

PRESIDENT'S REPORT TO ANNUAL GENERAL MEETING OCTOBER 24

It has been my pleasure to serve you as President for a second year and to place on the record my grateful thanks for the hard work and support of the members of the Board who's main focus has been trying to ensure that the Club continues to thrive.

The Board has always tried to work with the Club's main objective *"to promote friendship and understanding among the women of the petroleum industry and, to this end, to encourage Members to participate in the Association's social, recreational, cultural and welfare activities"*.

Milestones

PWP celebrated its 45th Birthday in July. It's a testament to the importance of the Club in the lives of our members that we had two members celebrating their 45-year anniversaries – Cynthia Playford and Keren McCullagh. I'd also like to acknowledge Irene Raitt as our only remaining founder member. Irene was in attendance at the very first meeting, although she subsequently spent time outside W.A. before returning to the Club. We had 8 former Presidents attend as guests of the Club, and the stories they shared made for much laughter and reminiscing. I would like to see the idea of a Past Presidents Table continue at the Birthday lunch. Each of those women has made an enormous contribution to the Club, and it would be nice to acknowledge them on an annual basis depending on the state of the Club's finances. The occasion was marked with champagne and cake and a special photo frame which created a great backdrop. 30 members were eligible to receive anniversary pins ranging from 5 to 45 years.

Constitution Changes

No changes were made to the Constitution during the past 12 months, although the current Board has recently updated the Guidelines, and proposals for changes to the Constitution are to be presented to the Annual General Meeting.

Proposals to change the name of the Club making it more marketable in our socially and politically conscious society were sent to Members. However, the response indicated there was not an overwhelming appetite for change at this time.

The current Board is mindful of the changing demographics of the Club, and has been striving to find ways to halt the shrinkage in membership totals. We wish to see the Club continue for years to come, which is why the constitutional changes are currently before you all.

I would like to thank the Constitution Committee Jacqui Ure, Anne Williams and Antje Robson (along with myself) for the detailed work undertaken in the last few months to bring these constitution proposals to the membership.

Finances

The Club's financial position remains healthy with \$20,000 currently on a fixed rate deposit which is coming up for renewal next month.

The Board has been aware that – for a not-for-profit organisation – PWP has accrued a substantial sum of money and actively adopted a policy of reducing our capital by subsidising Members' Birthday and Christmas lunches. The move was well received! We also doubled the charitable donations raised by the membership. Overall, we have reduced the capital reserves by around \$6,000.

I'd like to thank and acknowledge Nikki Wehr for continuing to manage the day-to-day finances for some time after the last A.G.M. until Pauline Sedgwick was able to take over. After consideration, it was decided to change the accounting package previously used (QuickBooks) to a cheaper and more user-friendly system (Xero). This took a considerable amount of work and I would like to thank Pauline for the many hours she spent on it, as well as Jacqui Ure and

Anne Williams for their advice and help during the transition. Recently, the accounts for the year ending June 30 were reviewed positively by Jane Ponsonby and Sarah Dale-Squires, and I would like to thank them for their time and diligence.

During the year, the Club switched bank accounts from Bankwest to the Commonwealth Bank – a move forced upon us by the decision by Bankwest to leave the business banking sector completely. The Board did everything possible to ensure a smooth transition. I'd like to thank every member of the Club for helping us to achieve that. There were a couple of hiccups, but we had contingency plans in place, and as a result no payments disappeared into a banking black hole! Thank you to all members for embracing the use of the banking "code word". At times multiple payments come in for multiple events, and it has made it much easier to identify who is paying for what.

Membership

October 1 2023 – 115

October 1 2024 – 99

I'd like to thank Robyn Tirabosco for taking on membership at the start of the current Board's term of office. She was practically a one-woman recruitment agency! Robyn was in Europe during the July renewal season and I'd like to thank Antje Robson for taking that on, at the same time as running Activities.

