

NOTICE OF AGM

2020



TORONTO WORKERS CLUB

TORONTO DISTRICT WORKERS CLUB LIMITED

ABN 16 000 991 266

NOTICE OF 2020 ANNUAL GENERAL MEETING

Notice is hereby given of the Annual General Meeting of TORONTO DISTRICT WORKERS CLUB LIMITED which is to be held at the Club in the Auditorium on:

Monday 23rd November 2020 commencing at 4.00 pm.

BUSINESS

1. Confirmation of minutes of Annual General Meeting held Monday 14th October 2019.
2. To receive and consider for adoption the Directors Reports and Directors Declaration for the year ended 30 June 2020.
3. To receive and consider for adoption the Financial Report, Officers Reports, and the Auditor's Report for the year ended 30 June 2020.
4. To consider and vote on the following Ordinary Resolutions including Life Membership set out below.

SPECIAL NOTES:

Questions on the Directors Report and Declaration, and Financial Report, are requested in writing, to the Chief Executive Officer, Toronto District Workers Club Ltd, 9 James Street Toronto, NSW 2283, to be received no later than Monday 16th November 2020 so that questions may be researched and answered promptly.

ORDINARY RESOLUTION 1

That pursuant to the provisions of the Registered Clubs Act:

- (a) That members hereby approve the payment of the following Presidents Honorarium in respect of service to the club until the following Annual General Meeting.
 - (i) The President receive an Honorarium of fifty dollars (\$50) per week.
- (b) The Members acknowledge that the benefit in paragraph (a) is not available to members generally but only for the member (President) noted.

Notes to Members Ordinary Resolution 1

- 1 Ordinary Resolution 1 seeks member's approval for Honorariums being paid to the President.
- 2 To be passed Ordinary Resolution 1 must receive a simple majority vote from those member's present at the meeting and eligible to vote.

ORDINARY RESOLUTION 2

That pursuant to the provisions of the Registered Clubs Act:

- (a) That members hereby approve and agree to expenditure by the Club in a sum not exceeding \$10,000 (ten thousand dollars) until the next Annual General Meeting of the Club for the following activities of the Directors:
 - (i) Reasonable costs for the Board of Directors and their spouses / partners for an *annual* function for the purpose of recognising their contribution.
 - (ii) Reasonable costs of an electronic device (laptop, tablet or similar device) and internet access being made available to Directors in respect to their function as a Director of the Club.
 - (iii) That the Board of Directors be entitled to a meal in conjunction with a *regular Board Meeting* or a *Special Board Meeting*.
 - (iv) That the Board of Directors receive a uniform for use when representing the Club.
- (b) The Members acknowledge that the benefits in paragraph (a) and are not available to members generally but only for those members (Directors and in respect to (a) (i) Directors spouses / partners) noted.

Notes to Members Ordinary Resolution 2

- 1 Ordinary Resolution 2 seeks member's approval for a number of expenses which *may* be incurred, and a number of benefits being provided to Directors (and in respect to (a) (i) their spouses / partners).

- 2 To be passed Ordinary Resolution 2 must receive a simple majority vote from those member's present at the meeting and eligible to vote.
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ORDINARY RESOLUTION 3

That pursuant to the provisions of the Registered Clubs Act:

- (a) That members hereby approve and agree to expenditure by the Club in a sum not exceeding \$15,000 (fifteen thousand dollars) until the next Annual General Meeting of the Club for the following activities of the Directors:
 - (i) Reasonable cost for Directors to attend intra or interstate conferences, business studies, and meetings for the purpose of gaining knowledge to assist the future planning of the Club.
- (b) The Members acknowledge that the benefits in paragraph (a) are not available to members generally but only for those members (Directors) noted.

Notes to Members Ordinary Resolution 3

- 1 Ordinary Resolution 3 seeks member's approval for expenses which may be incurred with respect of professional development of Directors of the Club.
 - 2 To be passed Ordinary Resolution 3 must receive a simple majority vote from those member's present at the meeting and eligible to vote.
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ORDINARY RESOLUTION 4

Pursuant to the provisions of the club's constitution:

Board Recommendation – That Mr Jeffrey Hogan be granted Life Membership.

Notes to Ordinary Resolution 4

- 1 Ordinary Resolution 4 seeks member's approval to grant Life Membership to Jeffrey Hogan. Jeff is a past Board member of the Toronto Country Club and current Board member of Toronto Workers Club since 2011. Jeff has served as President of the Toronto Workers Club since 2013. Jeff's combined service to both clubs spans approximately 40years.
 - 2 To be passed Ordinary Resolution 4 must receive a simple majority vote from those member's present at the meeting and eligible to vote.
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Members are reminded that under changes made to the Corporations Act if they would like a copy of the Financial Report to be sent to them either in the post or by email, they must request it in writing to the Club's Office.

The Clubs Annual Report for the Year Ending 30 June 2020 can be viewed at www.torontoworkersclub.com.au from 26th October 2020.

Mark Singleton JP

Chief Executive Officer



President's Report | JEFF HOGAN

Members welcome to my report for the year ending 30th June 2020. What a year it has been. Our Aussie resolve has certainly been tested but in true spirit we will come through and become even more resilient.

Our financial performance was obviously affected by the pandemic resulting in the business returning a pleasing profit of \$767,251.

A standout performer was the Golf Club recording a significant improvement over the previous year. Whilst clubs were closed golf courses remained open and became a beneficiary of the pandemic as people looked for activities permitted under the Public Health orders.

