

Croquet NSW Treasurer's Report – August 2022 Board

End of Year

The 2021/22 financial results are being audited. The unaudited results show a very strong end of year profit of \$58,396.

The main drivers of this profit were:

- Another year of strong investment performance from property trusts with total investment income being \$31,778
- Lawn maintenance expenses being less than budget. Tempe net costs were \$26,557.
- State team expenses were limited as the Eire Cup was held in NSW. CNSW ran a successful ACA championship and Eire Cup. The net cost of these events was \$291 after ACA increased its level of funding and Tempe being used as a major venue.
- Significant government funds for clubs. Grass roots payments totalled \$54,565 and additional Covid grant funding totalled \$27,909. The remaining available funds in the Covid accounts are \$126,491
- ACA affiliation fees were maintained at \$31 per member.

Profit was also much better than forecast in May, due to a number of favourable movements

- Lawn maintenance costs were much better than expected due to work being done by the Facilities Management Committee. An expected expensive mower service was not required. However some work was deferred to 2022/23 due to weather. Overall savings were \$9,917 compared with the May forecast
- Lower ACA affiliation saving \$5,634. ACA Affiliation fees were \$31 not the expected \$32
- Balancing grant income and outgo \$5,449
- End of year accrual adjustments for insurance \$4,323 as moving the cost of NSW paying for accident and travel insurance was shared between 2021/22 and next year, which will be 6 months.

The movement in net assets since May reflects the payment of ACA affiliation fees as well as distribution of Covid funding to hubs.

| Balance Sheet Movement | Jun 22 | May 22 | 2021 | 2020 | 2019 | 2018 |
|--|-----------------|-----------------|-----------------|-----------------|----------------|----------------|
| Bank Accounts | 549,491 | 429,463 | 83,353 | 235,145 | 65,776 | 142,871 |
| Aust Unity Trust (Healthcare Property) | 0 | 0 | 114,324 | 87,305 | 82,474 | 75,362 |
| Cromwell Trust (Direct Property) | 0 | 0 | 47,877 | 44,178 | 42,607 | 39,893 |
| Term Deposits | 95,747 | 309,081 | 308,897 | 233,700 | 228,700 | 223,122 |
| Bank and Investments | 645,238 | 738,544 | 554,450 | 600,329 | 419,558 | 481,248 |
| Other Assets | 64,353 | 83,266 | 75,479 | 22,711 | 24,695 | 13,667 |
| Total Assets | 709,591 | 821,810 | 629,929 | 623,040 | 444,252 | 494,915 |
| Total Current Liabilities | -19,463 | -18,226 | -19,513 | -23,051 | | |
| Coaching Accreditation | 0 | 0 | 0 | 0 | | |
| Player Pathway to Excellence | 0 | 0 | -3,689 | -3,689 | | |
| CoVid-19 Grant | -140,615 | -172,524 | -115,500 | -182,500 | | |
| Total Liabilities | -160,078 | -190,750 | -138,702 | -211,736 | -37,100 | -71,197 |
| Net Assets | 549,513 | 631,060 | 491,227 | 411,305 | 407,152 | 423,719 |

August Accounts

There has been minimal activity as shown in the attached Profit & Loss for July. The August accounts, presented at the September meeting will show the forecast for the six months to 31 December.

Change in End of Year

Members have approved the change in financial year end. I will now apply for the change in the Constitution to be registered with Fair Trading

Tournament Expenses

As you know, CNSW pays up to 90% of entry fees to the club managing a tournament, 9.1% goes in GST and CNSW keeps the balance of 0.9%. Until now I have been continuing the practice of paying referee expenses but it is time to reassess this. I have just received a claim for \$150 travel expenses from John Eddes (Sutherland) to referee at Jamberoo for the GC Handicap Singles. He was asked to do this by Lorraine Hatfield. There were 10 entrants for a total entry for of \$500. The club was paid \$450 including \$150 for managing the event. John's claim was received after the lawn hire claim was paid.

Discuss: Should referee travel expenses be referred to the host club or continue to be paid by CNSW. If paid by CNSW should there be a reduction in the club management fee?

Expenses Requiring Approval

The Pye Landscapes bill for July was \$2,090.86 reflecting grounds maintenance as well as some leftover work from June which was deferred due to rain.

I have paid for the upgrade to GoDaddy to Microsoft email. The total cost is \$2,372.23 and I request reimbursement against the receipts I have.

Motion: Payments be approved

Investments

AMP Bank only accept business term deposits from do not accept deposits from organisations, only sole traders. Proceeding with ME bank with \$125,000 for 9 months and \$125,000 for 12 months. This leaves \$250,000 to be investment elsewhere.

