

**Sandgroper Caravanners Inc.**  
**Minutes of the 23<sup>rd</sup> Annual General Meeting**  
**held at Bindoon Oval**  
**Saturday 11<sup>th</sup> September 2021 at 1pm**



**PRESIDENT TO OPEN THE MEETING**

The President, Helen Bizzill, opened the meeting at 1:06pm and welcomed everyone to the 23<sup>rd</sup> AGM and Bindoon

**ATTENDANCE, APOLOGIES AND PROXIES**

There were 35 members and nil visitors in attendance and 10 apologies with Attendance List attached.

Helen advised that we had received Proxies from Ron Mitchell, allowing Lyn Mitchell to vote on his behalf and Proxies from Chris Back, Linda Back, Colin Haig & Linda Haig allowing Dianne Young to vote on their behalf.

**MINUTES OF 2020 ANNUAL GENERAL MEETING**

Though not identified on the agenda, the minutes of the 2020 Annual General Meeting held at Experience Lancelin Holiday Park on Saturday 19<sup>th</sup> September 2020 were distributed to all members on 22<sup>nd</sup> September 2020 and again on 14<sup>th</sup> August 2021.

Helen Bizzill asked if all members had received and read the minutes, they had, it was not necessary to read them out. They were approved as correct.

Helen asked if there were any matters arising. There were none.

Moved Roy Lundy, seconded, Lyn Kirby that the 2020 AGM Minutes be accepted as a true record.  
Carried

**REPORTS**

**President's Report**

The President's Report prepared by Helen Bizzill, had previously been distributed to all Members on 14<sup>th</sup> August 2021.

Helen asked if there were any matters arising. There were none.

Moved Glenda Olesen, seconded, Ronnie Adams, that the President's Report be accepted. Carried.

### **Treasurer's Report including Financial Review Report**

The Treasurer's Report prepared by Sharon Burge, had previously been distributed to all Members on 14<sup>th</sup> August 2021.

Sharon Burge advised that our current bank balance is \$1,200.00

Helen then asked if there any matters arising. There were none.

Moved Beth Moore, seconded, Di Ashford, that the Treasurer's Report be accepted. Carried

### **Rally Coordinator's Report**

The Rally Coordinator's Report prepared by Brian Bizzill, had previously been distributed to all Members on 14<sup>th</sup> August 2021.

Helen then asked if there any matters arising. There were none.

Moved Lyn Mitchell, seconded Barry Jordan, that the Rally Coordinator's Report be accepted. Carried.

### **Membership Secretary's Report**

The Membership Secretary's Report prepared by Ian Moore, had previously been distributed to all members on 14<sup>th</sup> August 2021

Helen then asked if there were any further matters arising. There were none.

Helen Bizzill advised that David & Paula Hiscock were due to return from their leave of absence. Helen Bizzill said that Paula Hiscock was in the process of purchasing a camper and would remain a member of the Club. David Hiscock has resigned from the Club, and he thanked members for their friendship over the years.

Moved Glenda Olesen, seconded Di Ashford, that the Membership Secretary's report be accepted.

## **ELECTION OF MANAGEMENT COMMITTEE**

### **President**

A formal nomination has been received from Brian Bizzill proposing that Helen Bizzill be elected as President. There being no further nominations, Helen Bizzill, was duly elected.

Helen Bizzill reminded members that recently our By-law had been changed so that the Management Committee would consist of the Executive Committee and a minimum of 3 and a maximum of 5 elected Committee members. Helen said that this year we had 3 nominations for Committee.

Graham Kent then commented on what a tremendous job Helen Bizzill had done over the past year as Club President. Graham said he believes that Helen's great work will continue on into the future and maybe even better. All members agreed and thanked Helen for her contribution.

**Vice President**

A formal nomination has been received from Helen Bizzill proposing that Cheryl Kent be elected as Vice President. There being no further nominations, Cheryl Kent, was duly elected.

**Club Secretary**

No formal nomination has been received.

Helen Bizzill then read out the following:

As many of you are aware, Dianne Young served as the Club's Secretary for a period of three consecutive years up until the AGM in September 2020. At that meeting no formal nomination was received for the position of Secretary, and, as minuted, the committee had 14 days to select a secretary. Dianne advised that she would be happy to stand in for the position until advised of a new Secretary. No new official Secretary was appointed during that year, Dianne was not elected to the Committee and simply attended to any necessary secretarial duties during the 2020/2021 year on a voluntary basis.

As no nomination has been received for the position of Secretary for this year, and as Dianne was not an elected member of the committee for the past twelve months, I would like to officially nominate Dianne for the position of Secretary, noting that this would be a fresh appointment for one year with the annual opportunity for her to serve up to the maximum term of three years as per Association By-law 5.1.4.