Immediately following the lockdown orders your Board and management came together and worked closely to ensure our operating expenses were minimised whilst at the same time ensuring we looked after our employees. One of those measures was at the beginning of the lockdown period where the Board approved an additional payment to all non-executive staff of an additional 2 weeks salary. You may recall that at this time there was a considerable waiting period for government assistance and management proposed this payment to ensure staff and their families were cared for. It is a testament to the financial strength of the business that this payment was approved, with little hesitation. Staff faced with anxiety and uncertainty were at least able to have 2 weeks grace to re-organise their affairs.

Since reopening I and other Board members have been approached on numerous occasions by staff thanking us for this act of generosity. It is gratifying to know that one of our greatest assets appreciated the gesture.

Members you may notice our new bar at the Workers Club and Driving Range at the Golf Club. We may have had our doors closed but we still had projects progressing. Add to these, the completion of Elements Stage 3, planning for Stages 4-6 and Community Centre continued. With regards to the Golf Club progressing, the construction of cart storage and relocation of maintenance facilities has now become a priority following the immediate success of the Driving Range.

Members, on behalf of the Board I sincerely thank you for taking the clubs COVIDSafe plans seriously. Any breach of the rules jeopardises the operations. We have endeavoured to make our clubs as safe as possible to ensure your safety and we welcome your return. Both clubs are **Registered COVIDSafe Venues**.

Our overarching message to the community is that we are committed to doing those important things right.

In closing to our CEO Mark Singleton, his management team and staff, congratulations on a tough but successful year.

To my fellow Board of Directors your dedication to our members is acknowledged.

Most importantly to you our members, may I express my sincere thanks for your continued support.

Best Regards

Jeff Hogan
Club President



Chief Executive Officer's Report | MARK SINGLETON

What is left to be said of the year behind us? Bushfires, pandemic, lockdown and now a recession. The good news is it can only get better.

I can confidently say, for all these hurdles our clubs performed beyond expectations.

The Workers Club returned a profit of \$725,431 and the Golf Club a profit of \$58,096. The Golf Club's result is a \$219,846 *improvement* on the previous year. Elements Retirement Village posted a loss of (\$16,276). The group profit for the year was \$767,251.

On the 23rd of March 2020 Clubs were ordered to close and were permitted to reopen from the 1st of June 2020. Upon reopening COVIDSafe measures were immediately embedded into the operations and at the time of writing this report, apart from increasing venue capacity, most of these measures remain in place.

Lockdown for the Board and management team meant we needed to review our mission (organisation's purpose), redefine our goals and look for new opportunities. We also knew that we would come through COVID-19 and that the business's rebound would largely depend on how we managed the crisis, what decisions needed to be made and how those actions were executed. We knew any recovery would take a considerable amount of time and that immediate adjustments were needed.

Additionally, the Board of Directors used this time to conduct a review of the club's constitution. Modernising the constitution to reflect changes to the Corporations Act and associated regulations was long overdue. Club Lawyers, Piggott Stinson who are specialist advisors to the Registered Clubs industry have been engaged to assist the Board with the review. The revised constitution will be presented to members either to an Extraordinary meeting or at next year's Annual General Meeting.

The lockdown period presented an opportunity to carry out major works including completely rebuilding the main bar which has significantly increased our product range and looks fantastic, as well as many other long-overdue building repairs. Stage 1 of the Golf Club Driving Range was also under construction during lockdown and was commissioned in early September 2020. The range has proven exceptionally popular particularly to those not so serious golfers with limited time. It has also been great to see Mums, Dads and kids there just having fun.

Construction of Stage 3 of Elements Retirement Village continued through this period and is now completed and partially occupied. Construction of Stage 4 including the much-anticipated Community Centre will commence shortly.

Members, our highest priority is to ensure your health and wellbeing whilst in our venues. Importantly, both of our clubs are **Registered COVIDSafe Venues**. It has taken some time to regain confidence and have members return to normal club life. Cautiously, we are reintroducing activities like Sunday raffles and with demand others will progressively return. How quickly they return will be determined by your response.

In closing I again must thank the Board of Directors namely: Ted Gilmour, Tim O'Reilly, Allan Easter, Frank Haley, Richard Rundle and Steven Woodbridge, a group confidently led by President Jeff Hogan. Tough times require knowledgeable and strong leadership which this Board have on display.

To my talented and dedicated team of managers and staff, you have stood up to what is *hopefully* a once in a lifetime event and emerged with vigour and optimism.

Lastly members, I thank you for your patience and ongoing support.

Mark Singleton
Chief Executive Officer

SUPPORTING THE COMMUNITY



Each year Toronto Workers Club provides financial and in-kind support to local charities, sporting clubs, and community groups.

This year we are pleased to announce a total donation of \$602,793.00 to our local community; \$49,790 allocated under Category 1 and \$553,003 allocated under Category 2.

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DRIVING RANGE
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Sunday

SUPER

RAFFLE

ON SALE FROM 3PM | 4PM DRAW

ALL PRIZES VALUED FROM \$50 EACH!

MEAT TRAYS . ROAST PACKS . GIFT CARDS TWC
PRIZE CARDS . CARTONS OF BEER F&V BOXES
FINAL CASH PRIZE \$100

PRIZES MAY VARY EACH WEEK



TORONTO WORKERS CLUB



KIDS EAT FREE

THURSDAY, FRIDAY & SATURDAY
LUNCH & DINNER

Kids under 12 years old will eat FREE at lunch &
dinner when a main meal is purchased
(excludes specials)