

**Chewton Pool Inc.  
Annual General Meeting 2020**



**Monday 26 October 2020, 7.30pm**  
Zoom ID: 830 4489 5099 // Passcode: chewton

Guest Chair: Marco Amati

	<b>MINUTES</b>	<b>Presenter</b>
<b>1.</b>	<b>Acknowledgement of Country, Present/Apologies &amp; Housekeeping</b>	<b>Marco Amati, Chair</b>
1.1	Marco acknowledged and paid respects to the traditional custodians of the land, particularly the Dja Dja Wurrung people, on whose land the pool stands.	
1.2	Housekeeping: put your name and any apologies in the Chat. Microphones off, agenda in Chat. Raise hand for seconding. Notes in the Chat if you want to raise anything or contribute to the discussion.	
1.3	Present: Maree Edwards (our local Member for State Parliament), Christine Henderson (our local Counsellor, recently re-elected in our Ward), Marco Amati (Chair), Frog Peck (President), Wendy Hopkins (Secretary), Sally McCarthy (Treasurer), Sera-Jane Peters (General Committee Member), Phillip Walker (General Committee Member), Jacki Heath (General Committee Member), Nick Haslam (General Committee Member), Sheila Maloney (previous Treasurer and current book keeper), Daria Healy-Aarons (Outgoing President), Hayley Sommerling-Farrugia (Operations Manager), Dan Lawrie (Kiosk and Volunteer Manager), Pat Healy (Volunteer-data and memberships), Jen Pryce (Volunteer-waste management), and pool users and volunteers: Sam Wills, Tamsin Whaley, Affrica McCarthy, Liz Douglas, Cath Ryan	
1.4	Apologies: Lisa Chesters, Caroline Scott	
1.5		
<b>2.</b>	<b>Welcome and Introduction from the Committee of Management</b>	<b>Frog Peck, President</b>
2.1	Maree Edwards and Christine Henderson Committee: Frog Peck, Wendy Hopkins, Staff Members and Volunteers	
2.2	Thankyou to volunteers, particularly Fritz Hammersley for tireless work on the grounds, and Pat Healy who's data gathering and friendly membership drive has been really valuable.  Strange year. We're up against some big challenges. Ongoing yet almost finished capital works project. Now we're entering a covid restricted season. So some challenges ahead, yet looking at this screen, I know it's do-able.	
	Thankyou to Daria Healy-Aarons who has stepped down from President of 4 years. Thankyou to Sheila Maloney as outgoing Treasurer, who is remaining on as volunteer book keeper. Thankyou also to Judy Evans and Monique Kerr, for their time and efforts on the committee, and who left during the off-season.	
<b>3.</b>	<b>Minutes from the 2019 AGM</b>	<b>Wendy Hopkins, Secretary</b>
	I present the minutes of 2019 AGM as a true and correct record of the meeting. I will however flag that some of the proposals highlighted in the minutes like, having the coming seasons operating hours at the next AGM and organising a 10year celebration, were just not possible to achieve with all of the other Covid planning happening this year.	

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	<p>Does anyone, who was at the meeting, have any amendments to raise? If not, back to you Marco. Marco raised the motion, Jacki and Phillip seconded the motion. No objections. The motion is carried.</p>	
<b>4.</b>	<b>Outgoing President's Report</b>	<b>Daria Healy-Aarons, President 2016-2020</b>
	<p>Nice to see all the pool people again. It's a bit emotional to be handing over, because I've done a lot of work on the pool, yet my life circumstances have changed and I'm excited to hand over to Frog.</p> <p>A little bit of the story was that Chewton Pool was saved and the committee was hurriedly set up, then Rose approached some younger people with families to help take it forward, including Daria. By this time, it'd been shown that the community wanted the pool, was willing to work for the pool and support the pool. It's been a real support having Frog as Vice President the whole way through, given his aquatics experience and background, and his passion, and I'm really excited to be handing over to Frog.</p> <p>Managing pools have become more complex over this time, and I acknowledge the bravery of the committee. There's a lot involved and at times it's been quite difficult, getting up to speed with everything. We've brought our HR perspective on managing staff well. And managing the kiosk as a way of making money for the pool. We brought in Work Safe and Life Saving Victoria, to do audits; they were both really impressed with how we manage our pool.</p> <p>Hayley and I spread the good word of how we run our little community pool in Chewton.</p> <p>We understand that Chewton Pool is aging infrastructure.</p> <p>I acknowledge the Government's bold Pick My Project grant; the Committee decided we wanted to do some bold things and own up to the fact that the pool is getting old and needs some upgrading. We won a grant to get a pool heating system. We realised the main thing hampering attendance was that the water is really cold. So warming the water would boost attendance and revenue. It's turned out to be a really large and ambitious capital works project that has had some challenges, including needing to register for GST then losing that amount of the grant money. We as a committee has learnt a lot; about our finances, capital works, and grants. I thank Sera-Jane for taking over the management of Pick My Project, which is very near completion, and is awaiting a tradesperson to be granted a permit to leave Melbourne lockdown.</p> <p>I thank everyone on the committee and volunteers, who've done amazing work for the pool. The Chewton Pool is so blessed to have all the amazing riches of people.</p>	
<b>5.</b>	<b>2019/20 Season Report</b>	<b>Frog Peck, President</b>
	<p>Thankyou Daria.</p> <p>I'll pull out some highlights of the season report:</p> <ul style="list-style-type: none"> <li>- unseasonably cold weather and smoke haze, plus a construction site; these all contributed to a significantly lower attendance, which also contributed to lower revenue</li> <li>- we had about 76 people/day attend</li> <li>- membership stayed pretty steady; there was still keenness from people to buy memberships and support the pool</li> </ul>	