I am sure you will all agree that Dianne has performed her role as Secretary over that period in an exemplary fashion. During that time the Club adopted the new Model Rules and Association By-laws, and Dianne was an important part of that process and has developed a comprehensive understanding of the new rules. Therefore, I am seeking approval from all Club members to accept the nomination of Dianne Young as Secretary. Could I please have a show of hands of all those in favour.

The vote was unanimous, all Club members were in favour of Dianne Young being elected as Club Secretary. Helen Bizzill then asked Dianne Young if she would accept the position and Dianne Young said that she was happy to accept the position.

There being no further nominations, Dianne Young, was duly elected.

**Treasurer**

Helen Bizzill advised that a formal nomination has been received from Dianne Young proposing that Linda Haig be elected as Treasurer. As Linda was reluctant to take on the position, Sharon Burge offered to continue in the roll for another year. Linda is happy with this decision and will consider the position next year.

A formal nomination has been received from Dianne Young proposing that Sharon Burge be elected as Treasurer. There being no further nominations, Sharon Burge, was duly elected.

### **Membership Secretary**

A formal nomination has been received from Dianne Young proposing that Ian Moore be elected as Membership Secretary. There being no further nominations, Ian Moore, was duly elected.

### **Committee positions**

Helen Bizzill advised that the following had submitted nominations for committee positions,

Chris Back, proposed, Linda Back

Lyn Mitchell, proposed, Ron Mitchell

### **Rally Coordinator**

This is a non-committee position and Brian Bizzill has agreed to continue in this role.

Helen Bizzill asked if there were any nominations from the floor. There being no further nominations, the above were all duly elected.

Helen thanked the outgoing Committee for their contributions over the past year and in particular, Roy Lundy for all his years of service including positions as, President, Vice President, Secretary, Acting President and Committee member. Also, a big thank you to Cindy Jordan, Helen Schell, and Alan Kirby.

Helen Bizzill then invited new members of the Committee to join the Committee members that were staying on.

Helen Bizzill then welcomed the new committee and said she looked forward to working with them for the next year.

## **FEES**

### **Annual Subscription**

Helen Bizzill advised that the committee proposed that there be no increase in our annual subscription. It would remain at \$75 per annum plus a \$10 voluntary payment to RFDS.

### **Nomination fee**

Helen Bizzill advised that the committee proposed that the Nomination Fee be increased from \$40 to \$50. Helen said that badges were now \$20 each and each member received a folder and club information.

Moved Roy Lundy, seconded, Lyn Kirby, that the Nomination Fees be increased. Carried.

### **Special purpose fees**

Helen Bizzill advised that we did not need a Special Purpose Fee.

### **Associate Membership**

Helen Bizzill advised that the committee proposed that there be no increase in our Associate Membership. It would remain at \$10 per person.

## CONSIDERATION OF PROPOSED AMENDMENTS TO MODEL RULES UNDER WHICH PROPER NOTICE HAS BEEN GIVEN

None

## ANY OTHER BUSINESS FOR WHICH NOTICE OF MOTION HAS BEEN GIVEN

### Notice of Motion from the Executive Committee

A Notice of Motion was received from the Executive Committee, it was attached to the agenda and distributed to all members on 14<sup>th</sup> August 2021.

A copy of the Notice of Motion is attached to these Minutes, page 9.

Helen Bizzill explained to members that the current By-law allows us to change our Limit on Membership at an **Annual General Meeting** only and the Executive Committee proposes that we change the By-law to read, **Annual General Meeting or a General Meeting**. Helen explained that either way, it was a gathering of members to decide on what would be the correct number of members for the Club at the time.

Ronnie Adams asked if it was a General Meeting, or a Special General Meeting and Helen Bizzill advised that it was a General Meeting.

Helen read out the proposed amendment and background as distributed and then asked for a show of hands to those in favour of the amendment.

One member abstained, and all other members, including Proxies, were in favour of the amendment.

Moved, Executive Committee, seconded, Members, that the Notice of Motion to change By-law No.1, Limit on Membership be accepted. Carried.

### Notice of Motion from Chris Young

A Notice of Motion was received from Chris Young, it was attached to the agenda and distributed to all members on 14<sup>th</sup> August 2021.

A copy of the Notice of Motion is attached to these Minutes, page 10.

Helen Bizzill said that Chris Young has Proposed a Motion to change By-law No. 1 Limit on Membership, he would like to change the Limit on Caravans from **forty (40) to thirty (30)**. Helen read the background from Chris's Motion and said that our membership has been suspended from about March or April this year as we were having trouble coping with the large numbers on rallies. At the time when our membership was suspended the visitors that were currently attending rallies have now all joined the Club as members.

