



Annual Report & Financial Statement

to be presented at the

Annual General Meeting

to be held at the

Tokoroa Bowling Club Clubrooms

Sunday 22 May, 2022 @ 1pm

AGENDA

- 1.** Welcome
- 2.** Apologies
- 3.** Notices of General Business items
- 4.** Confirmation of Minutes of the AGM held on 21 May 2021
- 5.** President's Report
- 6.** 2022 Financial Statement
- 7.** Election of Officers
- 8.** Confirmation of appointment of Reviewer
- 9.** Confirmation of 2022/2023 Subscription
- 10.** General Business of which notice has been given
- 11.** Awarding of Life Membership



MINUTES OF THE ANNUAL GENERAL MEETING
of the
TOKOROA BOWLING CLUB Inc
held at the Tokoroa Bowling Club Pavilion
on Sunday 23 May 2021 @ 1:00pm

WELCOME: President Kath Kendall welcomed members to the Annual General Meeting

PRESENT - 34 members

K Kendall, S Kennedy, L Murphy, M Albutt, A Bernard, F Boyd, W Boyd, L Broadhurst, P Callow, M Chatfield, B Cody, T Cotter, C Cox, R Crockett, M Dobbyn, N Edwards, K Egan, A Garrick, C Head, B Hewson, M Howe, P Howe, M Jones, A Manthey, D Marsh, R Murphy, K Nepe, V Proctor, N Risbridge, J Savage, R Savage, D Stoddart, C Sullivan, D Ward

APOLOGIES

Frances Crooks, Jan Eccles, Dennis Hale, Gerry Jones, Pam Jones, Jamie Kendall, Liz Moffatt, Terry Moffatt, Glenda Norris-Palmer, Joan Saunders, Larry Sullivan, Jon Welch

Moved that the apologies be accepted – K Kendall / C Head (Carried)

MINUTES OF LAST AGM

Moved that the Minutes of the AGM held on 25 July 2020 as tabled are a true and correct record – M Albutt / W Boyd (Carried)

MATTERS ARISING FROM THE LAST AGM MINUTES - Nil

PRESIDENT'S REPORT – prepared by Kath Kendall

I would like to thank you all for your attendance at the Tokoroa Bowling Club Annual General Meeting. First, I would like to thank the Board for the support and time for a successful year. All championships were completed – grateful thanks also must go to members who – with their flexibility ensured they were completed. Thanks also to the many members who work tirelessly behind the scenes. This is how a Club goes forward – thank you all.

What a year we have had – two successful tournaments were held – the Bill Garrick Memorial (big thank you to Ann Garrick and her family) and of course the Anniversary Classic Weekend.

Congratulations must go to Maia Wilson (Waikato Under 5 Women's Champ), Larry Sullivan & Phil Cox (Runner Up – Waikato Under 5 Men's Pairs), Gordon Bond (Waikato Men's Singles Champ), Carol Cox (Runner Up – Waikato Ladies Singles) Maia Wilson & Kath Nepe (Waikato Under 5's Rep Squad) and Carol Cox, Maria Howe & Kath Nepe (Waikato Rep Squad). And of course, let us not forget the great bowls played at home.

Thank you, Neville, for the preparation of the Greens throughout the year. Huge thank you for Larry for another great Business House Bowls year. Despite the lack of sponsorship this year and the weather being unkind, Larry still managed to pull together a great competition.

Thank you Ngaire Taikato – who oversaw the introduction of School Bowls this year. This is the future of Bowls and I ask all members to support her in any way they can in the coming year.

To the incoming Board I extend a welcome - I know you will bring new ideas and knowledge which will have the Club's best interests at heart.

On a personal note – thank you all for the support you have given me this year.

Roll on 21/22.

Moved - That the Presidential Report be adopted – K Kendall / W Boyd (Carried)

FINANCIAL REPORT - I wish to table the financial statement for the year ended 30 April 2021.

Despite the ravages of Covid – the Bowling Club is financially in good heart.

Our overall profit is down on the previous year for several reasons.

