



ANNUAL GENERAL MEETING

DRAFT 2021 MINUTES

Date: 5 December 2021
Location: Zoom virtual meeting
Meeting opened: 10:34am

Financial member attendees:	Stephan Belacic, Matt Carling, John Cox, Paul Giugni, Rachel Hemsworth, Geoff Jones, Christine Jones, Daniel Kochanowicz, Sharon Leadbitter, Fiona McKergow, Vanessa Palmer, Christine Palmer, Rae Palmer, Wayne Prowse, Emma Rees, Kathryn Rodda, Peter Rodda, Michael Royle, Lesley Royle, Walter Sheehan, Jason Zarew
Apologies:	Carmel Ashton, David Barwick, Shaun dePlater, Keith Harding, Robert Owens, Keith Simpson, Tania Wearing, Helen Wilson

The President, Peter Rodda formally opened the Gunuma Lodge Annual General Meeting (AGM) at 10:34am. Twenty One (21) Winter financial members were in attendance for a quorum at the time of opening. Due to the ongoing COVID-19 pandemic, the Gunuma AGM was held virtually.

1. Approval of Minutes of Previous AGM 5 December 2020

Minutes of the 2020 AGM were accepted.

Minutes of 2020 AGM:	
MOVED:	Vanessa Palmer
SECONDED:	Lesley Royle
Accepted	

2. REPORTS

President

Peter welcomed the everyone to the 2021 AGM with the second year to be held virtually. At the time the AGM is organise and planned, COVID restrictions were challenging, it was difficult to find venues that would be suitable and the Committee decided to due COVID to hold the AGM virtually.

Peter thanked the Committee for their work. Although there was less skiing, the running of the lodge was still a task. The Committee was busy with the COVID safe plan and refunds, this presented an increase in effort.

Thanks to the Administrative Officer, Renae for her work and processing refunds. Renae has recently handed in her resignation due to other work commitments. This will be a loss to Gunuma, as she was capable, showed her enthusiasm and willing to go the extra mile.

The Treasurer, Jason Zarew will cover off on the finances. Peter noted a loss of gross income and thanked Jason for his efforts to obtain various grants in affect up to \$48,000. There was a few enquiry about reducing fees received from members. We are a club, which fees such as rent, electricity etc are still required to be paid. These fix costs keep going up each year, however the Committee decided to keep the fees where they are for now.

A new COVID safe plan for Summer has been issued. Bedding (pillows and blankets) and tea towels will be made available again. The new COVID safe plan requires members and guests to be double vaccinated to stay at the lodge. This decision was made following legal advice received. The Committee, considered the risks for the lodge and as we are a high risk place due to living with other people while staying that the double vaccination requirements will be put in place. The lodge isn't like a café or other places where people have fleeting moments.

Work parties attendance was in decline over the years, however this year saw an increase in attendance. Work parties will continue over the next year. Members are encourage to attend a work party to minimise costs going forward.

Three vacant Committee positions are noted. These being Secretary, Maintenance Manager and Communications. Please consider nominating for these positions.

No questions were raised regarding the Presidents report.

Treasurer's Report:

Jason Zarew tabled the Treasurers' Report. Jason provided his reflections on his four years in the role with this being the second AGM to be held virtually, with two years prior coming to Canberra to attend. Revenue started strong with the opening booking rounds. The first set of closures for COVID where from Sydney lockdowns, which resulted in a number of cancellations and update of new bookings for cancelled rooms. However, further restrictions and cancellations occurred. Refunds of accommodations for this year is \$92,000 and indicated in the Profit and Loss statement as a new line.

Three Government Grants were applied for. Small Business Hardship Grant which is a one-off payment of \$15,000. JobSaver, a weekly grant of \$1,00 per week paid from mid-July to November, however, was just recently extended until January 2022 (yet to determine if need to re-apply or not). The third grant, Accommodation Support included a once off payment of \$5,000.

