



**Antique Caterpillar Machinery Owners Club
(ACMOC) – Chapter 19
Annual General Meeting
Date: 27th September 2023
Location: William Adams, Clayton**

- Attendees:** G. Slocombe I.Heffernan
M.Hutchings D.Robins
B.Cornfoot S.Jackel
R.Bassett-Smith B.Mekis
P.Slocombe R.Ewe
B.Jackel L.Rees
R.Honess T.Bassett
M.Turpin E.Bedwell
P.Mekis S.Bell
J.Hutchings R.Keir
R.Addison P.Hughes
J.Loaring T.Bassett
- Copies:** ACMOC office, Peoria
International Director
Chapter 18 secretary
Chapter 29 secretary
Chapter 30 secretary
- Guests:** A.Jackson B.Mekis
H.Gunn Mrs J.Heffernan
G.Hellsten Mrs S.Cornfoot
M.Nation W.Harris
Mrs J. Bassett-
Smith
- Apologies:** C.Warrick N.Clydsdale
E.Thiele Mrs M.Thiele
G.Cotton C.Black
N.Schlein S.Macdonald
J.Davey M.Meyer
R.Fern L.Norton
E.Lane L.Hunter
G.Hunter R.Horne
- Quorum:** Yes

Item	Notes	Voting	Action
	<p>Meeting commenced at 6.00 pm. M.Hutchings opened the meeting and thanked everyone for attending.</p>		
1	<p>Present/Apologies The secretary called for apologies which were noted.</p>		
2	<p>Entitlement to vote & Quorum The Chair advised that only financial members were entitled to vote at the AGM. There was nil proxy forms received prior to the meeting by the secretary.</p>		
3	<p>Correspondence in As it relates to the matters arising from the AGM;</p> <ul style="list-style-type: none"> - 25/8/23 Quote from Honan Business insurance - 2/8/23 NHMA Insurance CoC with our name noted - 6/7/23 CAV annual statement reminder - 23/5/23 NHMA reminder for insurance renewals <p>Correspondence out - 19/7/23 NHMA insurance members forms</p> <p><i>Motion: That correspondence in/out as detailed is accepted as true and accurate.</i></p>	<p>Moved: GS Seconded: BC</p> <p>Motion passed unopposed</p>	
4	<p>Confirmation of minutes from the previous Annual General Meeting.</p> <p>Minutes of the previous AGM dated 25th September 2022, were available online and at the meeting The Chair called for any questions from those present. There were nil.</p> <p><i>Motion: That the minutes of the previous annual general meeting have been read and are true and accurate.</i></p>	<p>Moved: BJ Seconded: SJ</p> <p>Motion passed unopposed</p>	
5	<p>Business arising from the previous minutes - Asset Register</p> <p>G.Slocombe advised quote for \$532 to cover basic assets of the Club including merchandise up to the value of \$8000, replica parts up to the value of \$5000 and non-specific assets of up to \$15,600 excluding tractors and the technical library. The broker indicated an independent valuation would be required for the technical library and that other options like Shannons would be better for tractors. He also advised it was not required or worth doing an asset register for donated goods unless they had specific and quantifiable value. The committee are going to review if the recurring cost is in the interests of the Chapter.</p>		<p>Committee to review the ongoing cost vs. risk of insuring our assets.</p>

ACMOC Directors report

The following report was provided by N.Clydsdale and read by the secretary in his absence.

I wish to apologise for not being able to attend the AGM, I did want to so much to be in attendance and was looking forward to the presentation on the Antarctic D4 journey, have always had a large interest in the Antarctic.

As a Director of ACMOC I do have the pleasure of presenting a short report of a number of positive things after a period of negative activity by some members etc. The total membership of the Club 12 months ago was 1,970 and today is currently 2,354 and growing, likewise last year it was costing more per month to run the Club than our income, currently we are now about \$3,000 per month in the black or \$36,000 per year surplus.

The Board of Directors (BoD) voted to make US\$50,000 available for 2025 grants for members and chapters to apply for, the grant monies will only be handed out for very exceptional applications for projects that will promote the club etc for 2025. I see that chapter 19 should consider an application for some of these funds for the documentary.

The BoD has awarded two Members of the year, One awardee happens to be our very own Daryl Robins for his contribution of a huge volume of scanned documents for the technical library. My congratulations to Daryl.

The BoD will be having a special meeting with Jan Meermans regarding what special edition or editions of the magazine for 2025, I ask members who have any ideas to please contact a Director or Jan. Due to the decrease in the number of chapters, Jan also is looking for any articles of interest from the general membership.

