

MINUTES OF THE ANNUAL GENERAL MEETING OF THE INTERNATIONAL CLUB OF ESTEPONA HELD AT THE CLUBHOUSE ON THURSDAY 21 MARCH 2019

Membership was represented by 75 members present and 13 postal votes

Apologies were received from Sue Potter, Rob Potter, Martin Holmes, Cindy Holmes, John Murray and Carole Murray

Management Committee Present: Joan Thompson (Vice-President), Ted Lunniss (Treasurer), Margaret Whittley (Secretary), Julie Wood (Estepona), Brenda Taylor (Catering Manager), Diane Hackett (Housekeeper) Wilma Keeley (Welfare Officer), Sally Holloway (Retiring Committee Member - Publicity and Membership), Sheila Fox (Magazine Editor), Michael Dowling, Jaqui Parrick (Assistant Catering Manager)

AGENDA

- Presidents Welcome
- Minutes of the last AGM
- Matters arising from Minutes
- President 's Report
- Auditor 's Report
- Financial Report
- Bar Report
- Catering Report
- Maintenance Report
- Housekeeper 's Report
- Membership Fee for 2020
- Election
- AOB

VICE PRESIDENT 'S WELCOME

Joan Thompson welcomed members present and asked for all mobile phones to be switched off

MINUTES OF THE LAST AGM – The minutes were posted in the Club premises for the required 90 days during which time members were requested to read same.

MATTERS ARISING

Terry Smith (2008143) drew attention to inaccuracies relating to the printing of the magazine in colour where it was stated that everyone was in agreement but pointed out that this wasn 't the case (it should have stated that the majority were in agreement). Some people had been unhappy that the whole of the magazine was in colour therefore costing more money. The Minutes also stated that Advertisers liked to see their adverts in colour but Terry believed this wasn 't always the case. It was pointed out that the Committee had recently all been in agreement to leave it all in colour.

There being no other matters arising the Minutes were passed by Anne Hardwick (1990011)) and seconded by Patricia Carpenter (1995002).

PRESIDENT'S REPORT Sue Potter (2003012) is attached and was read by the Secretary on Sue's behalf

AUDITOR'S REPORT Doug Mitchell (2006152) is attached

FINANCIAL REPORT Ted Lunniss (2006117) is attached

Terry Smith (2008143) asked what was the difference between functions and events. The Treasurer replied functions take place outside the Club and events within.

Joe Thorley (2007096) enquired why there was a bank interest income of 237.42€ last year and only 1.82€ for this year. The Treasurer pointed out that all bank interest rates were now reduced.

Brian Woodward (1999113) asked if the total cost of the lift construction was a depreciating asset. The Treasurer replied that only the cabin is being depreciated over a five year period and not the shaft as this is a permanent fixture.

Proposed by Joe Thorley (2007096) and seconded by Ian Horwood (2019039)

BAR REPORT Rob Potter (2003011) is attached. And read by the Secretary on Rob's behalf

CATERING REPORT Brenda Taylor (2009047) is attached

MAINTENANCE REPORT Doug Mitchell (2006152) is attached

HOUSEKEEPER'S REPORT Diane Hackett (2013067) is attached and thanks were given by the Manager to members Vic and Margaret Loughran who had donated three new soap dispensers to the Club for use in the toilets

MEMBERSHIP FEES

Voting took place with the following results:

Increase by 5€ per annum	41
Increase by 10€ per annum	15
Remain the same	31

Therefore the fees for 2020 will be 35€ per annum

NOMINATION OF COMMITTEE POSITION

- Frances Horwood (2018034) had completed the appropriated nomination form by the due date and was sponsored by Stephanie Monahan (2006024).

Voting took place with the following results:

For	Against	Abstain
70	10	4

The remaining numbers were no votes

As Jacqueline Parrick (2018008) is already on the Committee and no-one came forward to stand against her as Catering Manager it was deemed unnecessary to take a vote