Finance Policy

I have presented a revised finance policy. There is no substantive change just slightly increase limits and reflecting the timing of MYOB processing. All of our transactions are electronic now so they are automatically recoded in the banking system.

Motion: That the new Finance Policy be approved

Assistant Treasurer

Lisa Kelshaw has resigned as Assistant Treasurer as our change in financial year does not her work scheduling. We need to recruit a replacement but the job will be easier if we also have a Tournament Payments manager. Tournament payments often require extra research due to inadequate data. This is frustrating when processing other accounting entries on. The timing of entry reconciliations is also better done at a different time to MYOB processing.

We have had discussion about how to handle tournament entries within the MYOB system. Tournament entries often require follow up and are usually reconciled at different times to end of month accounting entries. Longer term I believe that a separate role should deal with this but in the meantime I recommend that a separate bank account be used for tournament entries. Processing would still be on MYOB. This separation should make it easier to recruit an Assistant treasurer or lower costs if an external resource is used.

Motion: That a separate Bendigo Bank account be established for tournament entries with signatories being treasurer and board member responsible for AC and GC.

Membership

There are now 3,061 affiliated playing members plus 7 juniors compared with 2,961 plus 7 on August 24, 2021. Usually, CNSW membership drops down to about 2,950 at the end of August but it looks like numbers are holding up well.

