

**ANNUAL GENERAL MEETING
MINUTES**

Date: Saturday 22nd of January 2022
Time: 10:00 a.m.
Venue: Guilderton Community Hall, Wedge Street, Guilderton
Chair: Kerry Enright

1. Attendees (including members, non-members and new members):

Sam Collard, Elaine McCartin, Julie Rouse, Phil Flavell, Kerry Enright, Paul Trainor, Bruce Maguire, Madelaine Henshaw, Sharon Staude, Kerry Jones, Bob Johnson, Linda Johnson, Maggie Schmeidte, Frank Johnson, Erik Sorenson, Anne Gilkes, Lana Collard, Linda Balcombe, Vic McCartin, Jennifer Clarke, Sandra Papenfus, Allan McLeay, Sue McLeay, Beverley, Kay Dowling, Phil Smeeton, Wayne Fewster and Joan Ward.

2. Apologies were accepted from:

Linda and Les Buxton.

3. Previous AGM minutes

The minutes of 23rd of January 2021 were accepted as true and correct (with Fisheries report added) by Kerry Enright seconded by Anne Gilkes.

4. Matters arising from previous AGM

Communication with the Shire and the formulation of a town plan were deferred to General Business.

5. GCA Reports

The President's report was presented by Kerry Enright.

Madeleine Henshaw stated that the Community Library Committee has kindly offered to donate \$500 to pay for the first service of the defibrillator.

The Treasurer's report was presented by Maggie Schmeidte. (copy appended)

The Environmental report was presented by Bob Johnson on behalf of Linda Johnson. (copy appended)

The Visitors Centre report was presented by Sharon Staude. (copy appended)

The Arts Committee report was presented by Anne Gilkes.

The Community Library report was presented by Madeleine Henshaw.

Reports were moved as accepted by Maggie Schmeidte and seconded by Sharon Staude.

6. Election of Office Bearers and Committee for 2022, chaired by Cr Erik Sorenson.

Previous positions were declared vacant and there being no nominations received, incumbent office bearers kindly volunteered to continue in their roles and Bruce Maguire was welcomed to the Committee as Secretary. Office Bearers for 2022 are:

President	Kerry Enright
Vice President	Linda Johnson
Treasurer	Maggie Schmeidte
Secretary	Bruce Maguire
Committee members	Linda Buxton, Anne Gilkes and Kerry Jones

7. General Business

Kerry Enright talked of her wish for a foreshore children's skatepark/basketball play area or a lighthouse tourist/play area to be considered in the coming year. She added her concerns of the state of the foreshore toilet block.

Shire Council President Wayne Fewster reported the Council has noted the request for twice daily cleaning, which Linda J added it was not expected to be necessary 365 days per year, but would be especially needed during high usage times such as school and public holidays. Wayne agreed to present this to Council at his first opportunity.

Wayne Fewster noted the Council oversight in that the monies arising from the foreshore parking meters from the previous 3 to 4 years had not been forwarded to Guilderton Foreshore Reserve, adding this would be rectified over the next three years. Various issues/ideas raised with Wayne by those present included foreshore parking pros & cons, playgrounds, encouraging other businesses, the lack of a town plan, local vacant land ownership & developmental availability, parking for Gabbadah Park, the loss of the Guilderton/Seabird road corridor, air conditioning for the Community Hall, and repeated requests for sandbar signage to the north of the river mouth sandbar. Wayne promised on-going consultation in regards to these issues.

Paul Trainor requested an update of the Guilderton store/coffee shop status. Wayne expressed disappointment at no current service, and his hope of a resolution and clarification in a meeting with the consortium next Tuesday. Kerry confirmed from her previous experience that there appeared to be no mention of service provision/performance obligations in the lease.

Parking under shade for the coffee/food van was discussed and Wayne resolved to follow this up with the Shire Ranger service.