ANY OTHER BUSINESS

- Richard Wood (2000017) stated that problems with the microphones were very frustrating for the Members and asked if lithium batteries could be used or should we move to something else. The Maintenance Manager said that lithium batteries had been tried and showed no improvement and cost twice as much as ordinary ones. Rechargeable ones were suggested but Margaret Loughran (2006165) stated that they didn't last any longer than others. Brian Woodward (1999113) said that microphones had been changed regularly but the problems were due to "black spots" within the room. During the Meeting it was noted that having more than one microphone in use at a time aggravated the problem.
- Christina Woodward (1999114) commented that a check should be kept on people who were attending the Club on more than the three permitted occasions before joining and that it was against Club rules for non-members to purchase drinks from the Bar. Richard Wood (2000017) suggested a sign be put behind the bar to this effect., Doug Mitchell (2006152) stated it was not the responsibility of bar staff to check who were members.
- Anne Hardwick (1990011) requested that tables and chairs could be put back in their original places after use as a bottleneck was occurring near the table where lunches are served making it difficult to form a proper queue.
- Stephanie Monahan (2006024) requested that members could volunteer just occasionally to help with washing up/setting up of tables for functions etc which would be of a great help. She felt the onus fell on many of the same people time and again.
- Doug Mitchell (2006152) mentioned that it had been voted to have a new coffee machine. The Secretary passed on the President's comments that since a different brand of coffee had been in use they had had positive feedback and that a vote had been taken to replace with like for like. Doug refuted this. Fran Horwood (2018034) commented that the current machine is too old and not serving its purpose.
- The question of the magazine being printed in full colour was re-visited with the following comments being made:
 - ❖ Editor Sheila Fox (2014074) pointed out that part of last year's deficit was due to changing to full colour part way through the year and therefore a full year's revenue from Advertisers was not reflected. She added that the Committee had recently voted again to keep the whole magazine in colour and realised when the original decision was made in 2017 that costs would be increased by approximately 2000€ per annum but would listen to what the members wanted. The magazine was the only item in the Club which did not make a profit and this was because the printing is the only thing we cannot do ourselves. Only approximately 6 copies per month were left unused but it is a fine balance between how many are ordered and how many are thrown away - a few months we have run out of copies very early. Some members take several and distribute them amongst their friends or urbanisation/health centre.
 - ❖ Margaret Loughran (2006165) said that when prospective members came and were handed a copy it was thoroughly enjoyed.
 - ❖ Terry Smith (2008143) was not unhappy about the content or layout (as former Editor he appreciated how much work went into it) but the increase in membership fees would be swallowed up by the cost of the magazine losses.
 - ❖ As we now had Facebook would that not suffice in place of the magazine - not everyone used Facebook was the reply.
 - ❖ Richard Wood (2000017) said we could consider four editions per year to save money. He was disappointed that advertisers were not used more by members and felt that this was stopping some advertisers using the magazine.
 - ❖ Brian Woodward (1999113) suggested charging 1€ per copy to help costs but it was felt that the administration of this wasn't viable.
 - ❖ Debra Coleman (2004130) thought it was a great asset for the Club and stated that there would always be some items which did not make a profit, that it would be a mistake not to have it and we should accept its losses and use it as a marketing tool.
 - ❖ Joe Thorley(2007096) thought that it was fantastic for members to read and looked forward to it each time he comes over to Spain. He keeps old copies to give to others.
 - ❖ Pat Smith (2008142) said it was not a question of getting rid of the magazine but to reduce the colour content. Some coloured text was difficult to read and would be better in black and white.
 - ❖ The Vice President said it would be brought up again at the next Committee Meeting.

- Tony Winterton (2019003) thought 5€ was a sufficient increase in Membership Fees as we don't have any big losses.
- Audrey Jinks (2000033) felt that an increase could help lose membership especially with members who didn't spend all year here or only joined for limited activities.
- Jackie Simmonds (2000128) asked whether the increase was just for new members or for all. From 2020 the annual fees will be 35€ for existing members and 55€ for new members to include the initial administration fee.
- Richard Wood (2000017) wanted to know why an increase was necessary. It was pointed out that whilst we still had a reasonably healthy bank balance the increase would create a buffer for any unexpected major expenditures and eliminate the need to increase bar prices which were a good selling point for the Club.
- Joe Thorley (2007096) felt that increasing fees could lose members, staying the same would be a good selling point and bar prices remaining was good.
- Debra Coleman (2004130) felt we needed to look to the future market by keeping the Club as good as it is.

There being no other business the Meeting closed at 12.20pm

Signed _____

Date _____

President's Report for the AGM to be held Thursday 21st March 2019.

Welcome everyone to this AGM and apologies for not being able to attend. Thank you for taking the time to attend. Please make sure all mobile phones are switched off or onto silent. Now would be a good time to remember all those members who we have had to say our final goodbyes to.

