

MINUTES OF THE ANNUAL GENERAL MEETING OF THE INTERNATIONAL CLUB OF ESTEPONA HELD AT THE CLUBHOUSE ON THURSDAY 8 MARCH 2018

Membership was represented by 80 members present and 6 postal votes

Apologies were received from Martin Monahan, Stephanie Monahan, John Murray and Carole Murray

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

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 2019
- Election
- AOB

PRESIDENT'S WELCOME

Sue Potter welcomed members present and asked for a few moments of silence to remember those Club members who have died since the last AGM.

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

It was realised after last year's AGM that Diane Hackett's term of office had expired and no mention was made of her continuing for a further three years which she was happy to do. As there were no objections from the floor her term of office will now continue until 2020.

There being no other matters arising the Minutes were passed by Christina Woodward (199114) and seconded by Michael Dowling (2017002)

PRESIDENT'S REPORT Sue Potter (2003012) is attached

Maureen Winkle-Baldwin (1989008) gave thanks for being awarded Honorary Membership.

AUDITOR'S REPORT Doug Mitchell (2006152) is attached

FINANCIAL REPORT Ted Lunniss (26177) is attached

Christina Woodward (199114) stated she was not in agreement with the extra costs involve in the magazine being in full colour when we had waited for other items to be purchased eg a new coffee machine. Besides the cost she considered it too weighty when posting.

Sue Potter replied that the November and February editions contained AGM information.

Magazine Editor Sheila Fox (2014074) stated that Advertisers like to see their information in colour and as they are the source of income for the magazine all Committee Members had agreed to using full colour.

Anne Hardwick (199001) told the Meeting that in the Club 's very early days she had been responsible for producing a single sheet newsletter, then moving to two sheets and was now very proud of how the magazine stands thinking it was a very good advertisement for the Club.

Maureen Winkle-Baldwin (19089008) said she passes it on to a friend after reading who in turn passes it on to another friend (both ex-members of the Club) so felt her copy was very well used.

Phil Burstow (2018004) asked if any cost comparisons had been made with other printing companies. Terry Smith (2008143) stated he had done several comparisons whilst he was Editor and DigiPrint had been the cheapest.

Sue Potter asked if everyone was in agreement to keep the magazine in full colour and there were no objections.

Rob Pegrum (2011010) stated that because of the way Ted had treated the cost of the lift the accounts sheets showed a surplus when in reality there was a loss, but he was content that Ted was now going to correct the accounts and depreciate the lift. He was happy with all the answers Ted gave to his questions in his report.

Brian Woodward (1999113) asked if there had been a financial appraisal done on the property. Ted replied that as valuations went up and down the balance sheet showed an "at cost" figure and it was not considered beneficial to get an official valuation as the Club didn 't have any intention of selling the property.

Sue Potter explained that previously the Club did depreciate the value of items when the Club had much less money. She said that the lift should have been depreciated in 2017 but was very unhappy with accusations having been made to Ted (in correspondence with Ron) of "creative accounting" – the figures will be amended.

Proposed by Brian Woodward (1999113) and seconded by Patricia Carpenter (1995002).

BAR REPORT Rob Potter (2003011) is attached.

CATERING REPORT Brenda Taylor (2009047) is attached

MAINTENANCE REPORT Doug Mitchell (2006152) is attached

HOUSEKEEPER 'S REPORT Diane Hackett (2013067) is attached

MEMBERSHIP FEES have been the same for many years and would remain for 2019 at 30€ for renewal and 50€ for a new member.

NOMINATION OF COMMITTEE POSITION

- Michael Dowling (2017002) had completed the appropriated nomination form by the due date and was sponsored by Rob Potter (2003011).
- Jacqueline Parrick (2018008) had completed the appropriate nomination form by the due date and was sponsored by Fiona Biddiscombe (2016009).