Steve Miles - CNSW Treasurer, 17 August 2022

Profit & Loss

July 2021 To June 2022

| | 2021/22 YTD | 2020/21 YTD | Full 2020/21 | Forecast Error | Last Month's Forecast 2021/22 | Comments |
|---|----------------|----------------|-----------------|-------------------|--|---|
| Income | | | | | | |
| Affiliation Fees | 134,883 | 127,966 | 128,066 | -64 | 135,347 | |
| Tournament Entry Fees | 23,726 | 21,772 | 21,772 | 1,399 | 22,326 | Accrual for EOY |
| Office of Sport Grant Income Recognised | 82,474 | 67,000 | 67,000 | 15,423 | 67,051 | Balance of 2020 grant to be spent 2022/23 |
| Merchandise Profit | 455 | 77 | 77 | 255 | 200 | Some write offs and lost |
| HQ Lawn & Equipment use | 4,615 | 673 | 683 | 0 | 4,615 | Income from CRCC and Corporate Hire and CNSW |
| Presentation Day Income | 0 | 0 | 0 | 0 | - | Allocation error to be followed up |
| Other Income | 0 | 0 | 0 | 0 | 0 | As forecast |
| AC Nationals Income | 9,846 | 0 | 0 | 0 | 9,846 | Eire Cup Receipts plus dinner plus ACA Income |
| Insurance Levies | 8,693 | 11,398 | 11,398 | 2,419 | 6,274 | 2022 Renewal Paid, averaging from 2021 |
| Office of Sport Grant | 15,000 | 15,000 | 15,000 | 0 | 15,000 | |
| Investment Income | 31,778 | 31,753 | 31,548 | 472 | 31,306 | Lower int rates but MF sold in Jun 2022 |
| Other small items | 537 | 99 | 304 | 305 | 233 | |
| Total Income | 312,008 | 275,738 | 275,848 | 19,810 | 292,198 | |
| Expenses | | | | | | |
| ACA Affiliation Fees | 80,185 | 40,370 | 40,370 | -5,634 | 85,818 | ACA \$31 not \$32 |
| ACA Entry fees | 545 | 0 | - | -0 | 545 | |
| Office of Sport Club 2022 Grass Roots Funding | 54,565 | 67,000 | 67,000 | -17,935 | 72,500 | Matched by Income |
| 2020 Covid Funding Grant | 27,909 | 0 | 500 | 27,909 | | Matched by Income |
| Lawn Maintenance | 21,583 | 14,973 | 14,973 | -6,917 | 28,500 | Expense savings YTD |
| Lawn Renovation | 9,609 | 22,555 | 22,555 | 0 | 9,609 | |
| Cooks River Croquet Club | 0 | 15,000 | 15,000 | 0 | | CRCC no longer manage lawns |
| Hubs | 0 | 0 | 0 | 0 | | First 2 years from Grants |
| HQ Overheads | 283 | 311 | 311 | -1,217 | 1,500 | Office refurbishment |
| Printing | 89 | 183 | 183 | 17 | 72 | |
| Stationery | 410 | 17 | 17 | 235 | 176 | |
| Postage | 1,181 | 338 | 338 | 1,051 | 130 | No printed newsletter or annual reports |
| Telephone | 0 | 8 | 8 | 0 | 0 | |
| Computer Expenses | 2,940 | 2,025 | 2,025 | 690 | 2,250 | Extra website and email costs |
| Catering & Housekeeping Outgo | 0 | 0 | - | 0 | 0 | Kitchen Costs at Tempe |
| Presentation Day Outgo | 0 | 0 | - | 0 | 0 | Cancellation from 2021 |
| Gala Day | 0 | 0 | - | 0 | 0 | |
| Legal Fees | 0 | 0 | - | 0 | 0 | |
| IT Fees | 260 | 0 | - | 0 | 260 | Assume website against grants in 2022] |
| Audit Fees | 1,700 | 1,800 | 1,800 | -100 | 1,800 | |
| Accounting Fees | 200 | 200 | 200 | 0 | 200 | GST returns |
| Other Consulting Fees | 0 | 0 | - | 0 | 0 | |
| Club Lawn Hire | 10,021 | 7,124 | 7,124 | 521 | 9,500 | Late Payments |
| Referee Instruction & Exam | 0 | 0 | 299 | -99 | 99 | |
| Tournament Expenses | 448 | 983 | 684 | 12 | 436 | |
| Coaching Expenses | 1,392 | 3,340 | 3,234 | -608 | 2,000 | Coaching rollout |
| Repairs & Maintenance | 1,365 | 0 | - | -3,000 | 4,365 | Mower |
| Croquet Equipment | 0 | 0 | - | -1,359 | 1,359 | CRCC Hoop Payment still outstanding |
| State Teams | 3,321 | 2,239 | 2,239 | -479 | 3,800 | Eire Cup in NSW \$3,800, ISS no expenses yet |
| Juniors Exps & Schools Grants | 0 | 0 | - | 0 | 0 | Not yet required 2022 |
| Trophies | 3,816 | 845 | 845 | 564 | 3,253 | Engraving and Pins |
| Travel & Accommodation | 3,905 | 1,601 | 1,601 | -299 | 4,203 | AC Laws launch, Coaching, Board travel Eire Cup |
| Sport NSW | 423 | 423 | 423 | 0 | 423 | Annual subscription |
| Publicity | 0 | 0 | - | 0 | 0 | |
| Board Member Training | 1,365 | 0 | - | 85 | 1,280 | |
| Corporate Insurance | 12,968 | 11,448 | 11,448 | -1,904 | 14,872 | Journal impacts to average insurance |
| Depreciation | 2,946 | 2,571 | 2,571 | -625 | 3,571 | New Defib |
| Other Expenses | 0 | 0 | 53 | -85 | 85 | |
| 2022 AC National Championships | 10,137 | 500 | - | -1,549 | 11,687 | Club Outgo, Release \$3,000, Live Stream to grant |
| Other Small Items | 45 | 53 | 106 | -155 | 200 | |
| Total Expenses | 253,612 | 195,908 | 195,908 | -10,879 | 264,491 | |
| Profit being.... | 58,396 | 79,830 | 79,940 | 30,689 | 27,707 | |
| Operating Profit | 32,810 | 75,606 | 75,920 | 27,916 | 4,894 | |
| Buiding Fund | 25,586 | 4,224 | 4,020 | 2,773 | 22,813 | |

Croquet NSW
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Profit & Loss Statement

July 2022

| Income | | | | |
|----------------------------|--|----------|------------|-------------------|
| Tournament Entry Fees | | | \$2,499.81 | |
| Merchandise Sales | | | \$263.64 | |
| Bendigo Bank Interest | | | \$19.49 | |
| Postage charged | | | \$36.59 | |
| Total Income | | | | \$2,819.53 |
| Total Cost Of Sales | | | | \$0.00 |
| Gross Profit | | | | \$2,819.53 |
| Expenses | | | | |
| Administration Expenses | | | | |
| Printing | | \$16.74 | | |
| Stationery | | \$41.10 | | |
| Postage | | (\$2.00) | | |
| Computer Expenses | | \$63.64 | | |
| Club Lawn Hire | | | (\$196.00) | |
| Coaching expenses | | | \$653.06 | |
| Trophies | | | \$87.27 | |
| Travel & Accommodation | | | \$32.73 | |
| Depreciation | | | | |
| Suspense | | \$105.00 | | |
| Total Expenses | | | | \$801.54 |
| Operating Profit | | | | \$2,017.99 |
| Total Other Income | | | | \$0.00 |
| Net Profit/(Loss) | | | | \$2,017.99 |