As usual I would like to take this opportunity to thank the many volunteers who ensure the smooth running of the Club, the ticket ladies Maggie Whittle, Jackie Simmonds and Fran Horwood. We must not forget Joanna Mitchell and Aileena Mafezzini who also have been ticket ladies during the year. Thank you to Maggie who also does a sterling job at secretarial duties. Thank to Richard Wood who collects the revenue for the advertising in the magazine. Thanks to Cindy Holmes for the upkeep of the DVD library and to David Hackett for running the lottery every week, Peter Galloway for maintaining the book library. Thanks to Sheila Fox who keeps the membership records up to date on the computer and editing the magazine. Thanks to Sally Holloway for collection of membership fees. To Vic Loughran, Terry Smith and Maggie Whittle for printing posters and tickets sometimes at very short notice. Thanks to Vic Loughran who also with Peter Dowd is in charge of updating the website. Rob Potter and his brigade of volunteers who help run the bar, Doug Mitchell for maintenance and audit, Diane Hackett for housekeeping duties, Ted Lunnis our treasurer who always makes sure we have a healthy balance in the bank. Thanks to Julie Wood for organising ladies lunches and to Brenda Taylor and her group of volunteers who produce such lovely meals on a Thursday and on special events and to Audrey Jinks for selling lunch tickets. Thanks go to Joan Thompson, Diane Hackett, Wilma Keeley and Doug Mitchell for various trips that they have organised. Thanks to Wilma Keeley for welfare and Julie Wood for catering at wakes. Thanks also to Maureen Baldwin Winkle for organising Christmas Day party and with her group of volunteers doing the meet and greet at the front door every Thursday. Thanks are due to the organisers of all our regular events, Art groups, bowls, bridge, canasta, film night, gardening Club, genealogy, golf, drama, Keep Fit, Mah-jong, Photos, Quiz, Rambling, Songs of Praise, Spanish, Whist and our new activity Yoga. I would like to thank all of the Committee for their help and support over the past year. If I have forgotten anyone I apologise, as you have heard, to run a successful Club with a variety of interests we need so many volunteers, we all pay our fees yearly but still volunteer to go that extra mile. Without you all, the Ice Club wouldn't exist. Last but not least I'd like to thank all the members for their support of myself and the committee at all of the events and trips.

It has been a very busy year with what I hope you feel was a full and varied calendar.

Maintenance of Club premises and equipment is always ongoing, if you see anything that needs repairing please inform Doug Mitchell or one of the Committee..

The Committee have already got lined up for you many exciting events and trips, including next week we are off to Valencia, a member's request. I hope you will continue to support us and if you have any ideas for events or trips please do let us know.

Sally Holloway is stepping down from the Committee this year but is continuing as Membership Secretary. Thank you Sally for all your work on the Committee.

Brenda Taylor is standing down as Catering Manager a position she has held for many years. Brenda is staying on the Committee. Thank you for all the lovely meals that you have made for us over the years.

Jaqui Parrick has put herself forward as Catering Manager, I hope you will continue to support Jaqui in her new role.

Nobody surprisingly has stood against Ted to become Treasurer, well done Ted you do sterling work for us.

We have one space on the Committee this year and I am pleased to say that we have 1 new member who has volunteered to fill this space. I hope you will encourage her by giving her your full support in the voting later.

Later on we will be voting if we should increase the membership fees and by how much. When you are preparing to vote please remember that we have not increased membership fees for over 10 years, I am hoping somebody has been able to find out when they were last increased, definitely before 2008. We are only asking for an increase of 5 or 10 Euros per year. 35 euros would mean less than 3 euros per month and 40 euros 3.33 a month a bargain in my book to belong to this great Club. We still have a healthy bank balance but of course the building is getting older each year and therefore maintenance fees are increasing, extra monies will help retain a good surplus should any unforeseen expenses occur

We do of course now have our own Facebook page and currently have over 100 members. This is obviously a good way to get our Club known and show what activities and events take place.

Honorary membership is not given every year and indeed not given lightly and only goes to people who the Committee feels works hard and goes that extra mile for the Club. In this instance this lady has given a lot of time, sweat and hard work for us all. Brenda Taylor, we all thank you for the lovely meals that you have produced for us over the years and I hope you will accept this honour.

Thank you once again everyone for all your support.

Sue Potter President I.C.E. (Siberme)

Auditor's Report to the Annual General Meeting of the ICE to be held on Thursday 21st March 2019

I have audited the ICE accounts from January – December 2018. In general, the accounts continue to be managed and presented in a professional manner and the Annual Balance Sheet accurately reflects the financial position of the Club as of 31st December 2018.

While checking the monthly accounts I have passed to the Treasurer the following minor observations:

- The daily bar takings on occasion do not match the cash till readouts
- Small errors in the compilation of worksheets relating to events and trips

The bar staff, function & trip organisers are not trained accountants and sometimes errors occur but in most cases these errors are in the Club's favour rather than against.

- The value of the fixed assets, namely the Club building, has been reduced making the total fixed assets now 257,252.16€

Membership renewals were down in 2018. However the number of new members was up so income from the membership stayed roughly the same. Profits from day trips and Club events were up however profits from long trips were down. Our overhead costs increased mainly due to the maintenance costs but the loss on the magazine was down due to increased revenue from advertising. Profits from the bar remained roughly the same as last year.

