

## 2019 TREASURERS ANNUAL REPORT

AGM Meeting Date: Yet to be Set

It is with great pleasure I present to you the Club's financial statements for the year ending 31 December 2019.

2019 saw the Club return a profit of \$196 (*2018 was a loss of \$13,784*)

### Total Revenue

**\$135,781**

<b>TRADING REVENUE:</b>	<b>2019</b>	<b>2018</b>
Bar Sales	77,296	74,504
Venue Hire	32,357	14,704
Memberships	2,200	2,259
Other Revenue	14,130	4,991
Events	9,798	

Bar Sales revenue increased by 3.75% on 2018. An increase in booked events has helped to contribute to overall sales, there is still a lack of patronage on Thursday and Friday.

2019 venue hire revenue was helped with permanent hire of the board room to Ventia as their base of operations while WestGate tunnel project is underway.

Venue Hire revenue increased by 220% on 2018, largely due to Ventia. With Ventia contributing 34.24% of venue hire income. We also secured several commercial bookings including PlanetK9, Gateway Community Services and the Department of Human Services. There is ongoing interest for more regular bookings from some of these commercial customers. As well as community groups such as Tai-Chi on a regularly basis.

We've seen a small decline in financial club members.

Other revenue of \$14,130 relates to range of income sources, from unclaimed Bonds, Ventia payment for air-con, raffles, SFM eftpos fees collected etc.

Event income is primary taking from the gate from the monthly slow food market.

**Total Cost of Sales and Operating Expense****\$ 135,585**

<b>Expenses</b>	<b>2019</b>	<b>2018</b>
Cost of Sales	42,656	29,057
Advertising	0	785
Bank Fees	68	24
Cleaning	9,152	6,302
Consulting & Accounting	650	546
Depreciation	0	505
Fees and Licences	1,628	2,172
Freight & Courier	233	77
General Expenses	2,301	1,449
Insurance	3,280	2,836
Power and Gas	8,481	5,540
Printing & Stationery	207	236
Rates & Taxes	3,315	3,550
Rent	2,164	2,136
Repairs and Maintenance	7,134	2,970
Security	225	880
Square Fees Account	1,868	617
Stripe Fees	0	0
Superannuation	2,695	3,772
Telephone & Internet	2,432	2,396
Wages and Salaries	45,292	42,328
Waste Removal	1,803	2,066

Cost of Sales has increased without a corresponding increase in bar prices.

Wages and Salaries - during 2019, the Club employed a part time Bar Manager to manage the day-to-day running of the Club and to manage staffing for regular club opening hours and functions. This is a significant area of cost for the Club and represents 51% of expenses and 33% of trading income.

Cleaning – is now done by Melissa Taylor, who is also part time bar staff. Cleaning costs reflect the cost of cleaning materials and salary paid to Melissa.

Rates & Taxes - includes water rates and usage charges of \$2304 and 2019 council rates.

Repairs and Maintenance - 2019 spend was significantly up, due to maintenance on air-conditioning units and ice maker. Also, these costs include the purchase of new air-con unit for the board room, which was reimbursed by Ventia (included in income)

Insurance – includes General Liability, ISR and WorkCover premiums.

Telephone and internet – current telephone and internet charges don't provide the club with adequate internet service, currently looking into alternatives

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### **ATO – Taxes and Fines**

The previous committee failed on several occasions to pay PAYG & GST taxes, this has resulted in \$1446 of unpaid tax and \$3300 in Fines. We have been able to get the ATO to reverse the fines and the RSL is now on payment plan to repay the ATO debt.

### **Achievements Dec 2020 to March 2020**

In the short time this committee has been in place it has achieved the following;

- Revised the way we use Square and Xero to make simpler accounting practices
- Moved away from journal fixing of accounts – this lacks accountability
- Improved invoicing procedure
- Implemented Stripe payment gateway for Venue hire invoices – so we can recover the cost of credit card payments
- Extended deadlines for grants from Hobsons Bay
- Sorted out rates & rent - rent was incorrectly paid to rates account at HBCC and rates were not been paid properly
- Moved to Office365 for better email and collaboration – for free
- Moving us to OneDrive as its free cloud storage and will reduce cost of dropbox
- Registered domain names skrsl.com.au & skyrsl.com.au (if we want to use this in the future) to make email communication easier and migrated all email to new domain name and Office365
- Built a Website for the RSL, will grow this over time
- Contributed to the Westgate Neighbourhood grant – meeting vendors, builders, supplies and building a budget for submission of \$800,000
- Pro-Bono Accounting help from By The Numbers Accounting
- Meeting with Council regarding extension of lease
- Setup multiple bank accounts so that we can manage funds for grants vs operational costs separately and ensuring we are setting aside funds for our liabilities – such as Super and Tax
- Setup a Bar Visa/Debit card, so that bar provision can be purchased without having to reimburse staff – simplifying the process of reconciliation and accountability.

**Conclusion**

While the Club's financial result for 2019 was no great it has improved significantly on 2018. It has been a positive year with the membership base growing, commercial interest in the facilities increasing, projects being completed to improve the facilities, and the Club's community presence increasing.

A continuing focus on managing those costs that are within our control is imperative.

The foundation for the future of the Club is certainly being laid and I am looking forward to seeing how that develops into financial results for the club.

Peter Leslie  
**Treasurer**  
**Spotswood Kingsville RSL**

## Profit and Loss

### Spotswood Kingsville RSL Sub Branch For the year ended 31 December 2019

	2019	2018
<b>Trading Income</b>		
Bar Sales	77,297	74,504
Donations / Appeals	754	-
Events	9,798	-
Food Sales	1,485	-
Memberships	2,200	2,259
Other Revenue	11,890	4,991
Stripe Fee Recovery	-	-
Venue Hire	32,357	14,704
<b>Total Trading Income</b>	<b>135,782</b>	<b>96,458</b>
<b>Cost of Sales</b>		
Bar Provisions	5,069	2,642
Event costs	786	636
Liquor Purchases	36,801	25,779
<b>Total Cost of Sales</b>	<b>42,656</b>	<b>29,057</b>
<b>Gross Profit</b>	<b>93,126</b>	<b>67,401</b>
<b>Operating Expenses</b>		
Advertising	-	785
Bank Fees	68	24
Cleaning	9,152	6,302
Consulting & Accounting	650	546
Depreciation	-	505
Fees and Licences	1,628	2,172
Freight & Courier	233	77
General Expenses	2,301	1,449
Insurance	3,280	2,836
Power and Gas	8,481	5,540
Printing & Stationery	207	236
Rates & Taxes	3,315	3,550
Rent	2,164	2,136
Repairs and Maintenance	7,134	2,970
Security	225	880
Square Fees Account	1,868	617
Stripe Fees	-	-
Superannuation	2,695	3,772
Telephone & Internet	2,432	2,396
Wages and Salaries	45,292	42,328
Waste Removal	1,803	2,066
<b>Total Operating Expenses</b>	<b>92,929</b>	<b>81,185</b>

Profit and Loss

	2019	2018
<b>Net Profit</b>	<b>197</b>	<b>(13,784)</b>