



**ANNUAL GENERAL MEETING MINUTES
of the
LITTLE SHIP CLUB (QUEENSLAND SQUADRON)**

Saturday 23 November 2024



AT

**LITTLE SHIP CLUB
1 YABBY STREET
DUNWICH QLD**

TIME: 10:00AM

1. Board of Directors as at Meeting of 18 November 2023

Name	Position	Present YES or NO
Maria Anderson	Commodore/Treasurer (Operations, Communications, Financial and Marketing)	YES
Mr Mark McCamley	Vice Commodore (Chair of Buildings and Grounds)	YES
Mr Bruce Phillips	Rear Commodore (Bay Outings)	YES
Ms Lee Shannon- Delaney	Director - Memberships	YES
Mr Peter Shepherd	Director/Secretary	YES
Mr Ken Allsop	Director	NO
Mr Bill Justo	Director	NO

2. Open Meeting (Commodore Maria Anderson)

- The meeting was declared "OPEN" at 10:02 by the Commodore who "Chaired" the Annual General Meeting (AGM).
- "Acknowledgement of Country" was delivered by the Commodore. "The Chair began by acknowledging the Quandamooka people, Traditional Custodians of the land on which we meet today, and paid respects to Elders past and present. The Chair also extends that respect to Aboriginal and Torres Strait Islander peoples here today."
- The Commodore provided a WH&S briefing and other House Keeping matters for members.

3. ATTENDANCE / Apologies (Maria Anderson)

- The number of members marked in attendance was 16.
- The number of proxies held and by whom was as per below.
- There being more than 15 members present therefore a quorum was declared by the Chair.

Proxies

Member	Proxy No.	In favour of
Nil		

- Apologies were received via email from:
 - LM Keith Anderson (290)
 - LM John Cranley (799)
 - PCLM Arthur Mobsby (1602)
 - Bill Justo (6891)
 - Ken Allsop (3023)
 - LM Ronnie King (1952)
 - Neil Todkill (1388)
- The Chair asked members to put forward any other apologies with the following provided:
 - Alan Gwyne
 - Milton Wallace
 - Charles Ainsworth
 - John Steer

4. Official Welcome (Commodore Maria Anderson)

- The Commodore provided the official welcome to Past Commodores, Life Members and Members and welcomed them to the 73rd AGM for the Little Ship Club.

5. Members that have "Crossed the Bar" (Commodore Maria Anderson)

- The Commodore requested from the membership whether there were any members that had crossed the bar apart from John Frew.
- No other past members were nominated.
- The Commodore provided a homage to the member that had "Crossed the Bar" and asked members to stand in respect to their departed colleague.
- One Minute's Silence was observed.
- The Vice Commodore rang the Club's bell honouring the past member:
 - John Frew

Motion: Adoption of the Minutes of the Previous 2023 AGM

- The Chair advised that the previous minutes had been posted on the Club website.

- The Chair asked members "That the minutes of the previous AGM on 18 November 2023, held at Little Ship Club be adopted as an accurate record of the meeting".

Proposed: Mark Neilson

Seconded: Phil Cook

Motion was carried.

6. Business Arising from the Minutes

- Nil

The Commodore then read her Report.

7. Commodore's Report (Commodore Maria Anderson)

- As the Commodore for the past two years and a Board member since 2019, she advised that she was proud to share some of the Club's key achievements. These include guiding the Club through COVID-19, improving operational efficiency, governance and risk management, installing a 40kWh solar system, securing grants for major upgrades, acquiring two new moorings, and earning ecoBiz recognition for energy and waste efficiency improvements.
- Additionally, this year, the Club introduced guaranteed trading hours and a phone receptionist service. While these changes added costs, they were implemented in response to member feedback and have been warmly received. Recently, we have also negotiated a new energy contract which will save the club more money.
- In September, adverse weather damaged the Club's main pontoon. Thanks to \$21,000 in insurance money, \$25,000 in member donations, a \$5,000 grant from the Redlands Foundation, and \$2,000 donation from the LSC Champagne Cruisers, the Club has started progressing with the necessary repairs. Also a special thank you to Ken Allsop for managing this project, from organising the correct specifications to negotiating the best prices on the various components.

Special Acknowledgements

- Additionally, the Commodore extended her gratitude to the Board for its support over the past two years, with particular thanks to:
 - Peter Shepherd (retiring secretary): For his outstanding contributions to governance, risk management, and future planning for the Club.
 - Arthur and Pam Mobsby (HLMs): For their invaluable guidance, generosity, and unwavering love for the Club.
 - Lee-Shannon Delaney (director): For her tireless dedication to managing memberships and overseeing contractors, early mornings and on days the club is not open.
 - Tracey Rore (Club Manager): It has been an honour to mentor Tracey as she progressed from Senior Bar Supervisor to Club Manager. We greatly appreciate her exceptional management and genuine care for the Club and our members.
 - Mark McCamley for managing building and maintenance and Bruce Phillips for donating his expertise and time to undertake building and maintenance repairs.
- Additionally, the Commodore thanked the members for their support over the past five years.