The Board has increased the renewal fees at this time because we feel renewals should pay for the running of the Club, and to that end, need to match increasing annual costs such as insurance, storage and website costs. In addition, the full and half year fee amounts were out of step with the Constitution, and we have rectified that.

We decided to increase the late fee next year from \$15 to \$25. The Board feels it's reasonable to expect everyone should be able to pay for their dues within a 6-week period from July 1st, unless there are truly extenuating circumstances which any Board could consider. I've seen three membership renewal rounds now where the VP Membership has had to repeatedly chase people for their renewal fees, leading to increased workload.

Luncheons

The new location for our monthly lunches was the biggest change in the life of the Club this year. The change followed an extensive search by the Board to find a venue which catered for our needs. Many were rejected on cost, others for accessibility reasons, or because there were no suitable audio-visual systems. We recognised that free and accessible parking was also a desire for some members. Most importantly, the Board wanted to improve the food offering, and I believe we have achieved that. It has taken some time to bed in our relationship with RPGC, and changes have been made along the way. But the Board feels the quality of our lunches has greatly improved since we made the switch in February, and that's reflected in the huge reduction of negative feedback about the food offering.

Board members and other volunteers have gone above and beyond to help make the parking as easy as possible for members given the South Perth Council permit system under which RPGC has to operate. That system is imposed on RPGC by South Perth Council, and I thank you for your cheerful understanding and cooperation.

It has taken many hours of work by the entire Board to make this change work as well as possible for you all, and I'd like to thank Jacqui Ure & Lindell Negline who stood in when Christine Corey had to resign due to pressing family responsibilities. Subsequently Tricia Crane took on the position of 2nd VP for which I thank her. Tricia has shown great long term planning skills, - she's already planning February. She's also she's a stickler for detail! I know for many of you, our monthly lunch is an important entry in your social calendar. The Board now has a successful working relationship with Nadia, the RPGC's Events Manager who is focussed on providing us with a good experience. Having said that, we must appreciate the Club's first

priority in all matters is to its own members, and we are guests of the Club. We appreciate your cooperation in that regard.

Our R.S.V.P process has been honed slightly as a result of the change in venue. I would like to thank Kevina Stewart for the tireless work she does every month to pump up our numbers and to make our ordering process with RPGC run smoothly. Your co-operation on promptly responding and making payments is appreciated, not least because it reduces Kevina's workload.

Thanks also to Carol Davis for stepping in for Kevina in June & July – no small task when it included one of the biggest lunch attendances of the year!

Lunch numbers

3 lunches at the Pagoda

8 lunches at Royal Perth Golf Club

Average attendance 51 (Last year 50)

High of 72 in December

Low of 35 in November

1 Casual lunch in January at Tom's Italian attended by 16 members

Charitable donations

Share the Dignity was the recipient of our Christmas lunch charity fundraiser. We collected \$1828.80. As previously announced the Board doubled that donation to \$3657.60

Activities

What can I say about Antje Robson's programme of special activities in the past year? Early on in the term of the current Board, we expressed the view that we would like to see more high-quality offerings in our activity programme, and Antje rose to and surpassed the challenge! We have had some wonderful events, and I know many of you have enjoyed them. We've had specially curated events like Vintner and Vittles, and Christmas in July, enjoyed theatre and musical productions, and expanded our art and food knowledge. Antje has worked tirelessly on finding events to appeal to members. I'd like to mention Lesley Russell who opened up her home for a wonderful Italian lunch, Rhonda Metka for organising the crab lunch and Tricia Crane for hosting, and Debbie Lorking for offering the wonderful communal facilities at her apartment block for Christmas in July. Thank you, Ladies. I was also delighted to host Vintner & Vittles.