Unfortunately it appears that only one of the seventeen subsidiary chapters in the US are prepared to transition to contract chapter status, this means there will only be three chapters in the US

My term as a Director expires end of December this year, Earl Shanks from Chapter 18 has been appointed as a Director for the latter part of this year and will appear on the slate in the 4th Q magazine for a three year term. There will only be seven Directors next year, I do ask members to think about this as there appears to be no members wanting to step forward and lead the Club. Now that things are starting to take a positive turn, maybe some who have been reticent in the past might think again about this duty and put their hand up.

A short discussion ensued around the contract/subsidiary Chapter situation in the USA and clarity was provided by the committee.

Presidents Report

M.Hutchings read the following report.

It's been an interesting first 12 months as president, with many challenging issues at the fore. We've managed to slightly grow our membership, strengthen our financial position and continue to provide a great source of entertainment and interest at all the shows we've attended. We have a great membership who have made themselves available to attend shows in Gippsland, Geelong and also supporting our local dealer with some of their promotional events. Our presence at Lake Goldsmith and the ongoing works to our facilities there are also something we should be very proud of as it showcases our club in a very friendly and professional manner. I would personally like to thank all those involved in making these things possible and hope to be able to help to uphold the high standard set so far. Another gleaming success this year would have to be our Tail Seat high tea, for those that attended I'm sure would agree the bar has been set very high.

The year hasn't been without some challenges, not directly for us here within our chapter, but more largely within the ACMOC group. We are witnessing some of the more difficult aspects of club life in the US, firstly with some issues with membership, some splinter groups forming and more recently around contract and subsidiary chapters. Couple this with financial constraints, it's needless to say that I do not envy the job our current board has in front of them. I believe that it's now more than ever, time to stand with the board and give them every chance to get us back on track. We are very fortunate here, as one of the larger chapters within ACMOC, to have a very close relationship with the board, having Neil and Brendon as sitting members and I would like to take this opportunity to thank them for their hard work and assure them that they have our full support and should they need anything, we're all here to help.

But it's not all doom and gloom, going forward I believe we have an enormous opportunity to get our club some invaluable exposure, with the celebration of Caterpillars 100th anniversary in 2025, and for those unaware, William Adams will celebrate 100years as a Caterpillar Dealer in 2026. I think this is a great opportunity to strengthen our relationship with Caterpillar and the dealers, and showcase the rich history that we all know exists to anyone that will listen. This process has already begun, with the exciting Documentary project which is gaining momentum and a sub committee being formed help manage our commitments during the 2025 celebrations.

It would be remiss of me not to give special mention to our hardworking committee, in particular Glen, without them all of what we have today would still be a dream, their tireless work behind the scenes is invaluable, so personally I would like to thank you.

	<p>I believe we are well situated to continue to grow, and I'm proud of what we've achieved so far. Without the wonderful group of members none of this would be possible, so last but not least I'd like to thank the membership and look forward to another successful year here with Chapter 19.</p>		
<p>8</p>	<p>Finance report</p> <p>The treasurer (GS) presented the finance report as at 30th June 2023. (Copy attached) and thanked William Adams Pty Ltd accountants who had assisted in preparation of the financial reports.</p> <p><i>Motion: That the finance report represents a true and accurate account of the Chapters financial position as at June 30, 2023.</i></p>	<p>Moved: GS Seconded: BC Motion passed unopposed</p>	
<p>9</p>	<p>Membership report</p> <p>G.Slocombe gave account of membership status, reminding those present that the definition of Chapter 19 member is someone that is a financial member of ACMOC and has confirmed they wish to be associated with, and receive correspondence from Chapter 19. ACMOC financial members can be members of more than one Chapter.</p> <p>The Chapter 19 currently has 146 members that were financial with ACMOC (up from 144 same time last year), of which the breakdown is as follows.</p> <ul style="list-style-type: none"> • Vic = 92 (+3) • NSW = 20 (+1) • SA = 20 • Tas = 9 (-2) • ACT = 1 • WA = 0 • QLD = 3 • UK = 1 <p>There were 7 Chapter memberships that expired this financial year that have not been renewed. This is down from 11 last year.</p>		