VOTING took place downstairs with the following results:

	For	Against	Abstain
Election of Michael Dowling	77	3	0
Election of Jacqueline Parrick	74	3	1

The remaining numbers were no votes

ANY OTHER BUSINESS

- Phil Burstow (2018004) asked if any special activities had been planned for the UK Saints Days. There is nothing scheduled at present but the Committee will discuss at the next Committee Meeting. It was suggested that important days from other nationalities would be interesting. Sue Potter asked Members to feel free to organise events and not leave everything to the Committee.
- Brian Woodward (1999113) referred to Article 19 of the Statutes where Committee Members automatically served another term without being voted by the Membership. The Statutes state that this is not necessary unless a particular post is challenged (and all members have the opportunity to stand against the current postholder) but to change the Statues to accommodate this would have to be voted upon at an EGM, and any changes lodged at the Ayuntamiento in Malaga.
Sue Potter replied by saying that all members were entitled to stand against any person up for re-election, but if they were going to stand against someone they had to fill the Committee post that the person held. She also added that Ken Harris who had been Attorney General in Gibraltar disagreed with Brian. All the people who spoke about this thought it was better to leave the statutes as it was. Sue said that we would discuss the letter from Brian in Committee. Maggie added that apart from her and Sue the members of the Committee had not seen Brian's letter. Terry Smith asked what would happen if 3 people stood for 2 posts. Sue replied that the 2 with the largest amount of votes would be elected.
- Barbara Salisbury (1988077) spoke about the time she was on the Committee with a person whom the Committee was opposed to. Sue Potter replied that if that was the case then the Committee should have found somebody to stand against the person they objected to.
- Richard Wood (2000017) stated that problems with the microphones were very frustrating for the Members and asked if anything could be done to improve the situation. Doug Mitchell pointed out that there had always been problems during his membership but sometimes user error was blamed (the microphone needed to be held close to the mouth). Richard suggested the use of lithium batteries as normal ones expire very quickly; this will be looked into.
- Doug Mitchell applauded the fact that the coffee machine was to be replaced but it was generally accepted that use by different operatives produce a different cup of coffee. This matter would be discussed more fully, and a decision on which machine to be purchased, at the next Committee Meeting (Monday 12 March).
- Joan Thompson (1988018) stated that it was her intention to remain as Vice President during the Club’s thirtieth anniversary year but would be standing down thereafter.

There being no other business the Meeting closed at 12.15pm

Signed _____

Date _____

PRESIDENT'S REPORT FOR THE AGM TO BE HELD THURSDAY 8TH MARCH 2018

Welcome everyone to this AGM on International Women's Day and thank you for taking the time to attend. May I ask you to turn all mobile phones off or onto silent. I would now like us 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 Joanna Mitchell, Jackie Simmons and Maggie Whittley who also does a sterling job at secretarial duties. Thank to Richard Woods 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 and for maintaining the book library Peter Galloway helped by Tracy Bird. 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 Whittley 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 Woods 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 Woods 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. Some people stood down during the year but they also deserve our thanks, Pat Smith, Mavis and Dennis Tolfree, Mac and Jackie McIntyre. 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. 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.

I hope you agree that the magazine looks much better now that it is printed in colour and although we made a loss on this it is worth every penny or should I say centime.

Maintenance of club premises and equipment is always ongoing and I hope you appreciate the new tables and chairs downstairs. I know some of you don't like the tables but these are really the best for our needs, being light and able to be folded away for dancing evenings.

The Committee have already got lined up for you many exciting events and trips, including organising a trip in April to Madrid, there are a few spaces left if you are interested please see Joan Thompson after the meeting. I hope you will continue to support us and if you have any ideas for events or trips please do let me know.

Terry Smith is stepping down from the Committee this year, I would like to thank you Terry on behalf of the members for all your hard work over the 10 years that you have stood on the Committee. If you

remember last year we gave Terry honorary membership in appreciation of 9 years of being editor of our magazine.

This year we will be looking at replacing the coffee machine as voted by the members at our AGM in 2016.

We have two spaces on the Committee this year and I am pleased to say that we have 2 new members who have volunteered to fill these spaces. I hope you will encourage them and other new members by giving them your full support in the voting later.

On behalf of the members of the Committee who are up for re-election this year we would like to thank you for your support as nobody has stood up against us.