We had 23 special events - 6 up on last year

High of 30 at three different events

At the time of writing the Board has not been able to find someone to take on the role of 1st VP- Activities. It will be a decision for the incoming Board as to how to manage this element of Club life. I know Antje will be a hard act to follow

Our regular activities continued, with Mahjong & Book Club remaining at the Pagoda. I'd like to thank Rhonda Metka and Corinne Kilbee for organising that. Thanks to everyone who runs the weekly/monthly activities for us all. See separate report for further acknowledgement.

On October 9th, the Board hosted a thank you event for our volunteers in acknowledgment of their continued support of the Club

Newsletter

We have now been using Mailchimp for our newsletter distribution for over a year. It's an important communication to members because it serves as the official notification of our

meetings as required by our constitution, and I would urge everyone to read it. Each month about a third of the membership never open the newsletter. If you don't read it, you won't know what's going on! I believe the format is a suitable one in terms of time expended for a Club our size.

Website

Our website has been largely left untouched while we discussed and consulted on a possible name change. The Board has now allocated funding for improvements. A new website will be created by DJ Software. It will be run on a different platform, with the aim of making it easier for member volunteers to manage and update it. Consideration is being given to making sure we do not lose the historical content of our current platform. The change will result in new email addresses for each Board member. It has proved frustratingly difficult over two successive Boards to switch email addresses because of the connection to individual Google profiles.

Finally, a personal note.

I don't know how two years disappeared so quickly! In that time, I have missed two lunches – one in the first year of office because of Covid, and one in this past year because it clashed with a wedding in the UK. I have only missed personally attending one Board meeting – again because of Covid. The job is demanding and time consuming. Given that the Cub is in a healthy financial situation (and while it remains so) I would like to suggest that future Presidents do not pay for their monthly lunch. I think it would be a small gesture of thanks from the Club. I think I can float the idea now that I will no longer have a vested interest!

I am grateful to everyone who has served with me in the past year, including Christine Corey who had to resign her position early. Thanks to Anne Williams for making sure the administration ran smoothly, to Tricia Crane for stepping up to oversee lunches and taking them to a new level, to Lindell Negline & Jacqui Ure for working make sure our move to the RPGC got off to a flying start and to Pauline Sedgwick for keeping track of the dollars. Thanks to Robyn Tirabosco for battling with an outdated database, which regrettably we still haven't managed to resolve, and a sincere thanks to Jacqui Ure for always making sure that the Board was working within the confines of the Constitution. Jacqui has spent so many hours reviewing the Constitution she can recite it in her sleep! I could not have done this job without them, and I thank them all from the bottom of my heart.

I sincerely wish PWP every success for the future especially the new Board under incoming President Margaret Hildick-Pytte who is taking on the role for a second time. There are different challenges today than when the Club was in its heyday and had 300 members. In some respects, I suspect those challenges are harder. At the very least I hope the Club makes it to the 50th anniversary and if it does, I'd like to book my seat at the Past Presidents table!

My very best wishes to you all
Faithfully submitted
Sheena Kaighin
President 2023-2024

Profit and Loss

Petroleum Women's Club of Perth For the year ended 30 June 2024

2024

Trading Income

Brthday lunch	45.00
Donations - Fundraising (income)	1,878.80
Sales - Activities - 21 Hearts	1,040.00
Sales - Activities - Crab	585.00
Sales - Activities - Ellingtons	738.00
Sales - Activities - Exit Laughing	420.00
Sales - Activities - Garden tour	190.00
Sales - Activities - General	1,412.00
Sales - Activities - Morning Melodies	636.00
Sales - Activities - Murder to a Tee	3,226.00
Sales - Activities - Proms	2,560.00
Sales - Activities - Sicilian	540.00
Sales - Activities - SUP	256.00
Sales - Activities - Wine tasting	1,500.00
Sales - Activity Xmas in July	1,860.00
Sales - Lunch - Guests	5,904.50
Sales - Lunch - Members	24,434.50
Sales - Membership - Application Fees	220.00
Sales - Membership - Associate	450.00
Sales - Membership - Full	4,340.50
Sales - Raffle	2,500.38
Sales-Activities Bastille Day Lunch	1,020.00
Total Trading Income	55,756.68