- a) The lack of sponsorship was a big factor. Early in the year Covid was in full flight and given the fact that most if not all our sponsors would be hurting from its aftereffects, it was felt prudent not to approach them
- b) It was decided not to hold any Open Tournaments as the Covid effect was still around – not a good decision in hindsight.
- c) Business House was also down due to a combination of rained off nights and defaults or no-shows by teams – particularly after Christmas.

Despite this – we made a profit which enabled us to continue to maintain and improve the clubrooms and grounds.

On the upside we received a generous grant from the Tokoroa Club which enabled us to purchase our long-awaited greens mower. I would like to take this opportunity to thank the Tokoroa Club for their ongoing support – without them we would not be the club we are.

I would also like to take this opportunity to personally thank Ann Bernard and the others that assisted during the year collecting entry fees and raffles.

**Moved - That the Financial report for 2020/2021 season as tabled be accepted
- L Murphy/D Stoddart (Carried)**

MATTERS ARISING

- **Membership Cards** (L Broadhurst) – querying the difference in the costing from last year to this year (due to set up fees last year) – how many cards does this cover (250) - Tok Club can do them for \$1 per card - why are ours so expensive (M Albutt -this is because Tok Club have just got their own card printing machine – which they advise would be available to Tok Bowls in future)
- **Business House Bowls** (W Boyd) – did this include the income from the Friday Night Social Bowls (no it did not)
- **Maori Bowls** (J Savage) they received a substantial grant for travel to the Aotearoa Bowls – why did it not come thru the Tokoroa Bowling Club (because they are a standalone group – a separate adjunct)

ELECTION OF OFFICERS 2021 / 2022

President Kath Kendall advised that since the publication of the Annual Report, **Kath Nepe** had withdrawn her nomination as Treasurer and had instead put forward her name for Tournament Secretary and **Maria Howe** has put forward her name for Sponsorship. There being no vacant positions on the Board an election was not necessary, and President Kath Kendall declared all the nominated duly elected members of the Tokoroa Bowling Club Board

POSITION	NAME	PROPOSER	2ND
President	Kath Kendall	Lynley Murphy	Dennis Hale
Vice-President	Sam Kennedy	Maria Howe	Carol Cox
Secretary	Russell Murphy	Jamie Kendall	Kath Kendall
Treasurer	Lynley Murphy	Russell Murphy	Kath Kendall
Club Captain	Dennis Hale	Lynley Murphy	Kath Kendall
Catering Manager	Ann Manthey	Lynley Murphy	Russell Murphy
Match Convenor	Maia Wilson	Kath Nepe	Carol Cox
Welfare Officer	Norm Edwards	Lynley Murphy	Russell Murphy
Marketing	Daphne Marsh	Maia Wilson	Kath Nepe
Tournament Sec	Kath Nepe	Neville Risbridge	M Albutt
Sponsorship	Maria Howe	Raewyn Crockett	Clarrie Head

CONFIRMATION OF APPOINTMENT OF REVIEWER:

Confirmed the appointment of Ken Solly as the Reviewer for the 2021/2022 year.

Moved – L Murphy / L Broadhurst (Carried)

SUBSCRIPTIONS

Due to the fact that both Bowls Waikato and Bowls NZ have indicated that they intend increasing their Capitation Fees by the CPI which currently stands at 2.5% - which, if we do not raise the Subscription fees this coming season, will leave the Tokoroa Bowling Club with \$10.95 to run the club, the Board recommends to members that the Subscriptions for Full Playing , Casual and 1st year bowlers be **increased by \$10** while Under 19 bowlers will remain the same.

**Moved – that the 2021 / 22 Annual Subscription for Full Playing members be \$95 -
First Year Bowlers - \$50 – Casual Bowlers - \$40 and Student (U19) Bowlers - \$15**

W Boyd / D Stoddart (Carried)

(D Stoddart) suggestion that we investigate possible sponsorship for Capitation Fees.