After a discussion from the floor Helen asked for a show of hands to those in favour of the amendment.

31 members, including Proxies, were in favour of the amendment, our new limit on members will be thirty (30) caravans.

Moved, Chris Young, seconded, Members, that the Notice of Motion to change By-law No. 1 Limit on Membership be accepted. Carried.

Helen Bizzill reminded members that if we need to change this number in the future it can be done at a General Meeting or AGM.

### **Notice of Motion from Brian Bizzill**

A Notice of Motion was received from Brian Bizzill on 7<sup>th</sup> September 2021 advising that he would be moving his motion from the floor at the AGM. The Notice of Motion was distributed to all members on 7<sup>th</sup> September 2021 for them to consider prior to the AGM.

A copy of the Notice of Motion is attached to these Minutes, page 11.

Helen advised that Brian Bizzill had Proposed a Motion to change By-law No. 2.1 Members Attendance Requirement. Helen Bizzill read out the Current By-law 2.1 and advised that Brian Bizzill would like to change the number of rallies that Members are required to attend from **three (3) to four (4) each year**. Helen Bizzill then read out the background of the Proposed Motion.

Jacque Adams asked what would happen if COVID stopped the Club from attending rallies, Roy Lundy said that for those with their name on the list, it would count as a rally. Helen Bizzill said it would be up to the Committee.

Helen Bizzill asked for a show of hands to those in favour of the amendment.

34 members, including Proxies, were in favour of the amendment, Members will now be required to attend four (4) rallies per year instead of three (3).

Moved, Brian Bizzill, seconded, Members, that the Notice of Motion to change By-law No. 2.1 Members Attendance Requirement be accepted. Carried

### **CONFIRMATION OF BANK SIGNATORIES**

It was confirmed that any two of the President, Helen Bizzill, Vice President, Cheryl Kent, Secretary, Dianne Young, and Treasurer, Sharon Burge, be the authorised signatories on the Club's bank accounts.

### **GENERAL BUSINESS**

Roy Lundy said that he believes we need to nominate a Property Officer. Alan Kirby has resigned from the Committee but confirmed that he would be happy to remain the Property Officer for the Club and continue to update of the Asset Register.

Helen Bizzill asked Maureen Lundy if she would like to continue in the roll of Merchandise Officer. Maureen Lundy said she would be happy to continue in this roll. Maureen advised that she had some donated items available to purchase including some of the royal blue jackets. Maureen said that she needed to check if the royal blue jackets are still available to be purchased.

Ronnie Adams asked if we should change our jackets as they are not easily available. Maureen said that we need readily available items and maybe we should source something very similar. Maureen said that we really need to be able to purchase items off the rack, they would be much cheaper. Roy Lundy would like to see the navy blue fleecy as part of the uniform. Helen Bizzill would like our jackets to remain as part of our dress uniform. New members can speak to Maureen if they would like to purchase any items.

Brian Bizzill said that we should think seriously about registering for next year's rallies and to get your name on the list if you plan on going and especially our February and March rallies. Brian said that these are very busy months, and we won't be the only Club going to these caravan parks. Brian said that parks are currently very busy and there is a lot more caravans on the road.

Helen Bizzill asked that when registering for a rally, please consider being a Venue Officer and to register on the website. If there are 2 vans hosting the rally, we can now record it on our website. Thelma Forbes said she thinks it is better to have 2 Venue Officers Hosting.

Helen Bizzill reminded Members that we are living with COVID and being vaccinated is important and please consider that when we gather at rallies we are often in small spaces.

Our caravan prize stock is low. If Members could please purchase one gift per year to the value of between \$10 - \$20.

Helen Schell asked Members to please consider downloading the St John First Responder app. You can add your profile including ICE numbers. There is also a section for seniors, where is the toilet.

**CLOSURE**

There being no further business the President closed the meeting at 2:07pm.

SIGNED:

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President

.....  
Secretary

.....  
Date

.....  
Date

**ATTACHMENTS**

Attendance List, President's Report, Treasurer's Reports including, Financial Review, Profit & Loss Statement & Balance Sheet, Membership Secretary's Report, Rally Coordinator's Report, Notice of Motion from Executive Committee, Notice of Motion from Chris Young, Notice of Motion from Brian Bizzill, Proxy from Ron Mitchell, Chris Back, Linda Back, Colin Haig and Linda Haig, Asset List & Nomination Forms.



## NOTICE OF MOTION FROM EXECUTIVE COMMITTEE

The Executive Committee would like to amend the Association By-Laws No. 1, Limit on Membership (Caravans).