Gross Profit

55,756.68

Other Income

Interest Income	230.59
Total Other Income	230.59

Operating Expenses

Accounting & Audit Fees	62.00
Activites - Tours	275.00
Activites - Wine tasting	1,600.99
Activities - Exit Laughing	420.00
Activities - 21 Hearts	1,035.00
Activities - Ellingtons	1,863.40
Activities - Morning Melodies	801.85
Activities - Murder to a Tee	3,906.95
Activities - Proms	2,506.60
Activities - SUP	254.40
Activities Crab Lunch	593.02

Profit and Loss

2024

Activities Sicilian Lunch	425.70
Activity - Xmas in July	623.83
Bank Fees	70.00
Bookkeeping	1,265.70
Donations (expense)	3,657.60
Filing Fees	48.00
Insurance	1,220.00
Internet	395.47
Lunch cost - AV & venue hire	2,923.00
Lunch cost - High Tea	685.50
Lunch cost - Meals	27,257.50
Lunch cost - Speaker	877.46
Lunch cost - table decorations	694.33
Membership - badges	252.50
Membership - birthday gift	964.59
PO Box	154.00
Postage	123.80
Printing & Stationery	1,042.16
Raffle expense	3,347.89
Storage expenses	600.00
Website expenses	38.50
Total Operating Expenses	59,986.74

Net Profit

(3,999.47)

SUMMARY PWP REGULAR ACTIVITY GROUPS 2024

The regular activity groups continue to be the backbone of the Club. Many members maintain their membership simply to keep attending these friendship groups, which have been established over many years.

Quilting/Craft Group

Michele McNeill organises the roster for this group which meets on a Wednesday twice a month. The group provided a magnificent prize for the Christmas 2023 raffle, and we enjoyed a wonderful display of their work at the AGM.

Mahjong

Continues to be one of our strongest groups. It has remained at the Pagoda meeting every Monday. Thanks to Corinne Kilbee & Rhonda Metka for organising

Book Club

Also has remained at the Pagoda and held on the third Monday of the month. Tricia Crane has continued as the organiser. The book club choices are always worth investigating for yourself, even if you cannot attend meetings.

Walking

The small but tight-knit walking group continues to meet on Tuesday mornings. Sue Robb & Dee Van Eden will choose a location and send out an email on the Sunday before. Walks usually alternate between NOR and SOR, meaning there are options for everyone!

Cycling

Dee Van Eden is head of the Peloton and shepherds her small, but mighty group on a wide variety of rides, introducing different coffee shops along the way. The group sadly lost Kari Young and Christine McCarthy when they both returned to the USA during the year. Anyone is welcome to join – you don't have to be Tour de France worthy!

Movies

Sue Spalding stepped up to organise the movie group, and schedules movies for the first Friday of the month when she is in Perth. She emails everyone on the list with a movie selection and time. Email Sue if you would like to be added to her list. Usually, the movie will be at the Windsor in Nedlands.

Golf

Our golfers continue to meet on Tuesday mornings, enjoying a wide variety of courses around Perth. Sue Spalding continues to organise.

Discovery Coffee

If you want to know where the best flat white or cappuccino is being served, then Rhonda Metka is our "go to". As she keeps on reminding us "it's the SECOND last Friday in the month".

Curry

Held on the Final Friday of the month our Curry lovers continue to sample the best that Perth has to offer. Thanks to Corinne & Rhonda

Thank you to everyone who organises our groups. Our club would be the poorer without them.

