



44th Annual General Meeting Minutes

Location: Zoom Meeting
Date: Tuesday, 2nd March, 2021
Time: 10.00 am

1. Welcome

The President opened the meeting by welcoming all members present.

2. Apologies for Absence

Three apologies had been received.

3. Minutes of Annual General Meeting held on 3rd March 2020

Unanimously agreed without amendment following a proposal by Ken Heap; seconded by Richard Smith.

4. Matters Arising

The President identified 3 items (see *appendix 1*) within the previous minutes that had yet to be actioned by the committee and proposed that these be carried forward for consideration once face-to-face meetings could resume. The proposal was seconded by Brian Hollowell and unanimously agreed.

5. Treasurer's Report (*Appendices 2 & 3*)

Graham Newton emphasised that the annual accounts for the year-ending December 31st, 2020, would be audited as soon as Covid restrictions allowed and would then be presented at a future meeting for approval by members.

6. Subscription & Fees

The annual subscription for new members is based upon the time of year they join, with the fee reducing in steps as the year progresses. (See *appendix 4*.) Graham Newton proposed a similar scale be used this year for all members, such that the fee levied is linked to the date when the Club resumes meetings at the Harbour Hotel. The proposal was seconded by Cliff Putterford and unanimously agreed.

7. President's Report

Maurice Dowling's report on his year as President is attached (*appendix 5*).

8. Change of President

Maurice Dowling handed over the presidency to Keith Puttick.

9. Election of Officers and Committee for 2021

Following a proposal by Keith Puttick, seconded by Maurice Dowling, the officers listed in *appendix 6* were unanimously elected “en bloc”.

Les Denmead has kindly agreed to act as Club Steward for a further year.

10. Appointment of Independent Examiner

It was confirmed that David Howell was prepared to serve a further term as Independent Examiner. David’s reappointment was proposed by Graham Newton, seconded by James Robertson, and agreed unanimously.

15. Any Other Business

Cliff Putterford informed the meeting that he had been in contact with the Harbour Hotel and that they advised that we should be able to recommence our meetings with effect from Tuesday, 5th July.

Andrew Harris queried whether membership levels would be maintained once the club resumed its meetings as people had found other things to do with their time during lockdown. He asked that the committee reconsider whether to utilise Zoom for monthly presentations to members in order to maintain contact. Andrew pointed out that after some initial reticence, a significant proportion of the membership of Boscombe and Southbourne Probus Club had successfully attended regular meetings in this way.

Andrew also asked the committee to consider re-commencing social events as early as May, rather than wait for the July meeting, as Government guidelines are likely to allow for outdoor meetings of up to 30 persons at this time.

Richard Smith wished to record his gratitude to Brian Hollowell for Brian’s help and guidance whilst the two have been working together as Social Secretaries. The meeting echoed Richard’s comments and thanked Brian for his excellent work on behalf of the club, over the past three years.

16. President’s Closing Remarks

Keith Puttick closed the meeting, thanking the 21 members present for their attendance via Zoom. A copy of Keith’s speech is attached as *appendix 7*.

Appendix 1

Matters Arising – Action Items from 2020 AGM

1. Raffles

David Marshall queried the fact that the club no longer appeared to be holding raffles.

Graham Newton responded that his report was referring to fund-raising i.e. the deliberate policy of charging more for an event than it cost, in order to raise funds.

The club would continue to occasionally hold raffles but would no longer use club funds to buy prizes as this was not appropriate. Raffles would, in future, be self-financed from the sale of raffle tickets and prizes would be bought for the raffle, rather than members' being called upon to donate.

David Marshall asked the Committee to re-consider the issue, as money raised in raffles had previously been used to buy flowers for the President's wife, or gifts for the ladies, which was a lovely tradition that now appeared to have been halted. The Committee agreed to give the matter further thought.

2. Mentors

David Marshall asked that the Committee consider the introduction of mentors to assist new members with integrating into the club. The President agreed to put this idea before the Committee for consideration.

3. Proposals for AGM

Ron Loveless proposed that the Committee introduce a rule whereby any proposals to be put before the AGM must be received by the Committee 14 days before the date of the meeting. This was seconded by John Reid.

Graham Newton stated that proposal needed to be reviewed in Committee, before adoption, as there were numerous practical concerns not least of which would be the need to issue all AGM papers earlier, which may not be possible. He therefore proposed that the matter be taken out of the AGM. Colin Dobson seconded the Proposal. The vote was carried unanimously.

The President agreed to take the proposal to Committee for consideration, in order to work through the practical implications of adopting such a procedure.

Appendix 2

Treasurer's Annual (Interim) Report

The Covid-19 pandemic continues to interfere with how things used to be done. Because of the lockdown the Independent Examiner for our accounts and I have not been able to meet for a hand over of the accounts. I have produced the annual accounts for 2020 in the usual format for you to look at and ask questions about, but they will not be offered to the club for approval until after the independent examination.