Bob Johnson stated that recent discussions with the Australian Maritime Safety Authority indicated they were happy for Guilderton to take responsibility for an area of land surrounding the lighthouse and its community development. Of note was that this had already occurred in the past but not acted upon.

Bruce Maguire expressed his displeasure at the poor state of Guilderton roads, noting in particular the frequent patching of holes being unsatisfactory and the danger of the curving road from Indian Ocean Drive. Wayne outlined that repair funding was informed by annual inspection only unless a specific request for a particular danger report was made. Safe footpath concerns were also discussed.

Kerry E indicated she would forward a copy of issues raised in the meeting to the secretary.

8. Closure

The President thanked the Council representatives and all those present for their attendance, and the meeting was closed at 12.10 pm.

Environmental Report to GCA AGM 22nd January 2022

Guilderton has again been affected, like everyone else, by restrictions put in place to control Covid19.

Volunteers in Guilderton still achieved a lot.

In early March we participated in Clean Up Australia, as we do each year.

In 2021 the Beldon Scouts again camped in Silver Creek and removed the rubbish there.

At 8am, 4 boats took to the riverbanks and cleaned up past Woodridge while another team meets at the Country Club and cleans up the road into town from the highway.

From the Visitor Centre 'anyone willing' signs on and goes along the foreshore, coast and groyne area to remove the rubbish wherever they find it. A 4WD team comes in at Seabird and cleans up the track down to the lighthouse. It's a fabulous effort, rewarded by the Country Club who provide a sausage sizzle, drinks and watermelon at noon.

Thanks to all involved and all are welcome again this year, on Sunday March 6th.

The past 7 years have seen the fencing and revegetation of 22ha of the dunes west of the lighthouse. Much of it was done with plants grown from seed we collected 5years ago, and now 'that job' is done. Thanks to Moore Catchment Council (MCC) who made it possible and everyone who helped!

We collected more seed in 2020 which was grown on by APACE and in 2021 the first of those plants were used to revegetate the dunes on the corner of Mortimer Rd and the track to the groyne. MCC also has a pyp grass control spraying programme in place and this planting complements that plan.

These free events are open to everyone and advertised in GCA newsletters and MRN.

Friends of Moore River Estuary continue to watch for any signs of movement at Moore River South. The 2099 ha have been for sale for over 6 years and remains a poor plan.

Our main aim now is a proposal for a Regional Park between the city limit at Two Rocks, the estuary, the ocean and IOD.

Wilbinga Regional Park would allow for lots of recreational use with 4WD tracks, camping and possibly windmills, etc, but all controlled and with the aim of protecting this rich banksia woodland, home to many valuable species like the Carnaby's black cockatoos.

We have joined the Turquoise Coast Management Group who are working on coastal issues with other interested groups and the governing Shires, DBCA, etc.

FOMRE continues to work with the Dept of Water to do water quality testing at the 5 sites on the estuary every quarter. We are pleased to report good oxygen levels and other signs of a healthy waterway.

Preventing people cutting through the sandbar is still a major problem as this behaviour prevents proper flushing of the estuary and results in silting up of the deeper holes which are fish refuges.

The natural ocean processes see the sandbar built up from the ocean waves in summer, while the winter pattern scours the sandbar, allowing for the frequent breaks over winter, whenever it rains inland. Consequently, it is normal for high estuary water levels and the water tracking to the south, as we see in summer. The sandbar never needs to be cut artificially!!

We are lucky that the estuary is fed by so many clean springs as Gingin Brook dries up in summer now and the flows from Moore River are less as the climate dries.

Moore River estuary remains a beautiful, natural haven for birds, fish, animals the bush and people to enjoy. Thanks for respecting this very special place.

More information on our website at guildertonwa.com.au

Linda Johnson (0414 631 273)

Guilderton Visitor Centre Report 2021

For the Guilderton Community Association AGM Sat 22nd January 2022

The sub-committee for 2021 consisted of:

Chair - Sharon Staude

Coordinator – Linda Johnson

Treasurer – Linda Buxton with Gillian Lamont reviewing the financials.