<p>9 cont.</p>	<p>There are 265 (up 10 from prior year) financial ACMOC members in Australia distributed as follows.</p> <ul style="list-style-type: none"> • ACT = 1 (-1) • NSW = 59 (+6) • NT = 2 (+1) • QLD = 48 (0) • SA = 34 (+1) • TAS = 10 (-1) • Vic = 92 (+3) • WA = 19 (+1) <p>Pleasingly we have retained 100% of the Victorian financial ACMOC members as being associated with Chapter 19, which is a fantastic result.</p> <p>Glen thanked Phil Hughes for his assistance in ringing members that were overdue.</p> <p>As members may be aware the Club prefers renewals to now be processed directly online with credit card. This removes administrative burden for the Club and Chapter and with annual automatic renewal will also assist retention rates going forward.</p>		
<p>10</p>	<p>Merchandise</p> <p>Several new scale models were added from ACMOC and Custom Originals, as well as other items and new Block C t-shirts and polo tops, along with a fresh batch of the blue Club shirts were added. Current catalogue and price list is available online.</p> <p>Stock levels have therefore increased this year and closed at \$6,583.23</p>		
<p>11</p>	<p>Replica Parts</p> <p>Current parts inventory sits at \$775.73, with the majority still supported on a consignment basis from Daryl Robins and Mike Meyers.</p> <p>Daryl advised additional gaskets were now available and other products like glass fuel bowls and rain traps were underway.</p> <p>We have reached an agreement with TOMM magazine to have a recurring ad in the classifieds for replica parts.</p>		

<p>12</p>	<p>Caterpillar 2025 centenary celebrations</p> <p>Mark gave a verbal report stating that the sub-committee had met and had agreed on 5 key rallies to focus on as a Chapter, these being;</p> <ul style="list-style-type: none"> - Korumburra - Warracknabeal - Lake Goldsmith - MSTECC - Exeter (Tassie) <p>Members are welcome to be involved in other rallies and events.</p> <p>The 'Building Australia' documentary project has progressed to the point that a 'sizzle reel' and promotional pitch presentation is now in the market, and we are actively trying to secure broadcast support and funding.</p> <p>G.Slocombe advised it had been approved and supported at several levels within Caterpillar including the Asia Pacific VP, District Manager, Brand & Content management in the USA. We are also using Cat to pitch to Seven West Media via the WesTrac management team. Glen has also presented to all the Australian dealers about the role ACMOC can play in supporting any plans they have at a national dealer marketing meeting.</p>		
<p>13</p>	<p>New business</p> <ul style="list-style-type: none"> - Participation B.Cornfoot recounted the positive experience he had at the Mudgee NHMA rally and reminded members to make the effort to attend and get involved in the events the Chapter is involved in. - 'Tail Seat High Tea' A reminder if you have any suggestions and ideas for another event please talk to the committee. - Neil Clydsdale 'thankyou weekend' November 18/19 2023 Neil is happy to host members for a camping weekend near his property in Tinamba. Please contact him if you are interested in attending. 		

<p>14</p>	<p>Spill of all current committee positions</p> <p>M.Hutchings spilled the current 2 years terms that had been completed. It was therefore announced in accordance with Clause 12 of the Chapter constitution, the following committee position was now declared vacant;</p> <ul style="list-style-type: none"> • President (Mark Hutchings) • Vice President (Daryl Robins) • Secretary (Glen Slocombe) • Treasurer (Glen Slocombe) <p>And that the following committee members had served their two (2) year terms and would also be required to step down but were available for re-election;</p> <ul style="list-style-type: none"> • Brendan Cornfoot • Rob Bassett-Smith • Jamie Loaring • Phil Hughes <p>For the purpose of electing a new committee It was proposed that I.Heffernan would act in the position of meeting Chairperson purpose of electing a new committee unless any member was opposed to this. There was no opposition.</p>		
<p>15</p>	<p>Election of new committee</p> <p>G.Slocombe advised that there were nil formal written nominations received prior to the meeting and therefore nominations would be called from the floor to serve either a 1 or 2 year term.</p> <p>For the position of President, B.Cornfoot nominated M.Hutchings. Seconded by D.Robins</p> <p>The Chair called for any other nominations, there were nil. The Chair asked if M.Hutchings would accept the nomination and he accepted.</p> <p>M.Hutchings was therefore installed as the President for an a 2 year term.</p> <p>For the position of Vice President, G.Slocombe nominated D.Robins. Seconded by P.Hughes</p> <p>The Chair called for any other nominations, there were nil. The Chair asked if D.Robins would accept the nomination and he accepted.</p> <p>D.Robins was therefore installed as the Vice President for a 1 year term.</p>		

**15
cont.**

Election of new committee

For the position of Secretary,
R.Honess nominated G.Slocombe. Seconded by
B.Cornfoot

The Chair called for any other nominations, there were nil.
The Chair asked if G.Slocombe would accept the
nomination and he accepted.

G.Slocombe was therefore installed as the Secretary for a
1 year term.