Once again, our end of year balance is reduced, but that is because we have had to pay a deposit of £10.00 a head for the Christmas lunch at the Miramar Hotel (based on earlier years we have gone for attendance at or about 80 so have had to pay out £800). You may remember that the President's Lunch in 2020 was at the Dudsbury Golf Club restaurant and for that we had to pay a deposit of £400. We have not had to do so yet for this year as our preferred venue is not yet taking bookings. I mention this because it is one of the reasons I am proposing that we try to maintain our end/beginning of year fund level where it is now (£2,500 - £2,750)

You will notice that both our 3 lunch meetings and our 2 social events in 2020 near enough broke even, which is what I like them to do (We only hit losses with the lunches when we have a run of prospective new members attending to whom we offer a free lunch). We do not yet know the charge per head we will have to pay when we return to the Harbour Hotel, but it was due to increase last June and that may well still be the case – we hope that the hotel will not ask for a further increase above that figure. When we know, we will advise you and recommend the contribution we each need to make for a meal and meeting to keep the Club's finances in good order. We will continue to base our charges for social events, when we can start them, so that they cover the events without making a profit.

Our only other regular source of income is the annual subscription. This has to cover all our administrative and other expenses, including insurance, the website, postage and printing. The committee realizes that we have all paid a full subscription for 2020-2021 but have got very little back for that. We have tried to balance the little that the club was able to provide in a year when a full subscription was collected against the need to keep our Club finances on a sound footing in the current year.

THE PROBUS CLUB OF CHRISTCHURCH

When a new member comes along, we have an agreed level of annual subscription based on the time of year they join:

April – June	£25.00,
July – September	£20.00,
October – December	£15.00,
January	£10.00,
February & March	no fee

We are proposing to use this scale as the basis for our annual subscription so it is linked to the date when the Club can resume its life and meet again at the Harbour Hotel. We propose that:

Meetings resume April - September	annual subscription	£20.00
Meetings resume October – December	“ “	£15.00
Meetings resume January – March	“ “	£10.00

(Please do not make your subscription donation now. Please wait until we know when the date of our first meeting will be – I will write to you confirming the subscription and the monthly meeting fee and asking you to pay).

Graham Newton
Hon, Treasurer

5th February 2021

THE PROBUS CLUB OF CHRISTCHURCH

Appendix 3

Unaudited Annual Accounts - 2020

	<u>2020</u>	<u>2019</u>
<u>Income</u>		
Subscriptions & joining fees etc	1247	1633
Lunches	2563	13283
Ties & Badges	-	97
Social events	606	5651
Presidents Lunch	2196	1888
Club Weekend	1410	7700
In advance following year Lunches	44	198
In advance following year Social events	-	142
In Memoriam (Fay)	470	-
Donation	11	-
TOTAL	8547	30592
<u>Expenditure</u>		
Ties & Badges	-	218
Administration	476	438
Website	82	608
Lunches	2607	13621
President's Lunch	1983	1932
President's Lunch next year (deposit)	-	400
Christmas Lunch next year (deposit)	800	-
Insurance	86	70
Social Events	745	5985
Club Weekend	1410	7619
In memoriam Fay, Richardson, Arnold-Jenkins	550	-
TOTAL	8739	30891
Deficit/Surplus for the year	-192	-299
Balance B/F from previous year	2926	3225
Balance C/F to following year	2733	2926
Deficit/Surplus for the year	-193	-299
<u>Represented by</u>		
Bank Account	2706	2899
Cash in hand	27	27
TOTAL	2733	2926

Appendix 4

Current Subscription & Fees, as from September 2019

- Joining Fee £15.00
- Existing Member Annual Subscription Fee £25.00
- New Member Annual Subscription Fee
Dependent upon date of induction, as follows:
 - April, May, June £25.00
 - July, August, September £20.00
 - October, November, December £15.00
 - January £10.00
 - February and March £0 (no fee)
- Attendance at Meeting only £5.00
- Lunch Fee £22.00

Proposed Subscription & Fees for 2021-22

- Joining Fee £15.00
- Existing Member Annual Subscription Fee
Dependent upon date club meetings recommence, as follows:
 - April through to September £20.00
 - October, November, December £15.00
 - January, February, March £10.00
- New Member Annual Subscription Fee
Dependent upon date of induction, as follows:
 - April, May, June £25.00
 - July, August, September £20.00
 - October, November, December £15.00
 - January £10.00
 - February and March £0 (no fee)
- Attendance at Meeting only £5.00
- Lunch Fee £22.00

Appendix 5

Presidents Report 2020/21

My year in office began at the March 2020 AGM which is the only meeting I presided over. I now hope most of you have had your Covid vaccination and are feeling a lot safer. We can now look forward and forget 2020 altogether.

The committee and I have had a very unusual year as I am sure you have as well. We have endeavoured to do our best under these difficult circumstances.

The committee had six virtual committee meetings using zoom during the year (June, August, September, October, December and February).