Business coordinator – Kerry Jones

Wendy Nottle

Administrative Details

Opening hours are 9.30am until 12.30pm on all weekends, public holidays and school holidays. We were open for 129 days during 2021 which is up on 2020 (Covid closures) but down on 2019 numbers. July is always very quiet and we will consider closing on the non-school holiday weekends in July this year.

This summer has been particularly quiet, probably due to the General Store being closed, overall we feel there is a significant drop in visitor numbers and those who are visiting most often do so to ask about where to get food or a coffee, or they are complaining about the paid parking or the condition of the toilets.

We had 2,417 visitors in total, again this is up on 2021 figures but down on 2019 numbers. Because we were open fewer days than in 2021 the average number of visitors each day was consistent at 19. Our busiest months by daily average this year were: November, April and February.

Having lost and gained some volunteers we had 13 functioning in 2021 (including the committee). These fabulous people staff the centre on a roster basis; about 8 of the volunteers cover the bulk of the rosters and we sincerely appreciate their dedication. We would welcome new volunteers to come forward and help in the very enjoyable task of sharing information about our special town, river and area.

The Guilderton Visitor Centre supplies both visitors and locals with current and relevant travel information and brochures. We distribute a large range of general tourist literature as well as specific information from the Shire of Gingin, environmental groups, the Department of Fisheries and the Department of Transport.

Businesses are given free advertising in the upgraded Guilderton Visitor Information Bay by providing a 'Car Door Magnet' advertisement. Local businesses and services are also encouraged to list on the website we share with the GCA and FOMRE:

www.guildertonwa.com.au

We are always on the lookout for new merchandise that has specific local relevance as well as giftware and 'pocket money' children's items. Local produce is popular and we keep a stock of jams, chutney, honey and olive oil as well as local art and calendars. It is through the sale of merchandise that we maintain a reasonable cash flow.

Advertising local events and contact details of local tourist facilities is still a priority and is updated regularly on our notice boards. Our brochures, maps and 'walking quizzes' are proving

very popular with visitors, while the notice boards and the waterproof brochure holders next to the door provide maps and information to visitors when we are not open.

Financial Report

Please see the attached financial report prepared by the treasurer.

EFTPOS

We are now able to take payments with a 'Square' QR code. This is sometime fraught as customers (and volunteers) may not have a phone signal. Nonetheless, it is a good option.

Information Bay

In the information bay the Visitor Centre has 5 advertisers for accommodation and 5 other businesses while there are a total of 13 on the GCA website. Advertising is free and we welcome local businesses to advertise on these sites.

Shire of Gingin

We did not apply for any community grants this year. Our building has been inspected by the Shire and seems to be stable, but it is slowly sinking in the sand and the walls are buckling causing cracks of various sizes, daylight can be seen through some of them.

Moore Men's Shed

Thank you again to the MMS who continue to be of support to the Visitor Centre. Their sand boards are well made and popular while the golf ball novelties and other items they make are added interest to the stock we carry.

2022 sub-committee

The following sub committee is presented for approval to the GCA for 2020:

Chair - Sharon Staude

Coordinator – Linda Johnson

Treasurer – Linda Buxton, with Gillian Lamont reviewing the financials.

Web and Business coordinator – Kerry Jones

Wendy Nottle

My sincere thanks to the hardworking committee and volunteers who help visitors enjoy and look after Guilderton and the Moore River Estuary.

We look forward to continuing our work in 2022.