GENERAL BUSINESS

- **Mowing of the Green on Wed Club Days** (D Stoddart) – asked why the greens are not mowed prior to the Wednesday Club Days. Greenkeeper Nev Risbridge advised that while he did not always mow the greens, they were rolled. Several factors prevented the greens being mown - the spraying programme, weather etc. A spirited discussion ensued, and it concluded with NR saying that he will endeavour to cut and roll the green for Wednesday Club Days but that he would also appreciate assistance.
- **Club Shirts** (K Kendall) after a long wait, we have received notification from Hunter Bowls that the club shirts are in Sydney and will be here within a fortnight. However, we have also been advised that our source for jackets and rain pants has disappeared, so we need to find another source. The incoming Board will investigate it.
- **Club Handbooks** (A Bernard) expressed concern about the too short a time frame between getting the information and the booklets getting printed. She feels that there is insufficient time to allow for proof reading. K Kendall advised that for the coming year, it is not intended to have the Club Handbooks available for Opening Day as Bowls Waikato have not usually finalised their programme and until they have done that – we cannot finalise ours. So, for September, we will just have a sheet for members.
- **Communication with Members** (L Broadhurst) concerned that some members are not getting communications from the Club because they are not on email, do not have a cell phone and do not belong to Facebook. Could we not post everything rather than electronically advise members – K Kendall advised that this was not feasible as the cost of postage was prohibitive and the club simply could not afford it. A Bernard has volunteered to contact every single member to check whether they prefer to receive communications via email / cell phone or snail mail. Comments were made about how the programme was already in the club handbook and the Board does not need to mollycoddle members.
- **Drawn Teams** (M Albutt) feels there are too many drawn teams in our open tournaments – that we need more “pick your own” teams as well as more variety. Arguments flowed back and forth – new players saying that they felt they could not approach the more experienced players to form a team and so they like the drawn concept as it gave them the opportunity to play with the experienced players. It was pointed out that all local participants in Hinuera and Putaruru run tournaments are drawn. The drawn concept naturally does not apply to championships. The incoming board will take this under advisement.
- **Entry Forms** (W Boyd) expressed annoyance that entry forms are being removed before official close off time ostensibly to prevent a bye. K Kendall admitted that it did happen a couple of times but this was not a normal occurrence.

- **Possible Mid Year meeting** (W Boyd) felt that the meeting has been very fruitful and perhaps we should have another General meeting where members could air grievances or suggest things to the Board around Christmas. This idea was well received, and K Kendall has said that the Board would take on board the suggestion.
- **Closing Day / Prize Giving** (K Kendall) mentioned that all those that went to our Prize Giving / Bit of a Do had a fantastic time but it was disappointing that the attendance was a bit low. Suggestions to improve attendance included combining the final day – Prize Giving and finish up with a Bit of a Do. This was well received. It was decided to leave the final decision to the incoming Board.

Meeting closed at 1.50pm followed by an invitation to join us for a cup of tea.

SUBSCRIPTIONS 2022/2023

Our subscription for the 21/22 year of \$95, based on the 20/21 membership of 77, was calculated as follows:

Bowls Waikato	32.26
Bowls NZ	34.03
Tokoroa Bowling Club	28.05

Unfortunately, we suffered a 25% drop in membership over the year which made the figures more like Bowls Waikato - \$42.82, Bowls NZ - \$45.17 leaving just \$7.01. for us to run the club. We have been advised by Bowls NZ that the CPI increase will be 6.9% which will increase their portion of the fee by \$3.00 per player.

Bowls Waikato have indicated that they will not be increasing their fees for a 3rd year running.

We have made application to both Bowls NZ and Bowls Waikato to have our membership numbers reviewed which may bring our capitation fees back to the expected levels. Failing that, we will seek sponsorship from outside sources to help with our fees.

With this in mind,

The Board recommends that the subscriptions for the 2022/2023 year remain the same as the 2021/2022 year.

2021 / 2022 MEMBERSHIP BREAKDOWN

		<i>2020/21</i>
Total Membership	73	<i>85</i>
Full Playing Members	52	<i>61</i>
Life Members - Playing	4	<i>5</i>
- Non Playing	4	<i>3</i>
1st year Bowlers	3	<i>3</i>
Social Members	10	<i>11</i>
Honorary Members	0	<i>1</i>