For the position of Treasurer,
D.Robins nominated G.Slocombe. Seconded by B.Cornfoot
The Chair called for any other nominations, there were nil.
The Chair asked if G.Slocombe would accept the
nomination and he accepted.

G.Slocombe was therefore installed as the Treasurer for a
1 year term.

For the position of general committee members,
J.Loaring/P.Hughes formally nominated B.Cornfoot for the
position of general committee member.
M.Hutchings/S.Jackel formally nominated R.Bassett-Smith
for the position of general committee member.
B.Cornfoot/L.Rees formally nominated J.Loaring for the
position of general committee member.
J.Loaring/B.Cornfoot formally nominated P.Hughes for the
position of general committee member.

The Chair called for any other nominations, there were nil.

The Chair asked if all committee members would accept
their nominations, M.Hutchings, D.Robins, G.Slocombe,
B.Cornfoot, R.Bassett-Smith, J.Loaring & P.Hughes
agreed.

Therefore, the executive committee of Chapter 19 installed
for 2023/24 would be as follows.

- President – Mark Hutchings
- Vice President – Daryl Robins
- Secretary/Treasurer – Glen Slocombe
- General Committee – Brendan Cornfoot
- General Committee – Steve Jackel
- General Committee – Rob Fern
- General Committee – Leigh Rees
- General Committee – Ben Jackel
- General Committee – Jamie Loaring
- General Committee – Phil Hughes
- General Committee – Rob Bassett-Smith
- General Committee – Neil Clydsdale

16	Next meeting: AGM to be set on or about Thursday 26 th September 2024		
17	Meeting closed at 7:12pm G.Slocombe thanked William Adams for hosting the AGM and covering the costs for the catering.		



The Antique Caterpillar Machinery
Owners Club in Australia Chapter
Nineteen Incorporated

FINANCIAL REPORT FOR YEAR ENDING 30 JUNE 2023

	Cashflow		
	<i>Prior year</i>	<i>Current year</i>	<i>Var.</i>
Receipts			
Donations	\$3,400.00	\$876.00	-\$2,524.00
Merchandise Sales	\$4,577.00	\$10,747.87	\$6,170.87
Technical library	\$150.00	\$0.00	-\$150.00
Replica Parts Sales	\$12,785.00	\$6,966.00	-\$5,819.00
Memberships	\$4,695.00	\$5,500.00	\$805.00
Other Chapter fees	\$40.00	\$100.00	\$60.00
Interest Received	\$0.00	\$0.00	\$0.00
2025 Projects	\$0.00	\$15,600.00	\$15,600.00
Postage	\$956.50	\$589.00	-\$367.50
NHMA Insurance	\$378.00	\$380.00	\$2.00
	\$26,981.50	\$40,758.87	\$13,777.37
Payments			
Catering & Member services	\$462.90	\$147.23	-\$315.67
Club tractor parts & repairs	\$6,444.90	\$575.19	-\$5,869.71
Donation/auction	\$0.00	\$0.00	\$0.00
Membership	\$4,360.22	\$5,384.72	\$1,024.50
Membership/fees of other org.	\$0.00	\$255.00	\$255.00
Merchandise	\$3,579.76	\$11,390.92	\$7,811.16
NHMA insurance	\$730.00	\$590.00	-\$140.00
Other	\$60.10	\$0.00	-\$60.10
Other Chapter fees	\$60.00	\$100.00	\$40.00
PAYPAL fees	\$90.98	\$4.91	-\$86.07
Postage	\$994.45	\$565.23	-\$429.22
Rally expenses	\$0.00	\$0.00	\$0.00
Replica parts	\$6,142.40	\$8,630.30	\$2,487.90
Shed & display expenses	\$962.00	\$3,216.00	\$2,254.00
SQUARE CC fees	\$234.48	\$277.28	\$42.80
2025 Projects	\$0.00	\$15,000.00	\$15,000.00
Technical library	\$0.00	\$0.00	\$0.00
	\$24,122.19	\$46,136.78	\$22,014.59
Surplus	\$2,859.31	-\$5,377.91	-\$8,237.22