Sharon Staude

Chair

Guilderton Visitor Centre

22/01/2022

Financial Report Visitor Centre 1st January 2021 to 31st December 2021

	<u>2021</u>	<u>2020</u>
Balance Carried Forward @ start of period	\$ 10,671.91	\$ 8,730.27
Sales		
Art Jewellery	\$ 1,091.50	\$ 781.00
Moore Mens Shed	\$ 638.00	\$ 1,287.00
Produce Soaps	\$ 451.00	\$ 424.50
Souvenirs Gifts	\$ 3,503.60	\$ 2,417.00
Miscellaneous Donations	-\$ 3.00	\$ 5.00
Total Sales	<u>\$ 5,681.10</u>	<u>\$ 4,914.50</u>
Other Revenue		
Magnetic Signs	<u>\$ 110.00</u>	<u>\$ -</u>
Total Revenue	<u>\$ 5,791.10</u>	<u>\$ 4,914.50</u>
Cost of Sales		
Art Jewellery	\$ 120.00	\$ 95.00
Moore Mens Shed	\$ 140.00	\$ 855.00
Produce Soaps	\$ 276.00	\$ 108.00
Souvenirs Gifts	<u>\$ 2,765.12</u>	<u>\$ 1,459.93</u>
Total for Cost of Sales	\$ 3,301.12	\$ 2,517.93
Other Expenditure		
Square fees	\$ 30.00	\$ -
Transfer to term deposit	-\$ 5,000.00	\$ -
Donation (St Johns Ambulance)	\$ 50.00	\$ -
Admin Insurance Phone		
Badges	\$ 208.30	\$ 239.11
Equipment/Signage	\$ 306.00	\$ -
Website	<u>\$ 215.82</u>	<u>\$ 215.82</u>
Total Expenditure	<u>\$ 4,111.24</u>	<u>\$ 2,972.86</u>
Net Profit/Loss	<u>\$ 1,679.86</u>	<u>-\$ 3,320.14</u>
Balance @ 31 December	<u>\$ 7,351.77</u>	<u>\$ 10,671.91</u>
<u>Bank Reconciliation</u>		
Balance @ Bank 31 Dec plus transfer to term deposit	\$ 6,659.35	\$ 10,436.91
Plus Out Standing Deposit	<u>\$ 692.42</u>	<u>\$ 235.00</u>
Balance @ 31 Dec 2021	<u>\$ 7,351.77</u>	<u>\$ 10,671.91</u>
Summary		
Balance @ 31 December 2021	\$ 7,351.77	\$ 10,671.91
Floats	\$ 150.00	\$ 150.00
Stock in hand	<u>\$ 2,754.35</u>	<u>\$ 3,430.00</u>
Term Deposit	<u>\$ 21,806.09</u>	<u>\$ 16,742.94</u>
Total Funds	<u>\$ 32,062.21</u>	<u>\$ 30,994.85</u>

Guilderton Visitor Centre Financial Report for the AGM 21 January 2021

Linda Buxton has asked me to give the financial report as she is stuck in Tasmania waiting for the WA borders to open. For those of you who do not know, Linda sends me her figures every month, which I reconcile to the till reports and input into spreadsheets which I have programmed to produce the financial reports.

The deficit of \$3,320.14 in 2021 equates to a profit of \$1,679.86 after allowing for the payment of \$5,000 into the term deposit (see figures in red print). This is a 13% decrease in profit compared with 2020.

Sales in 2021 have increased by 16%, however, cost of sales and other expenditure have increased.

Signage is charged on a cost replacement basis, however, costs in 2021 included \$198 paid to Gingin Fabrication Steel for the improvement to the 'Welcome to Guilderton' sign.

The mark up for sales currently sits around 30%, which is very low. Given the introduction of square at a charge of 2.2% sales and the low markup, I would recommend to the GVC Committee that they increase the markup for sales to around 40% in 2022. I would expect to see an increase in sales in 2022 following the introduction of Square in September 2021.

The Guilderton Visitor Centre has performed solidly throughout the uncertainty of the pandemic. This is a credit to all the volunteers who give up their time on a regular basis, and especially to Linda Buxton who keeps the books impeccably and handles all the banking.

Gillian Lamont