Profit and Loss

Petroleum Women's Club of Perth
For the year ended 30 June 2024

Trading Income		Operating Expenses	
45th Brthday lunch	45.00		45.00
Donations - Fundraising (income)	1,878.80	Donations (expense)	3,657.60
Sales - Raffle	2,500.38	Raffle expense	3,347.89
Sales - Activities - 21 Hearts	1,040.00	Activities - 21 Hearts	1,035.00
Sales - Activities - Crab	585.00	Activities Crab Lunch	593.02
Sales - Activities - Ellingtons	738.00	Activities - Ellingtons	1,863.40
Sales - Activities - Exit Laughing	420.00	Activities - Exit Laughing	420.00
Sales - Activities - Garden tour	190.00	Activites - Tours	275.00
Sales - Activities - General	1,412.00		1,412.00
Sales - Activities - Morning Melodies	636.00	Activities - Morning Melodies	801.85
Sales - Activities - Murder to a Tee	3,226.00	Activities - Murder to a Tee	3,906.95
Sales - Activities - Proms	2,560.00	Activities - Proms	2,506.60
Sales - Activities - Sicilian	540.00	Activities Sicilian Lunch	425.70
Sales - Activities - SUP	256.00	Activities - SUP	254.40
Sales - Activities - Wine tasting	1,500.00	Activites - Wine tasting	1,600.99
Sales - Activity Xmas in July	1,860.00	Activity - Xmas in July	623.83
Sales-Activities Bastille Day Lunch	1,020.00	Activities - Bastille Day Lunch	1,020.00
	15,983.00		14,306.74
			1676.26
Sales - Lunch - Guests	5,904.50	Lunch cost - Meals	23,747.50
Sales - Lunch - Members	22,404.50	Lunch cost - Speaker	877.46
		Lunch cost - AV & venue hire	2,923.00
		Lunch cost - table decorations	694.33
	28,309.00		28,242.29
			66.71
		Lunch cost - High Tea	685.50
			-685.50
Sales - Xmas Lunch	2,030.00	Lunch Cost - Xmas	3,510.00
			-1480.00
Sales - Membership - Application Fees	220.00	Membership - badges	252.50
Sales - Membership - Associate	450.00	Membership - birthday gift	964.59
Sales - Membership - Full	4,340.50		1,217.09
		Accounting & Audit Fees	62.00
		Bank Fees	70.00
		Bookkeeping	1,265.70
		Filing Fees	48.00
		Insurance	1,220.00
		Storage expenses	600.00
		Website expenses	38.50
		Internet	395.47
		PO Box	154.00
		Postage	123.80
		Printing & Stationery	1,042.16
			5,019.63
	5,010.50		6,236.72
			-1226.22
Total Trading Income	55,756.68		
Bank Term Deposit Interest Income	230.59		230.59
Total Trading Income	55,987.27	Total Operating Costs	59986.74
Gross Profit/Loss			-3999.47

Balance Sheet

Petroleum Women's Club of Perth
As at 30 June 2024

30 JUNE 2024

Assets

Bank

CBA Account	7,904.36
Term Deposit	20,000.00
Total Bank	27,904.36

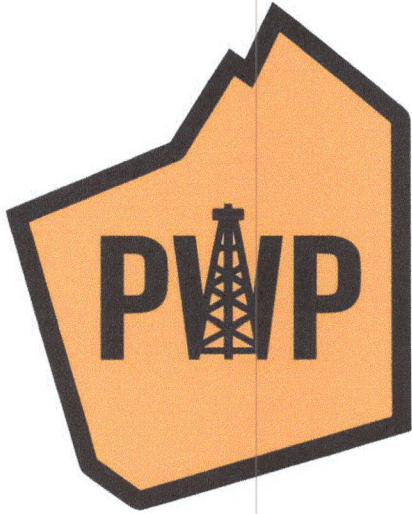
Total Assets	27,904.36
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Net Assets

27,904.36

Equity

Current Year Earnings	(3,999.47)
Retained Earnings	31,903.83
Total Equity	27,904.36



THE PETROLEUM WOMEN'S CLUB OF PERTH INC.

