

Chillagoe Caving Club

Annual Report

2019





The Chillagoe Caving Club was formed in Chillagoe at an inaugural meeting on 23rd April, 1973 with 16 persons present. The intention of forming the Club was to bring together the active cavers already in the area to enable them to share their knowledge, expertise and equipment, and to foster caving as a sport and a science, particularly in the Chillagoe area.

The Club became an Associate of the Australian Speleological Federation not long after the Club was formed and voted to become a Corporate Member at the Annual Meeting in 1995. The Club was incorporated under the Queensland Associations Incorporation Act of 1981.

Full Membership of the Club stands at 48 with an additional 18 Novice 'Introductory' Members as at the end of March, 2018. The Club has become well recognized by Australian and overseas cavers and scientists as an invaluable contact in relation to Chillagoe and the surrounding areas.

The Club has an established Clubhouse in Chillagoe for the accommodation of members caving in the area.

Chillagoe Caving Club
PO Box 92, CAIRNS QLD 4870. AUSTRALIA
ABN 52 614 187 726

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Safety Coordinator Mark Beattie	Front Cover Photo	
	Pixieland, Carpentaria Cave, Chillagoe © Winfried Weiss 2019	
Training Coordinator Paul Osborne	Back Cover Photo	
Membership Coordinator Joy Burton	Royal Arch Tower, Chillagoe © W.Weiss 2018	
Social Media & Activity Coordinator Lars Nauheimer	Editor: Winfried Weiss	
Webmaster Paul Osborne		
WH&S Compliance Officer Jeff Cotter		
Photo Librarian Peter Bannink		
Environmental Conservation Officer Peter Bannink		

MINUTES OF THE 2018 ANNUAL GENERAL MEETING 21st April 2018.

1. OPENING

The meeting was opened at 19:30hrs. by President, Paul Osborne

2. PRESENT

Paul Osborne, Winfried Weiss, Peter Bannink, Max Emeny, Sue Jenkins, Mark Beattie, Grant and Deanne, Lars Neuheimer, Joy Burton, Robert Zemeskal, Tull Scott, (11 Members).

The President announced that a Quorum was present at the meeting. Eleven financial members and life members were required to make the meeting duly constitutional.

3. APOLOGIES

Phil Harrison, Alan Cummins, David Cummins, Cherie Alford, Catherine Beattie.

4. MINUTES

Minutes of the 2017 Annual General Meeting held on the 13th May 2017 were read by Paul Osborne and Peter Bannink. Paul Osborne moved to accept 2016 minutes, seconded by Peter Bannink, all in favour.

5. Business arising from the MINUTES

- None

6. ANNUAL REPORTS

Additions to the President's Report

- UIS conference – both field trips went very well;
- SRT gear obtained – number of sets for the Club;
- Insurance issues and decision of management committee;
- Roofing project – in hiatus as not quite enough in donations;
- See written report submitted prior to meeting;
- President will be retiring this time around;

Additions to the Treasurer's Report:

- Please see written report;
- Joy has spent the year familiarising herself with the role;
- Bank balances are positive – about \$9,000;
- Membership a bit down on last year, but camping was up;
- Currently not paying the building insurance fee as it has now risen to twice what it was last year. \$5,000 plus is not feasible. To be discussed in general business;
- Discussion in relation to bank account access and security. Also discussed transparency and who should be able to check account status. Treasurers to organise internet banking and access;
- Bendigo Savings (approx \$500) to be merged into Commonwealth bank account;
- These issues to be sorted out by the next Management Committee.

Additions to other reports

- No additions

Paul Osborne moved that additions to reports be accepted, Joy Burton seconds, all in favour;

7. MOTION

The primary discussion to be ratified is that the Management Committee decided not to insure the buildings, as the costs have doubled. The cost now is \$5,500 for building and contents. We do keep the public liability insurance current, and this costs about \$1,500.

At this time the membership seems content to follow the MCs direction on this matter. Discussion was had in relation to creating a sinking fund for building replacement. Other way of doing it is to make a group decision to set aside a certain amount of money as a reserve, then to take that into account with spending.

Discussion as to opening a sinking fund bank account that is interest bearing.

Motion: The decisions of the Management Committee made during 2017/18 to be accepted by the membership.