Looking Ahead

- Bill Justo will be our new secretary and Greg Daley will come onto the board as a director in due course.
- The Commodore advised that the audited financials and the treasurer's report were available for download along with the draft 2023 AGM minutes as advised prior to the meeting via email.
- Further, as a not-for-profit organisation, the Commodore advised that the Club's future depends on members generously volunteering their time and, where possible, making financial contributions. The members' involvement is critical to the Club's success.
- She noted that the portfolios that she managed — operational and financial management, grants, member communications,

and marketing — represent a significant workload. The Commodore asked for members to step forward and assist, particularly with the treasurer and marketing roles, to ensure the continued growth and success of our Club.

- Finally, the Commodore thanked the members for their ongoing commitment to the Little Ship Club.

Motion: That the Commodore's Report be adopted.

Proposed: Mark McCamley

Seconded: Bruce Phillips

Motion was carried.

8. Honorary Treasurer (Commodore & Honorary Treasurer Maria Anderson)

Audited Financials

The Commodore was pleased to present the Treasurer's Report on the 2024 Audited Financial Report for the Little Ship Club and stated that Trading income increased 4% to \$1,104,717.85 (up from \$1,059,362.19 in 2023).

The Commodore advised that the 2024 financial year was challenging. Mortgage pressure reduced people's discretionary income, adverse weather conditions impacted trade, and inflationary pressure increased expenses and wages.

In 2024, the Club achieved a surplus before depreciation of \$44,587.91. Depreciation totalled \$61,063.91, resulting in a deficit of (\$16,476.00). This deficit represents a paper loss, not a cash loss.

The Club undertook a range of activities to reduce expenses, namely:

- Installation of solar, which reduced energy usage costs by close to half.
- Implemented a waste management system that saved approximately \$5,000 per year.

- Addition of amenities lights sensor switches and upgraded cold rooms to improve efficiency.

The 2024 Seafood Spectacular was very successful, generating a surplus of \$17,000.

The surplus, before depreciation, has been reinvested in the Club.

Some of the improvements for members have been:

- Hiring two cooks has resulted in ongoing positive feedback about meals;
- Introduction of guaranteed trading hours, which has received positive feedback from members;
- Introduction of a receptionist phone service, 9 am to 5 pm, Monday to Sunday, which increased bookings and patronage and has also received positive feedback from members;
- Negotiation of a new mooring BS510.

Poor weather thwarted the Club's efforts to run more bay outings in 2024.

Looking ahead to 2024-2025, the Club must increase the number of social events to improve financial sustainability. An operational budget has been prepared, and the Club Manager maintains a social calendar.

The Commodore advised should members wish to contribute to the pontoon repairs (estimated at around \$75,000), please get in touch with the secretary or deposit money into the Club's main account with your name so we can thank you.

The Commodore advised that the Little Ship Club's Audited 2024 Financial Report is available on the website and an email with the relevant links was sent prior to the meeting.

Motion: That the Honorary Treasurer's Report be adopted.

Proposed: Mark Neilson **Seconded:** Garry Clayphan

Motion was carried.

The Commodore and Honorary Treasurer then introduced the Secretary to report on activities.

9. Honorary Secretary's Report (Director – Peter Shepherd)

The Secretary's report covers the following matters with respect to the previous year's activities:

- A. Club activities;
- B. Governance;
- C. Strategic Projects:
 - a. Club improvements;
 - b. Preparation of a Master Plan for Club Development; and
 - c. Continuation of the 5 year Strategic Plan for the Club.

A. Club Activities

The Club has been able to undertake some major events as demonstrated by:

1. The **Champagne Cruise** which was continued this year and thanks to Mark Lopez and others for arranging the event. The event was oversubscribed and those who attended enjoyed it immensely.
2. The **Seafood Spectacular** was well attended and thanks to the volunteers once again provided a much needed boost to the Club's finances of around \$17,000.
3. The **Constitution Cup** had to be cancelled this year due to the strong winds forecast. As it turned out the winds were lower than forecast.
4. The Bay outings to **Day's Gutter and Coochiemudlo** were cancelled due to weather.
5. The Bay outing to **Macleay Island** was enjoyed by all that attended – including the pina coladas. Club Macleay provided a very good meal for all.
6. The **Commodore's At Home and Sailpast** was well attended and provided an opportunity for our new Patron to visit the Club which all appreciated. Thank you to our naval liason officer Alan Early for arranging.
7. The **Fishing Section** has been conducting competitions when weather allows.