Although we show a deficit for 2018 our bank balance remains very healthy and our total net assets are very similar to 2017.

Doug Mitchell

FINANCIAL REPORT 2018

Disappointingly 2018 has resulted in a loss of €4,205, although lower than the actual revenue loss of 5,119€ in 2017 excluding the lift capitalization. This deficit is due to increased overhead costs (maintenance 3,650€ and community 720€), and also depreciation of the lift cabin 4,178€.

Apart from future event receipts the Club has no creditors. Being a socio-cultural organisation we are not liable for IVA which we neither charge nor reclaim, Liquidity is still very strong with bank balance, deposit and cash totalling €28,000.

Membership income remained static, thanks to 67 new members. Bar income was also maintained but catering receipts were down slightly. Trips and events were disappointingly down by 1,802€, with 4 not covering the costs. Other activities and games incomes were also lower than the previous year.

Magazine printing cost was roughly the same but with increased advertising income the overall expense was improved by over 1,000€.

Overheads, excluding depreciation, have increased by 2,500€ compared to 2017. Depreciation amounted to 4,178€.

Overall a not too unsatisfactory year, and with good support from the membership in 2019 a good surplus of revenue may well be achieved.

I thank our auditor, Doug Mitchell, for his prompt monthly auditing and Vic Loughran for deputising when I'm away.

I have not received any questions or queries, but if anyone has any they wish to raise now I will try to answer, and if unable to do so will research and respond later.

Thank you all for your kind attention.

Ted Lunniss
Treasurer I.C.E. (Club Siberme)

Bar Manager's Report for the AGM to be held Thursday 21st March 2019

Firstly I apologise for not being here in person to read this report, believe me I would much rather be with you all than attending hospital yet again for my elbow, who would have thought it would take so long to heal.

I would like to take this opportunity to thank the many volunteers who undertake to give up their free time to work behind the bar without these people we would be unable to open the bar every Thursday Sunday Tuesday or at any event. We could do with some more volunteers even though we have had a few new ones in 2018, we do train you before letting you loose on the Club members, if you are interested please come and see me. A special thank you to the people who volunteer to wash up after the Thursday meeting as this is a great help. Thank you Mac and Jackie for stepping in when I am not around.

Bar prices have remained the same since 2003 but we still manage to make a decent surplus.

When a glass is broken please don't put the pieces in any of the bins, we have plastic bottles behind the bar where all the pieces can be safely stored ready to be put into the outside bins. As you may appreciate when the bottle bin is emptied by Club members, sometimes in the dark, they could easily be cut by unprotected broken glass.

When you leave please make sure you clear your table, dirty glasses to the bar, rubbish in the bin, plate and cutlery to the kitchen and if you see someone leave their table with something on please remind them nicely as they may be new members.

Thank you

Rob Potter - Bar Manager I.C.E (Siberme)

CATERING MANAGER 'S REPORT

Good morning everybody

I never thought this day would come when I am not asking for somebody to take over as Catering Manager, but here it is.

I would like to thank all the members who have cooked on a Thursday or on a themed evening whilst I have been Catering Manager.

I would also like to thank Audrey and Maureen for selling meal tickets every Thursday and all the kitchen bitches that have helped their chefs, all the helpers who have moved and set the tables, those who have been trolley dollies, the Ticket Ladies for selling tickets and for doing table plans and last but not least all of you that have bought tickets and eaten the meals we have prepared.

I will still be cooking on some Thursdays but can I please ask you all to give your support to Jaqui and of course Paul as she will be taking over the role as Catering Manager.

Brenda Taylor

MAINTENANCE MANAGERS REPORT – ICE AGM 2019

This year has been quite an expensive year. The Club has bought a new washing machine and a new freezer. We have had to have three Toldo's repaired due to damage, the terrace re-grouted and the guttering replaced together with a new rainwater downpipe.

The coffee machine has been repaired on two occasions and the water heater has been serviced and repaired.

Several light bulbs have been replaced and other minor repairs throughout the Club.

Doug Mitchell

HOUSEKEEPER'S REPORT MARCH 2019

Good morning everyone

Well it is once again the time to read out my Housekeeping Report on toilets, toilet rolls and paper tissues. All terribly exciting.

A big thank you to Vic and Margaret who very kindly donated three soap dispensers to the Club, and thanks to Doug Mitchell they are now in operation in all of the restrooms.

Since last year we have had the cushion covers laundered and some of the foam pieces were cut down to that they fit better.

Once again, if anybody has any suggestions for improving things, please let me know.

Diane Hackett
2013067