It was noted, not everyone was refunded and some funds are in members Gunuma accounts as a credit. The financial year is until 30th September 2021 with \$76,000 setting in credits. Annual subs used some of this credits, with bookings next year likely to use credits as well (like pre-paid

accommodation). Next financial year we are already down \$76,000 with accommodation revenue being dramatically reduced.

A change of electrical providers occurred this year as SLOPES broker was able to obtain a better deal. The insurance provider has also changed with an issue with the previous one under riding and withdrawing the policy. SLOPES was able to find a new insurance for the lodges in the region and match the pricing. The process for insurance renewals has started for next year and it is a wait and see what happens next. Jason noted, that the insurance costs keeps going up each year.

National Parks provided rent waivers and deferrals were made available. SLOPES have engaged a lawyer to represent lodges to try to obtain a better deal. We have signed up to this.

In summary expenses as follows:

- Revenue \$186,986
- Expenses \$234,706
- Capital work expenses \$0
- Cash position start of financial year (1 October 2020) was \$453,000 and at the end of the year (30 September 2021) was \$565,000.

The following questions were raised:

Car parking – why the same for all the year if the lodge was shut. Jason indicated carpark bookings were pre-booked and accepted. The refunds for carparks appear in the one line with the accommodation.

It was raised, that the Finance reports are issued earlier to give time for those looking at reports. Although in favour of Zoom meetings, there needs to be adequate time to read reports. The President, noted this and advised that the finance reports are audited and some delays. However, suggestion to send out Finance report earlier for AGMs will be taken on notice for the next Committee.

Refer to Treasurer's report in attachment.

Treasurer's Report:	
MOVED:	John Cox
SECONDED:	Michael Royle
Accepted	

Capital Works:

Christine Palmer provided the Capital works and maintenance report.

Maintenance – three working parties were held with support from members and thank you to those who have attended. Two work parties focused on keeping the lodge clean and ready for members, with the third to address COVID requirements. A fourth work party will be held mid December to get the lodge ready for Summer. Some of the maintenance issues included: keeping the fridge in the

kitchen working, new freezer in laundry installed, new balustrade down the stairs, refurbishment of the pool table, new TV in kids area, storage box outside for the toboggans and disconnected the obsolete ELAN system. Outstanding is the sauna refurbishment, which is due for completion in early February.

Capital works included essential works to upgrade the lodge to meet current fire standards. Thank you to Geoff Jones for his work. The copper piping looks amazing. Ten-year Capital Works Plan was reviewed, priorities include fridge, Southern bathrooms renovation, window replacement, fire alarm replacement. Details regarding the plan can be found on the Gunuma website.

A development application is required for the bathroom and windows for approval by NSW Planning and National Parks. A development application is expected to be lodged in the new year. However, may not all be completed at the same time, depending on tender costs and funds.

Capital works report accepted by Geoff Jones and seconded by Matt Carling.

Membership Secretary's Report

Paul Giugni provided the Membership Secretary report. Currently, we have a full Winter membership of 225 members (223 Ordinary members and 2 Life members). There are 14 Summer members. There are ten applications on the wait list for Winter membership, for which six of these are children of current members.

We welcome eight new members. Four of these paid the membership fee and the other four are transfers.

Paul thanked the Committee, as it was his first year on the Committee. Special thanks to Jason for getting the finances in order given the difficult year. Hopefully, next year ski season is better.

The following matters were raised in relation to the report:

What is the average time on a wait list to become a member. Paul advised, this is variable and at one stage there was no waiting list. It is hard to give a figure, however sometimes have known up to two-three years.

Membership Secretary report accepted by Wayne Prowse and seconded by Lesley Royle.