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	<ul style="list-style-type: none"> <li>- we trialed a low season and high season, and we will do this again this coming season. We have shorter hours during the term, yet the pay off is that we have longer hours during holidays</li> <li>- we led the way on creating a Smoke Haze Policy, and were then asked by other organisations and pools what we did.</li> <li>- we reviewed our Policy on Children at Working Bees, as the result of an incident that had Work Safe involved.</li> <li>- There were some major changes in the GSPOs about 18months ago, which has seen costs needing to increased. We've been working really hard to align our operating policies with best practice, which is difficult for many regional pools.</li> <li>- COVID came along, and instead of entering into a new 3yr funding agreement with Council, we've entered into a one-year unchanged agreement, that Christine helped support, and that we now will be putting together a new 3yr-agreement with DELWP and Council, that takes into account the increased costs of running the pool, and aligning with the revised GSPOs.</li> <li>- Daria acknowledged that Hayley and Dan helped enormously in keeping the pool safe, reliable and open.</li> <li>- Frog reminded everyone that it's over to you all now; you've seen our survey and we want your input as we undertake a strategic review</li> <li>- our second year of Chewton Swim saw us teach swimming to 67 families</li> </ul>	
<b>6.</b>	<p><b>Finance Report</b>  <b>- 2019/20 financial year report prepared by outgoing treasurer Sheila Maloney</b></p>	<p><b>Sally McCarthy, Treasurer</b></p>
	<ul style="list-style-type: none"> <li>- I now introduce Sally McCarthy, who began as Treasurer recently, and will present Sheila's Treasurer's report.</li> <li>- I thank Sheila for her work over the year, and also in preparing this report.</li> <li>- the highlights of the Treasurer's report are: <ul style="list-style-type: none"> <li>. Pick My Project capital works project; including the impact of having to register for GST which was unexpected and left a hole in the funding. This has meant we as a committee have contributed \$3000 to this project, which is nearing completion.</li> </ul> </li> <li>- The weather, smoke and capital works on the ground all contributed to lower revenue this year</li> <li>- There's been some costs that have increased, as might have been expected, yet also some costs that were lower, such as training costs due to successful retention of staff.</li> <li>- we are continuing to pay down the PAYG debt</li> <li>- Profit and Loss Statement: Was sent off to the auditor, and has come back all true and correct</li> <li>- Affrica was wondering we'd considered the possible impact on the changing pool opening hours and days, on attendance. Daria explained that this was one of the driving policies for recording data, so that we could make better decisions.</li> <li>- Tamsin was surprised that we were stung for GST</li> </ul> <p>Marco moved for the motion to accept the Finance Report; Daria seconded. No objections so the motion is carried.</p>	
<b>7.</b>	<p><b>Election of Committee of Management</b></p>	<p><b>Marco Amati, Chair</b></p>

