

## Australian Ariel Register Inc.

### MINUTES OF COMMITTEE MEETING

**Held at Paradise Tourist Park Tamworth on 28 March 2015**

**Present:**

John Hammond..... President  
 Brian Fleming.....Vice-President  
 Barry Deeth..... Treasurer  
 Allan Boyd..... Regalia Officer  
 John Deeth..... Archivist  
 Ted Reedy..... 2016 Rally  
 Col Hill..... Secretary

**Opening:** The meeting was opened at 10:30 AM. The main purpose of the Committee meeting is to ratify the business that has been conducted by e-mail and telephone communication last year.

**Apologies:** Geoff Fry (2016 Rally), Ern Serls (WA Rep), Michael Browne, Adrian Hannam, Bill McKee and Ray Philps.

**Minutes of previous meetings:** Moved by Barry Deeth and seconded by Brian Fleming that the minutes circulated to members present were a true account of the last meeting.

CARRIED

**Business arising from previous meeting:**

- a. Need for Magazine to be Sent to National Library. The Secretary advised that he sent another email to the National Library's contact address but did not receive a reply. The Committee agreed it is not needed and closed the item.
- b. Hosting 2016 Rally. Ted Reedy gave an outline of what he and Geoff Fry intend providing for the 2016 rally to be held at Bathurst NSW. The Committee endorsed the proposal and approved Geoff Fry, Member No 575 of 127 Stewart St Bathurst 2752 and Ted Reedy, Member No 525 of 5 Crawford Cr, Bathurst to open a 2016 AAR rally bank account, with both authorised to sign cheques. The Committee agreed to provide seed funding to open the 2016 rally account at a local financial institution, with the amount to cover start up costs as well as maintaining the minimum balance required by the institution.
- c. Archivist to scan past periodicals. John Deeth agree to determine which issues need to be scanned from those where electronic copies are held. The Secretary advised the meeting that archived material can be stored on a secure site on the AAR web server.
- d. Travellers' Pack). Allan Boyd gave an update on the Travellers' Pack he and Christine had compiled. A notice with a link to the pack has been placed on the AAR web.

**President's Report:** John Hammond has prepared for the AGM, which is posted on the AAR web site.

**Vice President's Report:** Brian Fleming had nothing to report, other than to say he was standing again for re-election as Vice President at the AGM.

**Secretary's Report:** Col Hill advised the membership is currently at 328, which is slightly up on last year, but still down on the peak of 2009. There are about 70 members who have not yet renewed from last year. A final reminder will be issued with the next magazine to those members not yet renewed for 2015, plus an email reminder will be sent to those with Internet email addresses in the data base. The bike data base is looking much healthier and I am nearing the point where I have compiled two reports for the AAR web that lists number of bikes by year & model and quantity of model types. Cost for running the office of the Secretary was \$786.99 (affiliation/PLI, postage, stationery items, printing and printer ink) - details of those expenses are included in the Treasurer's Report. Other Club management expenses are outlined in the Treasurers report.

**Treasurer's Report:** Barry Deeth presented a statement of income and expenditure for the period 1 January – 31 December 2014. Barry indicated the accounts for the full 12 month period includes the interest paid for December 2013, which doesn't appear in bank statements until the next year as it was credited on 1 Jan 14. All income and expenses were validated by the Secretary (as the second person on the Committee, which is now required under the Act). Based on the end-of-year cash balance, he recommended that subscription fees for 2016 remain at \$30 for new members (\$20 membership fee and \$10 joining fee); and \$20 for membership renewal. Barry moved that the expenditure incurred from 1 Jan 14 to 31 Dec 14 be ratified as valid expenses for running the Club, and the financial statement be accepted as presented, and that this summary be presented to members at the AGM. The motion was seconded by Col Hill.

CARRIED

**Ordinary Committee Members' Reports:** The Ordinary Committee Members of the AAR are the Annual Rally Director, Editor, Regalia Officer, Archivist and by necessity the member's organising the following-year's annual rally. Managing the AAR web has not been officially designated as a Committee position, a Web Report was provided by the Secretary.