Honorary membership is not given every year and indeed not given lightly and only goes to people who the Committee feels works hard for all the Club. In this instance we have a long standing member who goes about their work for the Club in a very quiet but friendly way. She is here most Thursdays to greet new members with a cheery friendly face, she introduced the first ladies meals out many years ago and organises the opening of the Club on Christmas Day it is of course Maureen Baldwin Winkle. Maureen, the Committee appreciate all the work that you do for the Club, as well as the duties I've already spoken about, you also stand in for Audrey selling lunch tickets and you did a marvellous job last year of selling the Christmas lunch raffle tickets and all with that lovely smile on your face. 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 8 MARCH 2018

I have audited the ICE accounts from January – December 2017. 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 2017.

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 clubs favour rather than against.

- The value of the fixed assets, namely the Club building, has been enhanced by the installation of the lift making the total fixed assets now €261,430.34

- The main income streams, (membership, bar, catering, etc.) have held up well compared 2016, which is encouraging. Membership renewals are up, which is a healthy sign. The profits on Club activities are down due mainly to the loss made by the Club magazine and the profits on the Day Trips. However, the Clubs overheads were up in 2017 due to increases in telephone ,electricity ,water and higher than usual maintenance costs , but our bank account is still looking healthy.

- Liquidity remains very strong, and with membership still buoyant, the Club can anticipate another good year ahead.

Doug Mitchell

Although showing a surplus of 27,972.31 € on the income and expenditure account.

The actual nett revenue for the year was a deficit of 5,118.96€ after purchasing new tables and chairs (3600) & an air-conditioning unit for the bar (3450), together with increased maintenance costs of 2,000€. Bar cooler (1300) electrical (600) carpentry (620) that a surplus has been shown is due to the capitalisation of the total lift cost (33,091.27€) after making the final payment in January 2017. The Club has no debtors. The futures creditors are temporary funds held for forthcoming trips and events.

As we are a socio-cultural organisation, we are exempt from IVA which we do not charge nor re-claim. Our liquidity remains strong with a contingency fund deposit of 10,000€ and 20,000€ in cash and bank balances.

The bar net position is down very slightly as increased costs have again not been passed on.

Catering income is lower than last year, as are the costs, resulting in a smaller excess.

Of the Club's activities - the 2 extended trips were the most financially successful, closely followed by the games of bridge, whist and quizzes. Internal events were well supported but unfortunately the day trips were disappointing, with 4 making losses.

Outside Club functions: birthday party, summer dinner & dance etc. were not as financially successful as in 2016.

The players two performances made good contributions. last years deficit being due to the cost of replacing the stage.

Magazine costs have increased due to printing in colour from april, which coupled with reduced advertising income, have produced a larger than expected loss.

Overheads have increased by nearly 3000€ due to higher maintenance, electricity, water, administration and telephone costs, together with a non-recurring trip refund from 2016.

In spite of increased spending during the year producing a nett loss of revenue, the Club has had a reasonably good year, and with good support from our membership can look forward to a successful 2018.

I have received some questions from 2 members regarding the balance sheet, and the the nett revenue deficit which I have already explained. One of the members regretfully considers that the inclusion of the total lift purchase cost as a fixed asset unrealistically distorts the financial position, accusing it of being merely "creative". This is totally untrue; capitalisation of tangible fixed assets is in accordance with accounting standards for an asset that will benefit the Club over many years.

Capitalisation can take two forms, one relating to intangible assets (research &/or patents) the other includes increasing the usefulness of a base asset - eg. building improvements.

The other member agrees with the capitalisation in principle but has a reservation.

A tangible fixed asset is initially measured at it's cost, specifically those costs that are directly attributable to bringing the asset into working condition, including the labour costs of putting the equipment or property into use, site preparation, delivery and installation costs, legal and architect fees: all of which apply to the total cost of the new ascensor.

The second member's reservation was that the mechanical parts of the lift should be separated into a "plant and machinery" account to be depreciated over a number of years.

This has been discussed in committee and agreed. Therefore an adjustment of the lift cost figure to 22,025.97€ will be made, this being the shaft and other building costs excluding the lift cabin. The actual cost of the cabin construction and installation 10,899.51€ will be transferred into a new Machinery a/c to be depreciated monthly over a 5 year period.