TO WHOM IT MAY CONCERN

Having reviewed and audited the books from July 2023 to June 2024, we found all the transactions in order with all payments correctly itemised.

Therefore, we have no hesitation in endorsing the above accounts.

Jane Ponsonby

Sarah Dale-Squires

17 September 2024

17 September 2024

Treasurer
Pauline Sedgwick

PWP LUNCHEES 2023-24

Held at the Pagoda Oct-Dec 23 and thereafter at Royal Perth Golf Club

October Author Dr Leigh Straw, Author of The Ballroom Murder and other crime stories. In attendance 53

November Cheryle Poultney Winston Churchill Memorial Trust. In attendance 40

December – Entertainment by Robert Graham. In attendance 78

January 2024 – Casual lunch at Tom’s Italian North Beach. In attendance 16

February - Salem & Melissa Domiati Longevity Lab – Talk centered on how to grow older, better. In attendance 66

March Jenny Davis O.A.M. Actor, Author, Director, Playwright Wrote & Produced 21 Hearts, the story of Vivian Bullwinkel. In attendance 48

April Stephen Satchell - former spokesman of the Taxi Industry Forum of W.A. Entertained us with stories of his life as a taxi driver In attendance 47

May Professor John Edwards, Emeritus Professor at Murdoch University and former Dean of the School of Veterinary and Biomedical Sciences. His talk was about the next pandemic. In attendance 49

June - Dr Amanda Curtin the author of novels Elemental and The Sinkings, short story collection Inherited, and a work of narrative non-fiction, Kathleen O’Connor of Paris. In attendance 41

July – Birthday lunch No Speaker

August Paralympian Catrina Porter OAM talked about her life as an athlete. In attendance 47

September Odaya Amsellam Cyber Security Expert. In attendance 40

October AGM – No Speaker Accordion Man entertainment & Display by Quilting & Craft Group

Annual Membership Report

Having taken over the PWP Membership from Robyn Tirabosco a few weeks ago whilst she was travelling, I had to re-acquaint myself with Microsoft Access which I last used working in Germany in 1998. I manage to use the database, but I would not know how to make any changes to the reporting or adding fields to the database. Assuming that not many members will have the knowledge either, it will always be difficult to continue maintaining this database in the future. Also, the database has 1215 entries when we only have 100 active members.

I will attempt to change this over to an Excel sheet which should be easier to use with the directory being issued as a Word-document, respectively pdf.file.

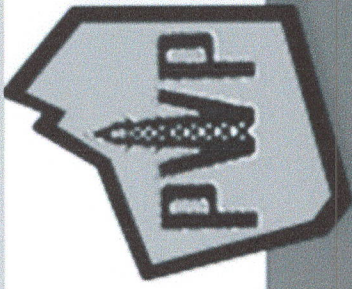
On the day of the AGM (10.10.2024), the membership count was as follows:

Associate	11
Country	1
Full	88
Total	100

10 members had not paid their membership fee by then and automatically cease to be members and 7 members had communicated that they were not renewing their membership, mainly due to personal reasons or because they have moved away.

Antje Robson

14.10.2024



**PETROLEUM
WOMEN of PERTH**

P.W.P. BOARD 2023-2024

President Sheena Kaighin

Treasurer Pauline Sedgewick

Secretary Anne Williams

VP Membership Robyn Tirabosco

VP Activities Antje Robson

VP Programs Christine Corey/Tricia Crane

Parliamentarian Jacqui Ure

Member at Large Lindell Negline



P.W.P. ACTIVITY CO-ORDINATORS

2023-2024

Mahjong – Rhonda Metka

Book Club – Tricia Crane

Cycling – Dee Van Eden

Quilting/Craft Michele McNeill

Walking Sue Robb/Dee Van Eden

Movies – Sue Spalding

Golf – Sue Spalding

Discovery Coffee – Rhonda Metka

Curry Club – Corinne Kilbee