In April we had our first quiz, General Knowledge and Probus Hidden Gem quiz supplied by Cliff Putterford followed in May with a Diltoid quiz supplied by Richard Smith. June, July and August were Famous people quizzes supplied by Robin Haggett. September, we had a Which Tree quiz supplied by Richard Smith. In October Robin Haggett supplied another famous people quiz followed by Underground stations quiz in November. The Christmas quiz was of carols and Christmas songs again supplied by Robin Haggett. The New Year quiz was Dingbats supplied by Richard Smith who also organized a Photographic competition on the theme of winter; all the entries can be seen on the website.

I would like to thank James Robertson for producing four newsletters in June, August, October and December which have kept all members informed and entertained.

Our first "event" of the year was in July a Virtual Talk using Zoom. Speaker Steve Roberts, Subject: Fact or Fiction Mr. Selfridge. In August "Picnic in the Forest" - Bolderwood Deer Sanctuary, September "Picnic in the Forest" #2 Wilverley Plain, October Journey of Discovery in your car and in December Christchurch Walking quiz.

We also had a Golf Competition. Brian Hollowell thrashed everyone by seven points in October.

The Probus Ladies managed four lunches between the lockdowns and I would like to say thank you to Rosemary Warren for organizing them.

Over my year as President we have had four deaths; Mike Fay, Jim Cloggie who was a member to 2018, Don Richardson and Ian Arnold Jenkins all well respected members who will be sadly missed.

We also had the resignation of Frank House who is moving location to be closer to family.

THE PROBUS CLUB OF CHRISTCHURCH

I must thank those standing down from the committee this year; our previous past president Ken Heap and Brian Hollowell one of our social secretaries are off to the back benches for a well-earned rest.

Our social secretaries Brian and Richard who worked very hard to have a full calendar of events and social activities before the lockdown, we hope these can be revitalized in 2021/2022.

I also want to thank Roy for his hard work over the year who has kept our website fresh and relevant.

I would also like to thank all of the committee members as due to the pandemic we were all out of our comfort zone throughout the whole year.

My last thank you to Robin Haggett who has supplied most of the quizzes every month and kept the entertainment page of the website full with his jokes and antidotes.

We end my year in a very healthy position in both financial and membership numbers with 52 members including 3 life members. We hope to welcome new members who have been on our waiting list to be able to join us this year.

It only remains for me to thank everyone who has in any way helped me throughout this year and wish Keith and Maggie every success for the forthcoming year.

Maurice Dowling
President 2020/2021

Membership last AGM: - 51 Active + 6 Life = 57
Membership this AGM: - 49 Active + 3 Life = 52

Appendix 6

Election of Officers and Committee 2021-22

The following members are standing for election:

Vice President	Richard Porter
Secretary	David Dunsmore
Treasurer	Graham Newton
Social Secretary	Richard Smith
Social Secretary	Keith Rutherford
Programme Secretary	Robin Haggett
Dining Secretary	Cliff Putterford
Press and Media Secretary	James Robertson
Webmaster	Roy Townshend
Welfare Officer & Asst. Webmaster	Maurice Dowling

(NB: Les Denmead has kindly volunteered to act as the Club Steward.)

7.	Constitution
7a	There shall be a President, Vice-President, Hon. Secretary, Hon Treasurer, up to two Hon. Social Secretaries, Hon. Dining Secretary, Honorary Webmaster, and Hon. Programme Secretary and the affairs of the Club shall be managed by a Committee of these Officers and one other, all except the President to be elected at the Annual General Meeting. In addition, there shall be one Ex-officio Committee Member as provided in 7c below. The committee will have the power to appoint other members for specific roles as and when the needs of the club dictate.
7b	The Vice-President shall automatically become President for the following year.
7c	The President shall automatically retire from office on completion of one year but he shall then become an ex-officio Committee Member for the following year.
7d	No Officer or Committee Member shall normally be eligible to serve for a consecutive period longer than three years but this provision shall not operate to prevent any Member of the Committee being nominated for the Office of Vice-President.

Appendix 7

President's Closing Remarks

I must start with a 'thank you' to our Immediate Past President, Maurice Dowling, who presided over what must be the most frustrating year ever for a President of this Club. However, along with his Committee, and in particular our Social Secretaries, we were kept involved and entertained via quizzes, picnics, a photographic competition, a car treasure hunt and regular Newsletters.

While my year in office starts in lockdown, I sincerely hope that by the end of my year, life will have returned to what we used to call 'normal', as opposed to 'new normal'! Our Dining Secretary is in regular contact with the Christchurch Harbour Hotel regarding their reopening plans, and our Social Secretaries are already working to secure dates and venues for our Christmas Lunch, President's Lunch and Weekend Away. We also plan to continue with the monthly quiz, Newsletters and anything else our Social Secretaries can dream up before we can meet normally again. To that end any ideas on how to keep members involved in the Club while we are not meeting would be welcomed.

My personal hopes for the year are that every Club member and their families remain healthy and that we can return to normal meetings in the not-too-distant future. My big wish for the year is for every member to enjoy your Probus Club.

I also want to thank all the members of this year's Committee for agreeing to stand for election and I look forward to working with them in doing the best we can on behalf of the Club and all its members.

"Enjoy Your Probus"

Keith Puttick
President