3. Election of Committee

As a result of Committee Nominations only one nomination was received for the positions below, therefore, these positions are taken to be elected:

Committee Position	Name	Proposer	Seconded
President	Peter Rodda	Michael Royle	Daniel Kochanowicz
Vice President	Geoff Jones	Christine Jones	Rachel Hemsworth
Treasurer	Jason Zarew	Daniel Zarew	Rachel Hemsworth
Membership Secretary	Paul Giugni	Claire Giugni	Rachel Hemsworth
Capital Works Manager	Christine Palmer	Kathryn Rodda	Leslie Royle
Logistics Manager	Emma Rees	Wal Sheehan	Vanessa Palmer
Environment Manager	Vanessa Palmer	Emma Rees	Rachel Hemsworth

The positions of Secretary, Maintenance Manager and Communications are vacant and nominations are sought. These are three important positions and need to be filled. Stephan Belacic advised if no takers for Maintenance Manager he can volunteer. Rachel Hemsworth advised she can continue to assist, however due to work and study commitments would prefer if someone could take up the role.

Peter thanked Sharon Leadbitter for her time as Communications Manager, Walter Sheehan for his time (one and off) the Committee over the years and wished him well for his travels; and Rachel Hemsworth for her work as Secretary for the corporate knowledge and consistency.

Kathryn Rodda advised she can look at the role of Communications.

The Committee members are:

Committee Position	Name
President	Peter Rodda
Vice President	Geoff Jones
Secretary	Rachel Hemsworth
Treasurer	Jason Zarew
Membership Secretary	Paul Giugni
Communications	Kathryn Rodda
Capital Works Manager	Christine Palmer
Logistics Manager	Emma Rees
Maintenance	Stephan Belacic
Environment Manager	Vanessa Palmer

AGM close:

Meeting closed 11:25am.

President's Report

Welcome to Gunuma's AGM for 2021.

The year and more importantly the ski season started with much promise, however our hopes were dashed in mid-August when NSW went into lockdown.

When we started planning the AGM there was serious consideration in holding a pre-COVID style AGM and being able to talk face-to-face with a drink and party pies. At the time we needed to make venue commitments there were travel restrictions in place and it was difficult to find a venue that would permit us to socialize, so it was back to a virtual meeting. Personally, I hope that next year will permit us to hold a pre-COVID style AGM.

I personally thank the Committee for their efforts and hope that all members appreciate the effort that is put in by volunteers. Last year Gunuma did not open, this year we opened and then closed which presented a new set of challenges, which increased the workload. The ongoing activities required to keep Gunuma operational such as work parties, winter house managers, booking system updates, COVID Safe Plans, procedure and guideline updates, closing out the fire safety upgrade and stocking with supplies were organized along with the administrative activities of paying bills, new insurance, correspondence, etc continued. The NSW lockdown put a stop to what was developing into a very good season resulting in significant effort being required to refund bookings and close down the lodge. The day-to-day tasks of keeping Gunuma as an operating entity did not stop.

In addition to the Committee, I would like to thank our Gunuma Administrative Officer. Renae is part time and went well beyond her formal role in managing the cancellations and refunds. Unfortunately, Renae gave notice last Wednesday. She will be difficult to replace.

A key Committee role is to ensure that Gunuma remains financially viable. Our gross lost was approximately \$73k, which was reduced to \$48k following significant work out in by Jason to obtain COVID grants from Government. Jason will provide the details in his report, however I mention this as it was a consideration in determining the fees for 2022.

Gunuma is a club with all income being spent on running costs and improvements. Historically, the intent has been for the yearly subscriptions to fund the fixed costs, accommodation rates the variable costs and sale of memberships capital works. Over the last 5 to 7 years our fixed costs (insurance, rent, etc) have increased at a greater rate than the increase in subscriptions and the accommodation revenue has subsidized the fixed costs.

When considering the subscription and accommodation rates for 2022 the Committee considered the above, the 2021 net loss of \$48k, no change in rates since 2019 and the desire not to use the sale of memberships to fund fixed cost costs. Fixed costs are a misnomer as these have increased well ahead of inflation. The end result is that there is no change to subscriptions and accommodation rates for 2022. To ensure that Gunuma remains financially viable, expenditure was limited to the extent possible. Maintenance was minimized and no new capital works was initiated. Christine continued with planning the balance of the bathroom upgrade as part of her Capital Works Manager role and work continued on prioritizing capital works in improving the cost certainty of the

budgets. The new Committee will need to consider what works are carried out in 2023 after what is hopefully a COVID free ski season with good snow to assist in replenishing the coffers.