8. **Several musical events** were also arranged throughout the year to attract younger patrons and contribute to the Club's support base and income.
9. Additionally, the Club held a large annual event for the **Game Fishing section** at the Club.

It is the intention of the Board to further increase the number of 'on the water activities' in 2025 to introduce new members and further build 'esprit de corps' across the membership base.

B. Governance

All monthly Board meetings were held throughout the year with a quorum in attendance at each. The minutes were duly taken and distributed to the Board and the Committees for their information. The Audit report has been prepared and circulated to the members from the Treasurer with no adverse findings.

Returns to ASIC and OLGR have been submitted as required.

C. Strategic Projects

The Secretary has continued to progress a number of Strategic projects by the Board, each of these is discussed in the following:

a. Club Improvements

This year the Club has commenced procurement of the parts to upgrade the pontoon. A big thank you to all that have generously donated to this especially Ken Allsop who has been continually negotiating to get the best deal for the Club. Further work on painting the inside of the Club is scheduled to occur as money becomes available.

b. Club Redevelopment Terms of Reference

The implementation of the Masterplan will only occur when funds allow but it maps out the future development. We have received high level layouts and further work on this will occur during the coming year.

c. Update of the 5 year Strategic Plan for the Club

The Strategic Plan has been updated for the next 5 years and has been actioned through the year.

Motion: That the Honorary Secretary's Report be adopted.

Proposed: Lee Shannon Delaney **Seconded:** Maria Anderson

Motion was carried.

Jim Roberts to be escorted from the room by Phil Cook until after the vote.

9. Consideration of Honorary Life Member (HLM Committee Member Alan Early (AO) and Past Commodore and HLM Committee Member Phil Cook)

- a) HLM Committee representative Alan Early talked about consideration of Jim Roberts for being appointed as Honorary Life Member.
- b) He discussed Jim's contribution through the years and that Life Membership of the LSC was earned – not like some other clubs. He advised that the HLM Committee had agreed and the Board agreed that Jim had well and truly earned an Honorary Life Membership.

Special Motion: That Jimmy be appointed as a Honorary Life Member.

Proposed: Mark Lopez **Seconded:** Greg Daley

The motion was carried unanimously.

- c) Jimmy was asked to re-enter the meeting and was presented by HLM Committee Representatives (Alan Early and Phil Cook) with the HLM Burgee and Epauettes and congratulated by the Commodore and meeting with applause.
- d) Alan Early thanked the meeting.
- e) Jim discussed his background in the Club and his enjoyment of the Club's people and facilities.

The Commodore thanked the Chair of the LM Committee and PCLM Phil Cook for their assistance.

**10. Club recognition of Special Volunteers for 2024
(Commodore Maria Anderson)**

The Commodore thanked the Special Volunteers for 2024 and discussed their special contribution over the many years.

- a) Peter Shepherd
- b) Lee Shannon Delaney – Lee thanked Maria and the Board and explained her history in the Club.
- c) Rob Smith

The Commodore then passed the meeting to the Returning Officer to declare the positions vacant.

11. Declaration of Positions as Vacant (Returning Officer & Honorary Secretary/Director - Peter Shepherd)

The Returning Officer declared the Director's positions vacant in accordance with the new Constitution.

The Flag Officers left the table.

12. Election of Incoming officers

The Returning Officer advised as per the Notice of AGM that in accordance with the Constitution, as only one member was nominated for each of the Flag Officer's positions and the number of Flag Officer nominations was equal to the positions, there was no requirement for a poll of the members.

The Returning Officer introduced the 2025 Flag Officers and handed artefacts to the Commodore to hand to the other Flag Officers.

Flag Officers:

- Bruce Phillips – Commodore
- Mark McCamley – Vice Commodore
- Maria Anderson – Rear Commodore

The Returning Officer, then introduced the Section Positions.

13. Section Positions

The Returning Officer advised that the following Section positions had been filled:

- Game Fish Club Fishing Section Captain: Greg Barnett
- Fishing Section Captain: Ivan Smyth-Kirk
- Sailing Section Captain: TBD

The Returning Officer then handed the meeting to the new Commodore.

14. General Business

The Commodore then opened the meeting for General Business:

- Garry Clayphan asked why the attendance at the AGM was low and asked should the club look at ways to increase membership. He said that we will need this if the Club is to survive. The Board agreed.
- Mark Neilson also made the point that Bruce Phillip's father (Bob Phillips OAM) was also a Commodore and that it was Bruce's dream to follow in his father's foot steps as Commodore and that his father would be proud.

There was no further general business.

15. Close the Meeting (Commodore)

There being no further Business the meeting was declared Closed by the Commodore at 10:41.