The remaining comments relate to the income & expenditure account - the first to the decrease in day trips - as stated due to poor support and coach price increases. The second concerns adverts and magazine costs an annual deficit of nearly 3000€. The committee in agreeing to full colour publication from april accepted that there would be a shortfall although not perhaps by as much. Efforts are being made to redress this situation. Thirdly "storage", (should be "sundries"), the member considers that this should have been posted under "long trips" but as it related to an earlier year I considered that this would distort the figures for 2017. Finally he considers that the 23,646€ transfer is only a paper transfer to balance the books re point number 1 (capitalisation). I therefore assure this meeting, and the membership, that the books have been audited, agreed, and definitely balance.

I am comfortable with any member, or members, who wish to review the Clubs accounts at any pre-arranged time, to verify this.

The second member also questions the credit to the income & expenditure account of 23,646.72€; this relates to the improvements total of 31,773.27€ in 2016 of which the lift portion was 31,431.27€. In January 2017 the final lift payment of 1,660€ was paid.

The nett credit to the revenue account of 23,646.72€ is the total lift capitalisation of 33,091.27€ less the other improvements paid during the year amounting to 9,444.55€.

My thanks go to Ron Pegrum and Doug Mitchell for their prompt monthly auditing, and to Vic Loughran for deputising when I'm away.

No other questions or queries have been submitted, but if there are any that a member wishes 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 patience and attention.

Ted Lunniss

Treasurer I.C.E. (Club SIBERME).

BAR MANAGER'S REPORT FOR THE AGM TO BE HELD THURSDAY 8TH MARCH 2018

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, we do train you before letting you loose on the club members, if you are interested please come and see me.

Compared to 2016 Bar takings are up by just over €700 but the surplus is down by €337 this is of course due to price increases on the cost of drinks not passed onto club members, bar prices have remained the same since 2003.

We have had to purchase a new cooler last year as the old one, bought years ago 2nd hand was beyond repair, Thank you to Doug Mitchell who shelved the new cooler so that all the little bar volunteers (Sue Potter for example) don't fall in with legs akimbo trying to reach the stock!!!! We also had an air con unit installed behind the bar to cool the machines down and to make the bar more bearable for the volunteers to work in.

In 2018 we are looking at replacing the coffee machine, I cannot guarantee that this will make any difference to the taste of the coffee. Please remember that we cannot stock all your individual tastes or requirements.

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 2018

I would like to thank all the cooks who have supported me this year. As usual we still need more people to help in the kitchen with prep for the Thursday cooks and serving the food which would ease the load on the cooks.

I would also like to take time to thank all the loyal members that purchase meals each week. I have seen a reduction in the numbers of meals we are selling and would be interested to hear any reasons for this trend and also suggestions on menus and how we could improve the service for you. There has been several themed meals which have been well supported and hope that the chefs will continue to produce these evening for us to enjoy.

Brenda Taylor

MAINTENANCE MANAGER ´S REPORT MARCH 2018

I took over from Rob Potter as Maintenance Manager in November 2017 so much of the work was done by Rob and we must thank him for it.

A lot of equipment was replaced last year – The Bar Coolers, the equipment in the less abled toilet, and the printer. Further improvements included new tables and chairs, a new air-con unit in the bar and a new gas heater. We have also replaced the lightbulbs in the kitchen and alleyway with L E Ds the air cons have been serviced as have the fire extinguishers and the red button in the lift has been replaced

During the last year nearly €4,000 was spent on maintenance and nearly €9.500 on improvements. With a clubhouse of this size there are always jobs to be done and I have a list of outstanding jobs waiting for attention.

Finally, if you notice anything that you think needs attention please don't hesitate to tell me.

Doug Mitchell

HOUSEKEEPER ´S REPORT AGM MARCH 2018

Well another year and i say again there is a limit to how much a person can say about paper tissues and toilet rolls, but hopefully there is always enough of everything you all need here.

Since last year's AGM we have the addition of new tables and chairs which i think have proved to be very comfortable.

Directly after this meeting I shall be removing the cushion covers from the chairs up here to be cleaned and will endeavour to put them back as soon as possible.

With regard to my position as house keeper if there is anything that anyone thinks can be improved I would welcome any suggestions to help things run more smoothly.

Diane Hackett
2013067