A COVID safe Plan that reflects the current NSW Health regulations has been issued. The focus is on good hygiene and cleaning. There are limited restrictions other than lodge residents are required to be vaccinated and use the QR code. This maybe contentious to some members and their guests, however legal advice that SLOPES have obtained confirms that lodges can make this decision based on their risk profile. The Committee considers that Gunuma's risk profile is greater than say retail, restaurant and other public facilities due the duration that residents are in contact with each other in an enclosed environment.

The Committee does not propose to keep members or their guest's vaccination records and will rely on honesty and check-in via the QR code for compliance.

The omicron variant has reinforced the decision requiring residents to be vaccinated the need to be flexible.

Members are aware that attendance at work parties has been in decline for many years, however 2021 saw an increase in attendance under Wal's management. Work parties are an important in minimizing our maintenance and capital work costs, and are a good social time to catch up with ski colleagues. Considering the 2021 loss, I encourage all members to contribute to the operation of Gunuma by attending work parties in 2022. It will be an opportunity to socialize with ski colleagues and lament to 2020 and 2021 ski seasons. Unfortunately, Wal is not continuing in the role and hopefully a member will nominate from the floor for the role.

Nominations have not been received for several committee positions. The success of Gunuma is dependent on having a functioning committee with all positioned filled so that the workload is not excessive resulting in committee members resigning. If you believe that you can contribute, please nominate.

Peter Rodda
President
30 November 202

Treasurers Report

2020/21 TREASURER'S REPORT FOR THE PERIOD ENDING 30TH SEPTEMBER 2021

Another non-standard year to follow from last year. Preseason bookings were very strong from our members, obviously pent-up demand after not being able to use the lodge the previous year. The season was looking great with a full house and good early season snowfalls. Unfortunately, lockdowns commenced in Sydney just before the school holidays, and ultimately lockdowns closed the lodge entirely for a period. Lots of frustration and uncertainty with our holiday plans. I would like to acknowledge the tremendous work by our Administrator Officer, Renae, having to deal with many booking cancellations and changes thru this season.

Revenue started extremely strongly during our opening booking rounds, looking to be a very high member usage of the lodge. Cancellations and those rooms becoming available to those not in lockdown meant the revenue intake looked strong. To reflect the cancellations during this season I have included the refunds from the booking system back into the accounts. You will see the new account Refund Accommodation – Covid with money returned of \$92k. We gave the members the opportunity to request their cancellations to be returned, or to leave it as credit withing the booking system. The balance sheet shows the value of credits left in the booking system as liability Member Credit – Covid with a value of \$76k. This credit will be used against your member annual subs and booking next year, so in effect this is a pre-payment for next year.

Also reflected in this year's revenue is \$25k for covid grants from the government. These are payments we received during this financial year, with further grant money to be received in next financial year. Three grants have been applied for, as of end of November, and were successful:

- Grant 1 – Small Business Hardship Grant

This grant is a once-off payment of \$15,000 and was to provide cash for businesses impacted during the first three weeks of the restrictions.

- Grant 2 – JobSaver

Even though we have no employees, this year we were able to apply for this grant. This is a weekly grant of \$1,000 per week paid from mid-July thru to end of November and is aimed at businesses impacted by the closures. Total grant will be \$20,000

- Grant 3 – Accommodation Support

This grant was made available after this financial year; I have included this to let our members know. It is once off payment of \$5,000 and is available to accommodation providers with cancellations of 11 nights or more.