*The current By-Law reads.*

### 1. LIMIT ON MEMBERSHIP (Caravans)

The number of members of the Association shall be such that the number of associated caravans does not exceed forty (40) caravans. This limit may be varied by resolution of a simple majority of members present and voting at an Annual General Meeting provided that notice of motion to effect such a variation has been given and that no financial member desirous of continuing as a member is prevented from so doing as a result of any reduction in the limit.

When a membership vacancy occurs the Management Committee may take whatever action it deems appropriate to recruit new members to restore membership up to the prevailing limit.

#### **The motion:**

Under Association Model Rules and Guidelines, Part 8, No 64, (1) the Executive Committee puts forward a motion to all members to adopt.

### **MOTION:**

#### 1. LIMIT ON MEMBERSHIP (Caravans)

The number of members of the Association shall be such that the number of associated caravans does not exceed forty (40) caravans. This limit may be varied by resolution of a simple majority of members present and voting at an **Annual General Meeting or a General Meeting** provided that notice of motion to effect such a variation has been given and that no financial member desirous of continuing as a member is prevented from so doing as a result of any reduction in the limit.

When a membership vacancy occurs the Management Committee may take whatever action it deems appropriate to recruit new members to restore membership up to the prevailing limit.

#### **Background:**

Change the wording from "Annual General Meeting" to "**Annual General Meeting or a General Meeting**"

Annual General Meeting restricts the Club to adjust member numbers annually only. The Executive Committee believes that this action should be allowed to be amended when and if necessary, by Club members at either an Annual General Meeting or a General Meeting.

## NOTICE OF MOTION FROM CHRIS YOUNG

To: Sandgroper Club Members

From: Chris Young

Date: 9<sup>th</sup> August 2021

Subject: Proposed motion for 2021 AGM

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Sandgroppers currently have 29 very active members which is great.

Our Club is functioning extremely well including our winter rallies which have been averaging 13 vans. Our summer rallies are now having up to 22 vans attend.

Under our current By-law we are required to have up to 40 vans in the Club and in my opinion this figure is too high.

I would like to propose a motion that we amend ***our Association By-laws No.1, Limit on Membership (Caravans)*** to a limit on vans to not exceed thirty (30) caravans. If in the future, we need to change this number it is important to know that it can be changed at any future AGM.

### ***The current By-Law reads:***

#### **1. LIMIT ON MEMBERSHIP (Caravans)**

The number of members of the Association shall be such that the number of associated caravans does not exceed ***forty (40)*** caravans. This limit may be varied by resolution of a simple majority of members present and voting at an Annual General Meeting provided that notice of motion to effect such a variation has been given and that no financial member desirous of continuing as a member is prevented from so doing as a result of any reduction in the limit.

When a membership vacancy occurs the Management Committee may take whatever action it deems appropriate to recruit new members to restore membership up to the prevailing limit.

### ***Notice of motion:***

I, Chris Young, move a motion that we limit the number of caravans in the Club to not exceed thirty (30) caravans. I therefore wish to change the wording in the above paragraph from forty (40) to thirty (30).

## NOTICE OF MOTION FROM BRIAN BIZZILL

### MOTION TO AMEND BY-LAW 2.1 – MEMBERS ATTENDANCE REQUIREMENT

#### The current By-law reads:

Members are required to attend a minimum of three (3) Association rallies each year. For the purpose of this provision, attendance at an Association rally means bringing a Caravan to the rally site and staying for at least one night or spending at least one night at the rally site in alternative accommodation. Where a member fails to achieve this minimum attendance requirement the Management Committee may at its discretion, deem that Membership to have lapsed and that as a result a membership vacancy has occurred.

In case of Associate Members item 2.1 does not apply.

#### I, Brian Bizzill, move a motion that By-law 2.1 be amended as follows:

Members are required to attend a minimum of **four (4)** Association rallies each year. For the purpose of this provision, attendance at an Association rally means bringing a Caravan to the rally site and staying for at least one night or spending at least one night at the rally site in alternative accommodation. Where a member fails to achieve this minimum attendance requirement the Management Committee may at its discretion, deem that Membership to have lapsed and that as a result a membership vacancy has occurred.

In case of Associate Members item 2.1 does not apply.

#### Background:

It is proposed that the current membership level of the Club be reduced to 30 caravans. If existing members are only attending three rallies per year, they are not fully participating in the Club activities. That membership space could be occupied by someone who is able to participate more fully in the Club. As we now have 11 rallies each year, I believe that a minimum of 4 rallies should be easily achievable by most members. Of course, members may apply for a leave of absence due to illness or travel where necessary, in which case the requirement to attend four rallies in each calendar year would not be applied.