- a. **Rally Update.** John Hammond informed the meeting that rally funding and expenditure looks as though it will balance out in the positive, but that late cancellations may impact the balance. He advised that support for the meals en-route are being provided by charitable organisations and to help these organisation, a donation tin will be at the Saturday lunch to which entrants can make personal donation. The Committee agreed that the Club could fund costs of lunch venues to offset rally finances. The Rally sub-committee will advise the Treasurer if direct payment is required from the Club.
- b. **Editor's Report:** Adrian Hannam has prepared a report for the AGM where he states he is enjoying putting the magazine together. He is grateful to those members who provide articles, but would like to see more members relate stories of their restorations for the magazine. He agreed to continue as Club Editor for the next Committee period. The Secretary informed the meeting of an unsolicited offer from Minuteman Press to produce the magazine in either its current B&W format or colour throughout. The Secretary advised that he performed a cost comparison with Bendimail's charges for 2014, and this indicates the Minuteman Press B&W proposal is much the same as what Bendimail provides, but the colour option would need a review of annual subscriptions it were to be adopted. The Committee agreed not to pursue the Minuteman Press proposal.
- c. **Archivist's Report:** John Deeth advised he had very few requests for archive USBs since the last meeting.
- d. **AAR Web Report:** The Secretary advised that the AAR web site is now mature and is being updated regularly to place notices to members and advertisements for member's bikes and bike parts, etc. A new Members Only page has been created with username and password protection that only financial members will have the access codes. The Secretary provided a snapshot representation of the Members Only page and an example membership card with access codes that will be available for members to peruse at the AGM.
- e. **Regalia Officer's Report:** Allan Boyd advised that he had prepared a report for the AGM, in which he states there had been no regalia purchases since the last AGM. He said the Club has the following regalia for sale to members: AAR safety vests (\$20), peak caps to match polo shirts (\$15), domed sticker badges (\$3); new stock of polo shirts (\$35); sew-on cloth badges (\$5), 'Ariel through the ages' posters (\$20); and 20<sup>th</sup> AAR Rally badges (\$2.50). He added sales so far at this rally are good and he will need to buy more regalia items after the rally. The Committee acknowledged this as ongoing Club expenses.

## General Business

- a. **Magazine Survey.** The advised the magazine survey initiated by members at the last AGM had been conducted and results published in the magazine and also in the Members Only page on the AAR web. The recommendation from the survey, as agreed by the Committee out-of-session, is to retain the current hard copy and method of distribution.

b. **Interest for 2017 Rally.** An advertisement has been placed on the AAR web site calling for expressions of interest for hosting the 2017 rally. The invitation will be extended to members at the AGM. The Committee discussed options in the event that no member volunteers to host a rally in the future (2017 and beyond). These options covered:

- (I) Holding the rally with another Club's rally, where that club is prepared to accommodate the AAR's requirements. This would involve private arrangements made by the AAR to hold the AGM after one of the rides.
- (II) Changing the rally to a biennial event, with alternate years holding the AGM at a suitable venue to attract enough members to form a quorum and over the course of the weekend hold smaller ad-hoc rides but with no trophies and no formalised meals.

The Committee agreed that these options will be open for out-of-session consideration in the event that no member volunteers to host the 2017 rally.

**Time & Venue for 2015 AGM.** John Hammond advised that the 2015 AGM will be held in the Camp Kitchen at 4:30 PM.

**Close:** The President closed the Meeting at 11:45. The next Committee meeting will be held on Friday afternoon or evening of the 2016 Rally at Bathurst NSW, location and timing to be advised by the Secretary when known.

*Colin J Hill*

Secretary  
28 March 2015

President  
28 March 2015

**Annex A:** Statement of Income and Expenditure

**AAR TREASURER'S REPORT 2014 - COMMITTEE MEETING  
AAR TREASURER'S REPORT - 2015 AGM**

**Report on 2014 Finances:**

The Incorporated Associations Act 2012 (Victoria) and its implementing Regulations requires our finance records to be maintained and validated by at least two members of the Committee, and for a Finance Statement showing income and expenditure be presented to members at an AGM. Compliance with this requirement has been met through maintaining records of income and expenses and the Secretary cross checking these with Internet banking records. Although bank statements each year can vary with starting and end dates, the Club's financial year, as recorded by Consumer Affairs Victoria, runs from 1 January to 31 December for which the Financial Statement presented to members at this AGM captures all income and expenses for that period. This statement shows the Club began the year with \$19,007.19 in its bank account and closed the year with \$20,250.14. More detailed information on income and expenditure can be made available to members on request. I move that members accept the Financial Statement as presented, which will form part of the Club's annual return to Consumer Affairs Victoria.