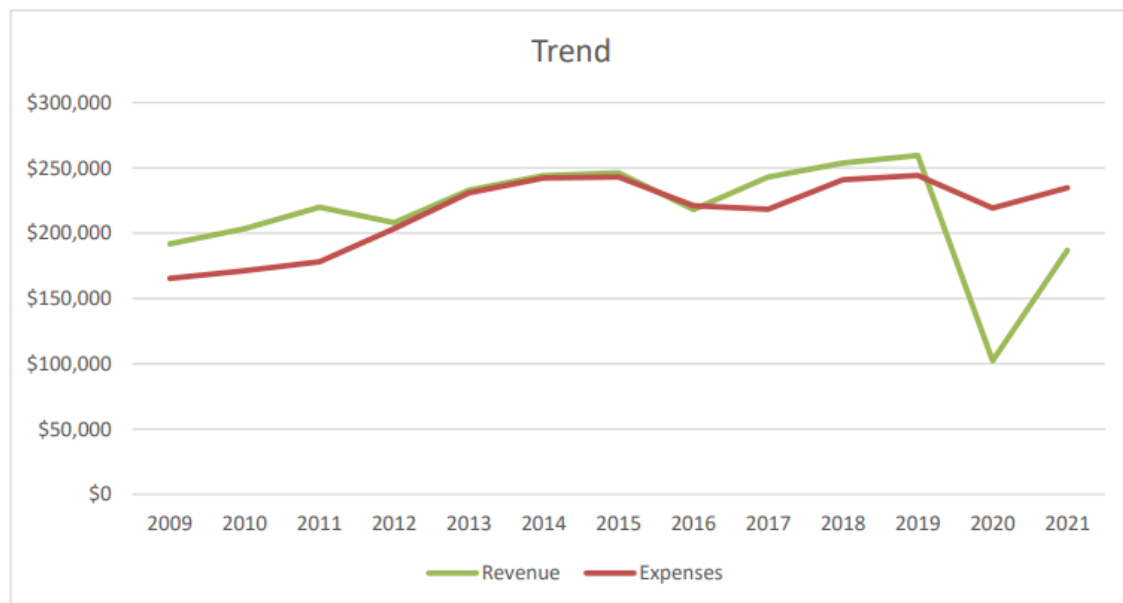
Expenses have increased compared to last year, though that is to be expected. Compared to other years the expenses a little lower. Electricity for this year is a little lower than typical years, because of reduced lodge usage, and changing electricity providers as recommended by Slopes. Insurance has significantly increased. We participate in the Slopes insurance scheme. Earlier this year there was a rush to change our insurance broker / policy as brought to our attention by Slopes. Our previous insurance underwriters were withdrawing from our policy which Slopes acted quickly with new brokers to move us over to a new policy, and our price was matched to the existing policy. Now we wait for the new premiums.

As a result of last year’s closure there were some rent waivers and deferrals available from National Parks. Based on our reduction in revenue we have received a total of \$7,875 as rent reduction, with the same amount deferred over the next two years. The process of rent relief is to be made available again for the past season.

Our accounts may be summarised as:

- Revenue of \$186,986
- Expenses of \$234,706
- Capital Expenditure \$0
- Four New Memberships \$40,000
- Cash Position
 - o At start of financial year (1st Oct 2020) was \$453,000
 - o At end of financial year (30th Sep 2021) was \$565,000.

Appendix A



4th December 2021
 Jason Zarew
 Gunuma Treasurer

Profit and Loss

Gunuma Lodge Incorporated For the year ended 30 September 2021

2021

Trading Income

Accommodation Accompanied Guest	54,701.33
Accommodation Members	90,191.33
Accommodation Unaccompanied Guests	9,269.09
Bank Interest	29.60
Car Parking	15,753.65
Covid Grants from Government	25,000.00
Refund Accommodation - Covid	(92,154.60)
Subs Summer Member - Gross	3,333.66
Subs Winter Member - Gross	78,148.58
Term Deposit Interest	2,713.39
Total Trading Income	186,986.03