TOKOROA BOWLING CLUB INCORPORATED

FINANCIAL REPORT
FOR THE YEAR ENDED 30 APRIL 2022

STATEMENT OF TRADING PROFIT AND LOSS
FOR THE YEAR ENDED 30 APRIL 2022

<u>BUSINESS HOUSE</u>		<u>2021</u>
<u>INCOME</u>		
Entry Fees	5,045.00	4,140.00
Raffles	1,395.20	1,630.20
Barbeque	670.20	734.00
	-----	-----
	7,110.40	6,504.20
<u>EXPENSES</u>		
Prizes	0	2,202.00
Barbeque Costs	258.08	514.29
Final Night Catering	0	364.00
	-----	-----
Total Cash Expenses	258.08	3,080.29
<i>NET SURPLUS BUSINESS HOUSE</i>	6,852.32	3,423.91
	-----	-----
<u>TOURNAMENTS</u>		
<u>INCOME</u>		
Sponsorship	2,350.00	1,150.00
Entry Fees	4,140.00	4,381.00
	-----	-----
	6,490.00	5,531.00
<u>EXPENSES</u>		
Prizes	4,390.00	4,436.94
Other	480.00	638.41
	-----	-----
	4,870.00	5,075.35
<i>NET SURPLUS TOURNAMENTS</i>	1,620.00	455.65
	-----	-----

CLUB DAY

INCOME

Entry Fees 1,500.00 1,435.00

EXPENSES

Prizes 1,088.00 995.00

NET SURPLUS CLUB DAY 412.00 440.00

CLUB SHIRTS

INCOME

Sales 1,260.00 35.00

EXPENSES

Opening Stock 58.01 58.01

Purchases 1,304.91 0

Less Closing Stock (116.02) (58.01)

1,246.90 0

NET SURPLUS CLUB SHIRTS 13.10 35.00

STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 30 APRIL 2022

INCOME

Net Surplus – Business House	6,852.32	3,423.91
- Tournaments	1,620.00	455.65
- Club Day	412.00	440.00
- Club Shirts	13.10	35.00
Subscriptions	5,675.00	5,815.00
Championship Entry Fees	1,475.00	1,480.00
Raffles	691.40	824.10
Grants Received	35,646.86	0
Donations	10.70	510.00
Interest Received	9.04	6.42
	-----	-----
TOTAL INCOME	52,405.42	12,990.08

EXPENDITURE

Accounts Review Fee	500.25	471.50
Administration	293.48	232.00
Affiliation Fees	4,440.00	4,100.00
AGM Expenses	114.00	266.85
Bank Fees	0.95	0.76
Catering Costs	2,709.33	1,162.84
Centre Events	620.00	590.00
Grants Paid	250.00	0
Honours Board/Engraving	115.00	179.90
Membership Cards	0	583.63
NZ Turf Institute	1,237.40	1,127.00
Opening Day Expenses	0	60.00
Repairs & Maintenance – Buildings	908.29	16.00
- Greens	18,045.97	1,181.31
- Equipment	251.51	0
Sundry Expenses	0	100.00
Telephone Costs	723.60	732.89
Travel Expenses	155.00	477.50
Tokoroa Club Van Donation	4,000.00	0
	-----	-----
TOTAL EXPENDITURE	34,364.78	11,282.18
	-----	-----
NET CASH SURPLUS FOR THE YEAR	18,040.64	1,707.90

NON CASH ADJUSTMENTS

Depreciation	2,778.16	0
	-----	-----
NET SURPLUS FOR THE YEAR	\$ 15,262.48	\$ 1,707.90
	=====	=====

STATEMENT OF MOVEMENTS IN EQUITY
FOR THE YEAR ENDED 30 APRIL 2022

		<u>2021</u>
<u>EQUITY AT THE START OF THE YEAR</u>	14,878.84	27,372.14
<u>EQUITY INCREASED BY:</u>		
Net Surplus for the Year	15,262.48	1,707.90
<u>EQUITY DECREASED BY:</u>		
2020 Capital Purchases	0	12,055.19
2021 Capital Purchases		
- Protrim Mower	0	13,462.76
- less Grant Received	0	(11,815.75)
	-----	-----
	0	1,647.01
- Kitchen Freezer	0	499.00
	-----	-----
	0	14,201.20
<u>EQUITY AT THE END OF THE YEAR</u>	<u>\$ 30,141.32</u>	<u>\$ 14,878.84</u>
	=====	=====