**Setting Fees for 2016:**

The implementing Regulations of the Incorporated Associations Act also require setting of fees for the following year to be addressed at the AGM. As the current balance of accounts shows a small profit for 2014, there is no urgency for membership fees to be increased and can remain at \$30 when joining the Club between now and the next AGM and \$20 for renewing membership in 2016. Overall running costs and magazine costs may rise between now and the next AGM and there is a need to maintain a close vigilance on these expenses to ensure that if fees need to increase in the future, members can be advised in advance of the AGM.

Barry Deeth  
Treasurer  
Member 209

**Attachments:**

1. Financial Statement of Accounts for 2014

## Financial Statement of Accounts 2014

<b>AAR FINANCIAL STATEMENT OF ACCOUNTS &amp; PHYSICAL ASSETS FY 2014</b>			
Statement covers 1 Jan 14 - 31 Dec 14			
<b>Income</b>		<b>Expenditure</b>	
Membership Fees	\$ 6,290.00	Magazine Printing & Publishing	\$ 4,423.55
Regalia		Business & Administration	
Postage	\$ 25.50	Printer Ink	\$ 98.00
Polo Shirts, Vests & Caps	\$ 565.00	Web Site Hosting	\$ 167.40
Cloth & Domed Badges	\$ 31.00	Envelopes	\$ 10.00
Posters	\$ 60.00	Card Laminates/Paper	\$ 30.00
Regalia Sub-Total →	\$ 681.50	Postage/Stamps	\$ 212.40
Archives		A4 Paper	\$ 5.50
Postage	\$ 1.00	Annual Return Fee	\$ 51.40
USBs	\$ 50.00	Liability Insurance/Affiliation	\$ 135.00
Archives Sub-Total →	\$ 51.00	Printer Repairs	\$ 77.29
Rally		Business Sub-Total →	\$ 786.99
Sponsorship	Nil	Regalia	
Other (Highfields rally)	\$ 34.25	Polo Shirts	\$ -
2014 Rally Return	\$ 1,153.20	Caps + badges	\$ -
Rally Sub-Total →	\$ 1,187.45	Admin/Swap Meet	\$ 130.88
Bank Interest/Adjustments	\$ 1.42	Regalia Sub-Total →	\$ 130.88
Advertising	\$ 100.00	Rally	
Other (Polish kit commission)	\$ 10.00	Advance to 2015 Rally	\$ 700.00
Total Income	\$ 8,321.37	Supporters' Bus 2014	\$ 1,000.00
		2014 Rally Permit	\$ 90.00
		Rally Sub-Total →	\$ 1,790.00
		Total Expenditure	\$ 7,131.42
Cash Book:			
Opening Balance	\$ 19,007.19	Physical Assets	Estimated Value
Total Income	\$ 8,374.37	(Depreciated) PA System	\$ 750.00
Total Expenses	\$ 7,131.42	(Depreciated) Card Laminator	\$ 15.00
Closing Balance	\$ 20,250.14	(Depreciated) 2 x Computers System	\$ 2,000.00
		(Resale) Polo Shirts & Caps	\$ 1,635.00
		(Resale) Ariel Posters + post	\$ 80.00
		(Resale) Badges (Cloth & Dom)	\$ 225.00
		(Resale) Hi-Viz Vests	\$ 900.00
		(Resale) Archives Media	\$ -
		Total	\$ 5,605.00
		Cash/Negotiable Assets Held (at 31 Dec 14)	
		Archivist	Nil
		Regalia Officer*	Nil
		Secretary**	\$ 28.00
		Treasurer	Nil
		Total	\$ 35.00
		* AustPost satchels	
		**40 x \$0.70 postage stamps	
		<b>Total Assets Value</b>	<b>\$ 25,890.14</b>