Total value	7519.95	2299.02	5219.02

Approval and discussion deferred until first Committee Meeting.

8) Bay booking charges for the 2017 show –

Zone A – 4mx4m - \$ 70 (2016)

Zone B – 6mx9m - \$100 (2016)

Undercover – 3mx3m - \$100 (2016)
Side show alley - \$2 per linear foot frontage

Approval and discussion deferred until first Committee Meeting.

9) Horse Arena Update

It is still concerning that to all intents and purposes we've not been able to find someone who will liaise with the Management Committee and local horse association representatives. Ngaire and other committee members will endeavour to find someone to coordinate these events before the first Management Committee meeting. There is hope that Marie Hart will organise the Showjumping section. So Liz E-L will contact her to see if this is possible.

Discussion and decision making deferred until first Committee Meeting.

10) Showday Online Update

Discussion deferred until first Committee Meeting.

11) Official guest to open the 68th Annual Chapman Valley Agricultural Show on Saturday 2nd September 2017 at 12 noon.

Committee members are encouraged to bring proposals the first Committee meeting.

Discussion and decision making deferred until first Committee Meeting.

12) Life Memberships

There was discussion between the difference of Patrons of the Society and Life Membership. Patrons generally give assistance either through in kind or of monetary value. Life Memberships self-explanatory. The actual recognition of the recipients requires more formalisation and the committee will work on this during the year. Ron O'Neil was very pleased to be made a Life Member and *further suggestions can be made at the Management Committee meetings this year.*

12) Rural Ambassador

Local suggestions need to be considered and brought forward to the committee.

13) Management Committee meeting: The first Committee meeting for 2017 will be held on Monday 13th March, 2017 at 7.00pm.

Closure:

The President declared the AGM closed at __9.45pm.

President: _____ Date: _____