STATEMENT OF FINANCIAL POSITION
AS AT 30 APRIL 2022

		<u>2021</u>
<u>MEMBERS EQUITY</u>	\$ 30,141.32	\$ 14,878.84
	=====	=====
<u>CURRENT ASSETS</u>		
Westpac Cheque Account	13,467.92	14,120.82
Westpac Savings Account	0.01	0.01
Cash on Hand	0	0
Stock – Club Shirts	116.02	58.01
Prepaid Club Shirts Deposit	0	700.00
	-----	-----
	13,583.95	14,878.84
<u>FIXED ASSETS</u>		
As Scheduled	19,433.37	0
	-----	-----
<u>TOTAL ASSETS</u>	<u>33,017.32</u>	<u>14,878.84</u>
	-----	-----
<u>CURRENT LIABILITIES</u>		
Unused Grant Money	2,876.00	0
	-----	-----
<u>TOTAL LIABILITIES</u>	<u>2,876.00</u>	<u>0</u>
	-----	-----
<u>TOTAL NET ASSETS</u>	<u>\$ 30,141.32</u>	<u>\$ 14,878.84</u>
	=====	=====

TOKOROA BOWLING CLUB INCORPORATED

SCHEDULE OF FIXED ASSETS AND DEPRECIATION
FOR THE YEAR ENDED 30 APRIL 2022

	COST	DATE	RATE	DEPREC	CLOSE BOOK VALUE
Jacks & Mats	653.17	Sept 21	10%	65.32	587.85
16 Sets of Bowls	10,418.36	Sept 21	10%	1,041.84	9,376.52
Greens Spray Unit	2,645.00	Sept 21	15%	396.75	2,248.25
Husqvarna Mower	8,495.00	Nov 21	15%	1,274.25	7,220.75
	<u>\$ 22,211.53</u>			<u>\$ 2,778.16</u>	<u>\$ 19,433.37</u>

TOKOROA BOWLING CLUB INCORPORATED

ACCOUNTANTS REVIEW REPORT
FOR THE YEAR ENDED 30 APRIL 2022

I have reviewed the financial statements of Tokoroa Bowling Club Incorporated for the 13 months ended 30 April 2022, in accordance with the Review Engagement Standards (New Zealand). A review is limited primarily to enquiries of personnel and analytical review procedures applied to financial data and thus provides less assurance than an audit. I have not performed an audit and, accordingly, I do not express an adult opinion.

Special Purpose reporting has been used for management purposes and as a result may not be suitable for another purpose.

In common with other organisations of a similar nature, control over cash revenues prior to being recorded is limited, and there are no practical review procedures to determine the effect of this limited control.

To this extent the Club must rely upon the integrity of its officers. Subject to this comment, in my opinion following my review, nothing has come to my attention that causes me to believe that the accompanying Financial Statements and Notes do not give a true and fair view of the clubs activities for the year ended 30 April 2022.



KEN SOLLY & ASSOCIATES
Chartered Accountants
Putaruru and Tokoroa
10 May 2022

ELECTION OF OFFICERS

President

Maria Howe* Nom by Paul Howe 2nd by Neville Risbridge

Vice President

Michele Albutt David Ward Basil Cody

Secretary

Alana Nicholas Michele Albutt Toby Cotter

Treasurer

Lynley Murphy * Dennis Hale Russell Murphy

Club Captain

Russell Murphy* Gwen Dwane Tina Jakes
Carol Cox Maia Wilson Kath Nepe

Committee

Glenda Norris-Palmer (Tournament)	Maria Howe	Maia Wilson
Daphne Marsh (Marketing) *	Ringi Te Mete	Maia Wilson
Maia Wilson (Match)*	Daphne Marsh	Carol Cox
Norm Edwards (Welfare)*	Russell Murphy	Anne Manthey
Anne Manthey (Catering)*	Russell Murphy	Cath Sullivan

- *denotes 2021/2022 Board member*

Confirmation of Appointment of Reviewer

Confirm the appointment of Ken Solly as the Reviewer for the 2022 – 2023 season.

Moved Lynley Murphy / Russell Murphy