	<u>Profit and Loss</u>
Revenues	
Donations	\$876.00
Merchandise Sales	\$10,747.87
Technical Library	\$0.00
Replica Parts Sales	\$6,966.00
Memberships	\$5,500.00
Other Chapter fees	\$100.00
Interest Received	\$0.00
2025 Projects	\$15,600.00
Postage	\$589.00
NHMA Insurance	\$380.00
	<u>\$40,758.87</u>
Cost of Sales	
Merchandise	\$10,137.71
Replica Parts	\$5,021.70
Memberships	\$5,164.36
Postage	\$565.23
NHMA Insurance	\$384.00
Other Chapter fees	\$100.00
Technical Library	\$0.00
PAYPAL FEES	\$4.91
2025 Projects	\$15,000.00
SQUARE CC FEES	\$277.28
	<u>\$36,655.19</u>
Gross Profit	<u>\$4,103.68</u>
Overheads	
OTHER (CAV Fees)	\$0.00
LGSPA membership/Bank fees	\$255.00
Donations	\$0.00
Catering expenses	\$147.23
Shed Expenses	\$3,216.00
Giveaways	\$168.73
Club tractor repairs	\$575.19
Total Overheads	<u>\$4,362.15</u>
Profit/(Loss) for Year	<u>-\$258.47</u>

	<u>Funds Held</u>
Made up of:	
Cash in bank	\$50.39
Cheque account	\$15,602.79
Paypal account	\$874.09
Total funds held	<u>\$16,527.27</u>

	<u>Balance Sheet</u>
Assets	
Cash & bank accounts	\$16,527.27
Inventory @ cost	\$7,357.97
	<u>\$23,885.24</u>
Liabilities	
NHMA Insurance	-\$100.00
Memberships	\$0.00
Accounts payable	\$0.00
	<u>-\$100.00</u>
Equity	
Retained earnings b/f	\$24,043.71
Profit for the year	-\$258.47
Retained earnings c/f	<u>\$23,785.24</u>
Balance	<u>\$0.00</u>

Treasurer's report

2022/23 was the first full year post Covid with our attendance for the first time at the Geelong Rally and the May Lake Goldsmith rally going ahead. The Chapter also supported Chapter 29 to attend the NHMA National Rally and ran a successful merchandise store. Unfortunately, the November LGSPA rally was cancelled due to floods. Revenue of \$40,758.87 was up \$13,777.37 (51%) from last year, predominantly due to increased merchandise sales, and reflecting donations to go towards 2025 projects.

With changes to the Club's operations many attempts were made to secure remaining merchandise before the store was closed with some success resulting in new items being made available, as well as purchasing discounted and new model stock from Custom Originals. This investment resulted in a significant increase of merchandise sales of \$10,747.87 up \$6,170.87 (135%). Clearly new stock and attending new locations continues to result in impulse purchases from the public and members alike. With no investment in such merchandise from the Club, the Chapter has taken the lead with new items such as the Block C t-shirts and polo tops.

Replica parts revenue declined due to no grader tyre sales which are high value item but were otherwise consistent.

The increased revenue allowed the Chapter to make significant investments in purchasing a new branded 6m x 3m marquee for use at rallies at a cost of \$2,996.00 and purchase additional merchandise stock. This year saw the Chapter enter into a contract with Vitamin Media to prepare a business case to secure external funding to produce what is currently titled the 'Building Australia' documentary to support Caterpillar and its dealers to recognise the role Caterpillar has in Australia as part of 2025 Caterpillar centenary celebrations. This investment was made up of a philanthropic donation from a Chapter member, \$5000 donation from William Adams and \$7000 donation from Caterpillar of Australia and is aligned with the Clubs mission statement.

Given the investments made, the Chapter made an overall small loss for the year of \$258.47.

When considering revenue activities of the Chapter, merchandise sales generated \$610.16 @ 6% gross profit, which will need to be an area of focus, with increased purchase and shipping costs requiring necessary price increases. Conversely, replica parts were a much better result generating \$1,945.00 @ 28% gross profit excluding the impact of merchant fees (Square Credit Card and PayPal). You will note that payments for replica parts exceeded revenue this year in the cash flow report, that is due to consignment sales from the prior 2021/22 year (accrued liability) being remitted in the current 2022/23 year along with current consignment sales. Going forward rather than accrue these as a liability I will ensure they are reconciled in the same year.

Trading expenses were well managed, and we fully recovered direct costs associated with managing membership payments of behalf of the Club (despite declining AU\$ to US\$) and outbound postage recovery.

This year we collected NHMA insurance dues from 39 ACMOC members that will be paid on their behalf to NHMA in the 2023/24 financial year. This is done on a cost recovery basis and no profit is realised on providing this service to members.

As at June 30, 2023 we had unrestricted cash funds of \$15,653.18 available, as well as a surplus of \$874.09 in our PAYPAL account which continues to hold the Chapter in a healthy financial state.

Thank you to William Adams accountants for their assistance in preparation and review of the Chapters accounts this year.

Prepared by Glen Slocombe, acting as treasurer as a true and accurate record of the financial performance and position of the Antique Caterpillar Machinery Owners Club in Australia Chapter Nineteen.



Signed

24th Sept 2023

Dated