Gross Profit

186,986.03

Operating Expenses

AGM Costs	272.73
Audit Fees	600.00
Bank Charges and Fees	200.00
Booking System - Annual Fee	1,457.00
Car Park Rent (Licence fee)	1,688.16
Cleaning	4,568.18
Consultancy Costs	1,200.00
Depreciation Car Park	1,500.00
Donations & Subscriptions	2,446.77
Electricity	18,083.88
Env Research Cont'n	131.10
Fire Con telep, serv & monitor	2,012.92
Fire Control - Servicing	485.91
Fire Levy	132.93
GAO Contract Fee	10,140.00
GAO Telephone	661.40
Gas	72.00
General Repairs & Maintenance	4,215.85
Insurance	31,588.36
Land & Buildings - Deprec'n	48,384.00
Lodge Fire Control Telephone	221.62
Lodge Supplies/ Consumerables	2,761.42
Lodge telephone / Internet	1,253.04
Merchant Fees	0.21
Minor Assets Expensed	863.63
PayPal Trans'n Fees	2,373.86

2021

Plant & Equipment Deprec'n	21,000.00
Postage & PO Box Rental	251.82
Rates (MSU charges)	23,480.80
Refund - Accommodation	2,141.82
Registration/Fair Trading Fees	100.00
Rent to NPWS	29,241.32
Replacement Items	2,483.31
Travel costs Logistics	72.73
Water and Sewerage	10,615.16
Work Party Credits	5,100.00
Working Party Expenses	2,904.68
Total Operating Expenses	234,706.61

Net Profit	(47,720.58)
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Balance Sheet

Gunuma Lodge Incorporated As at 30 September 2021

30 SEP 2021

Assets

Bank

AUD PayPal	85,444.21
Suncorp - Term Deposit 7	185,506.14
Suncorp Everyday Options a/c	195.11
Westpac - TD2 - NPWS (New)	5,000.00
Westpac - TD3 - NPWS (Old)	5,000.00
Westpac Community Cash Reserve	219,175.20
Westpac Operational Account	64,913.36
Total Bank	565,234.02

Fixed Assets

Car Parking (CP) Spaces @ Cost	28,348.45
CP Spaces - Accum Dep'n	(18,819.77)
Land & Buildings - Accum Dep'n	(422,426.18)
Land and Building (L&B) @ Cost	1,617,534.04
Leasehold Improvements @ Cost	20,164.92
Plant & Equipmt - Accum Dep'n	(150,141.00)
Plant and Equipment @ Cost	488,115.35
Total Fixed Assets	1,562,775.81

Non-current Assets

Accrued Revenue - Annual Subs	4,157.30
Accrued Revenue - Covid Grants	10,000.00
Pre-Paid Env Research Levy	393.30
Prepaid Expenses	1,343.77
Prepaid Insurance	6,886.02
Prepaid Rates	18,084.00
Prepaid Rent	22,708.90
Prepaid Water and Sewerage	2,444.13
Total Non-current Assets	66,017.42

Total Assets

2,194,027.25

Liabilities

Current Liabilities

GST	(6,746.34)
Member Credit - Covid	76,135.26
Member Credits	5,100.00
Rounding	0.01
Total Current Liabilities	74,488.93

Non-current Liabilities

Balance Sheet

	30 SEP 2021
Accrued Expenses	5,803.56
Total Non-current Liabilities	5,803.56
Total Liabilities	80,292.49
Net Assets	2,113,734.76
Equity	
Current Year Earnings	(47,720.58)
New Memberships	40,000.00
Retained Earnings	2,121,455.34
Total Equity	2,113,734.76

Capital Works

Capital Works and Maintenance: 2021 AGM report

I'd firstly like to thank the committee for their support in helping me settle into the role of Capital Works Manager over the past twelve months. It has been a pleasure and an eye opener to be involved in the Committee, despite watching my Mum do it so many years ago! Gunuma holds a special place in our family's life over the past thirty years, as it has in every member's over nearly fifty years. A carefully planned program of upgrades and ongoing maintenance is essential to make sure we can all continue to enjoy the Lodge through the next fifty years.

This year has been yet another unpredictable and unsettling year for the Lodge's income and operations, which has directly influenced our ability to continue plugging away earnestly on planned capital works. However, we have been able to achieve a few things in the background which will help reinvigorate the capital works program over the next twelve months.