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	<p><b>-Current committee standing for election:</b></p> <p><b>President: Frog Peck</b></p> <p><b>Secretary: Wendy Hopkins</b></p> <p><b>Treasurer: Sally McCarthy</b></p> <p><b>General Member/s: Jacki Heath</b></p> <p style="padding-left: 40px;"><b>Phillip Walker</b></p> <p style="padding-left: 40px;"><b>Sera-Jane Peters</b></p> <p style="padding-left: 40px;"><b>Nick Haslam</b></p> <p><b>- Call for any new committee members nominating from the membership</b></p> <p><b>General Member/s: Liz Douglas</b></p> <p><b>- All present to confirm the election of standing committee and/or new members</b></p> <p>Marco called a motion to re-elect all the above committee members. Daria seconded the motion. No objections, so the motion is carried.</p>	
<b>5.</b>	<b>AGM Closed</b>	<b>Marco Amati, Chair</b>
	<p>Mario expressed his gratitude to the committee, on behalf of the community.</p> <p>Frog welcomed Liz Douglas to the Committee of Management as a new member.</p> <p>Frog thanked Marco for Chairing and opened up for the discussion part of the evening.</p> <p>Maree Edwards: [copied from the Chat function of the Zoom meeting]: Thanks for the invitation to join you and congratulations on rising to the many challenges you have faced over last season and indeed the challenges ahead for this coming season. Please don't hesitate to reach out if I can help in any way with issues that might arise. Keep an eye on grants coming in the State budget next month - not far away!. If you are keen to apply for grants I can supply a letter of support. Keep up the good work and hope to see you at the 'warmer' pool over summer. Let me know if you're having a season opening day, I'd love to come along – can't promise I will wear my togs though. Cheers Maree</p>	
	<b>Discussion</b>	<b>Frog Peck, President</b>
	<p>Brief discussion about how a COVID safe season is going to look for Chewton Pool this summer and address any items raised by those present.</p> <p>- Hayley Sommerling-Farrugia spoke about the previous season, and how that affects how we're going to go ahead this coming season.</p> <p>Last season we had a committee that were super-dedicated; a massive thankyou to them all. And a super thankyou to Dan Lawrie for jumping in as Kiosk and Volunteer Manager, and doing some great things with the kiosk. This process of really good communication between staff and committee; staff identify a need and put forward a proposal to the Committee, who considers it from their perspective, and gets back to the staff.</p> <p>Last season we didn't have a Pool Plants Operator, and the LifeGuards and Dan did an amazing job of training up in this role, especially given our aging infrastructure, and the dust from the bushfires which caused an algae problem. The weather policy and smoke policy meant we had to call off some swim lessons and also use the Castlemaine Indoor Pool for some of the time.</p>	<b>Committee of Management &amp; Operations Staff</b>

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	<p>We've begun developing our covid safe operating plan, which allows us to have flexibility if restrictions change suddenly. We are working out how we can most efficiently adapt to any changes and roll with it as best we can. Covid has pushed us to make better use of technology; Zoom meetings, QR codes, paying online, new Point of Sale 'Square' system, etc. We'll still have our small pool charm of being able to come to the kiosk and pay there. The new technology will streamline our processes and save time, and record keeping time, which will give us more accurate data.</p> <p>We've been updating our Policies and Procedures, thanks to Jacki for all her work.</p> <p>Frog: we aim to open in the first week of December.</p>	
	<p>Affrica's point about the differences in opening hours and not knowing whether the pool will be open or not, due to the weather policy.</p> <p>Frog; our weather policy is almost the same as the shire's weather policy.</p> <p>If the forecast 24hrs before we are going to open, is for 23 degrees</p> <p>We'll need to use this season as a test case, because we'll have warmer water. It's the air temperature that really makes you shiver, so it'll be interesting to see.</p> <p>Hayley; we're working on improving the website so we can communicate better with our members, and not rely on social media. The new website will be rolling out soon, and we're hoping people will be able to see 'yes they're open today'</p> <p>Wendy: since I've been on the committee, this has been an ongoing discussion, and I have been an advocate for opening at lower temperatures, however it comes to down to the data on attendance, and the costs of opening the pool with fewer people there. So I encourage everyone that if you want the pool open at lower temperatures, to show us by attending.</p>	
	<p>Sam: raised the possibility of a pie warmer.</p> <p>Dan: anyone serving this food needs food handling certificates.</p> <p>Affrica: what about another local business coming to help with dinner at the pool, eg food van.</p> <p>Jacki: I investigated this; we can't use our premises to prepare food. If</p> <p>Frog: we'll begin the season first and find out what the covid restrictions are, then we'll look into the food.</p>	
	<p>Sally: what happened with aqua aerobics and yoga.</p> <p>Hayley; we're wanting to cover safe opening of the pool first, and then we'll look into these kinds of programs, eg low resistance exercise.</p> <p>Frog; we'll aim for this in the high season or second low season.</p>	
	<p>Frog thanked everyone and closed the meeting.</p>	

AGM closed 8.30pm.

Whole meeting closed 9.05pm