We have however been able to attend to many small maintenance items throughout the year thanks to Wal Sheehan, the team of volunteers who attended works parties in the first half of the year, as well as the Winter House Managers who dealt with the usual myriad of issues that pop up onsite during the ski season.

Maintenance activities

The building is now 45 years old and has stood up well to its role of providing an excellent winter and all seasons facility for members to enjoy. The building and floors still creak a little, but that is part of the buildings charm!

This year three great working parties were completed with the support of members and their families. Many thanks to those members that attended.

Two work parties focussed upon keeping the lodge in a clean and ready state for members, while the third addressed the rearrangements necessary to be COVID compliant.

A fourth working party is scheduled next week to ensure the Lodge is ready for the summer crowds over Christmas and school holidays.

Overall routine maintenance required over 120 little jobs to be addressed and fixed by the work parties.

In addition to these, other activities undertaken were; ensuring the existing fridge in the kitchen remained working, installing a new freezer in the laundry to expand members ability to bring prepared food, a new balustrade to assist the children and us Oldies, recovering of the pool table, installing a replacement TV in the children area, a storage box on the deck to keep toboggans outside rather than the ski room, and disconnecting the ELAN system from the lodge.

The only major item yet to be completed is the refurbishment of the Sauna which is scheduled for completion early February.

Capital works activities

The essential work of upgrading the Lodge to meet current fire standards was completed earlier in the year, with much thanks to Geoff Jones for chasing up the many loose ends. The feature copper piping running through the ceilings in the lounge area look amazing!

The rolling ten-year capital works program was reviewed mid-year, with the priorities of fridge replacement, southern bathroom renovations, replacement of windows and the replacement of the fire alarm system flagged as most important items by the Committee. The plan is an evolving document and a summary can be found on the Gunuma webpage. I welcome feedback on the plan, particularly if any members have a certain skill set that matches the work identified, please get in touch.

The southern bathroom renovations and window replacement require development approval by NSW Planning and National Parks so as a result the Committee will seek approval as a combined package. Depending on tender costs they may be done together or as separate projects, with the bathrooms upgrade the priority.

As part of the work for this application a new set of detailed architectural plans for the Lodge has been drawn up to assist the approval process.

A development application is expected to be lodged by January for approval. Even with the prospect of a quick approval the current environment in the building industry (Covid lockdown delays, supply issues, lack of trades, full books etc) it will mean it is highly unlikely we will be able to have the bathroom work completed prior to the next ski season, however the tender process to seek an appropriate builder will be conducted as soon as the development approval is given and we'll be able to have a firmer idea then.

As I stated earlier, please do get in touch if you can be of any assistance with the program –whether it's help with scoping out planned work or even managing or tendering for works – many hands make light work! After many years of service on the committee Wal is retiring so if you are interested in taking on the role of maintenance manager please come forward, we'd love for you to join the team.

I look forward to catching up at a work party or skiing (cross fingers!) in 2022.

Christine Palmer
Capital Works Manager
capitalworks@gunumalodge.com.au
0402 854 522

Wal Sheehan
Maintenance Manager
maintenance@gunumalodge.com.a

Membership Secretary

Membership Overview

Gunuma has a full allocation of 225 Ordinary and Life Members (being 223 Ordinary Members (also known as Winter Members) and 2 Life Members), together with 14 Summer Members.

We are also fortunate to have 9 applicants on our Ordinary Member waitlist, of which 6 applicants are children of current members.

During the last 12 months we welcomed 8 new Ordinary members to Gunuma. Of these 4 were new members who paid a \$11,000 joining fee, and 4 were approved Family Member transferees (who do not pay a joining fee).

Please join the Committee in welcoming all of these new members to Gunuma and hope that they enjoy the lodge environment as much as we have.

Payment of Fees

I urge all members who have not paid their fees, do so as soon as possible.

Let's hope that the 2022 ski season makes up for the last 2 years.

Thank you,

Paul Giugni
Membership Secretary
1 December 2021