Moved: President (Paul Osborne), Seconded: Robert Zemeskal

All in favour – management committee decisions approved.

8. EINSTEIN AWARD

Tegan Whitehead – losing the President's coffee and not taking lunch caving.

Winfried Weiss – took lots of water, then left it behind, whinged bitterly about being nominated!

Winfried wins the EINSTEIN AWARD for 2018.

10. ELECTION OF OFFICE BEARERS

Paul has vacated the President's role. Grant has agreed to chair the meeting in the meantime.

President

Nominations: Paul Osborne was nominated but declined. Winfried was nominated and accepted. Max Emeny was nominated but declined. Winfried elected President with all in favour.

President: Winfried Weiss

Vice President

Nominations: Paul Osborne nominated by Winfried Weiss, seconded Sue Jenkins, and accepted. Nil other nominations.

Vice President: Paul Osborne

Treasurer

Nominations: Joy Burton nominated by Peter Bannink, seconded by Grant Polomka, and accepted. Nil other nominations.

Treasurer: Joy Burton

Vice Treasurer

Nominations: Peter Bannink nominated by Joy Burton, seconded by Paul Osborne, and accepted.

Vice Treasurer: Peter Bannink

Secretary

Nominations: Max nominated by Robert Zemeskal, seconded by Sue Jenkins, and accepted. All in favour.

Secretary: Max Emeny

Other non-executive Positions

Vice Secretary:	Mark Beattie
Tagging Officer:	Max Emeny
Tackle Keeper:	Max Emeny
Safety Co-ordinator:	Mark Beattie
Training Co-ordinator:	Paul Osborne
Membership Co-ordinator:	Joy Burton
Social Media and Activities:	Lars Neuheimer
Webmaster:	Paul Osborne
WH & S:	Jeff Cotter
Photo Librarian:	Peter Bannink
Environment & Conservation:	Peter Bannink
Survey and Records:	Peter Bannink

All positions have now been filled.

11. GENERAL BUSINESS

11.1 Clubhouse Protocol

The protocol has been significantly redrafted and needs to be ratified. Paul has updated it to include included a dog policy and group behaviour policy in the protocol.

Dogs – bringing dogs to the Clubhouse is restricted and requires consent from the caretaker, as well as keeping them on a leash.

Groups – need to book via email, confirm with caretaker 2 weeks prior, are limited to old school house and ablutions block unless specifically arranged. They must also remove all their rubbish as the tip now has limited hours. Premises must be cleaned to same standard as pre-arrival. See updated document for full details.

NOTE – put up rubbish tip hours in the Club house.

Motion: That the updated Clubhouse Protocol be accepted as amended. (moved Paul Osborne, seconded Sue Jenkins). All in favour – motion carried.

11.2 Inform membership of rope and pulley purchases – purchase for upcoming training exercise

MC voted to buy rope and pulleys. This has been ordered. Updating the membership on progress. Nil issues raised by the membership about this.

11.3 Short term membership options

Paul is to report back to ASF Council on what we want for membership options. Peter and Paul argued that we need a short-term option. The introductory \$55 option is only available to someone once. Then you are required to pay \$98. Perhaps the membership forms need updating to reflect this – rewording.

Discussion in relation to a one off weekend fee? People don't complain about the \$55 fee at present though. It was mentioned that the teenage to 20 year old group is often short of money... so maybe the week membership is worth looking at. This may be a difficult proposition as it would require agreement from ASF.

Should also be clear to differentiate that club members can run non-club trips, and still utilise the Club for facilities, as long as the camping fees are paid.

There must be a strong differentiation between private trips and Club trips.

It is reiterated that only Club members can use the Club gear. Helmets can be used by others, but only with specific permission of the MC.

Lengthy discussion – Paul to do some more researching and thinking about this and come back to MC.

11.4 Internet banking

A decision was made to move in this direction, for ease of use and for transparency. Management Committee to follow up.

11.5 Management Committee communication

Info@chillagocavingclub.org.au to be expanded a bit to the extended MC committee. It is important to cc others on the email list into the meetings. This will provide a better decision making process in the long run.

Possibly run MC committee meetings via Skype, or primarily by email. Or teleconferences – Winni to check up.

People with positions to be included into the MC committee meetings, with final decisions to continue to be made by the MC as defined in the Constitution.

11.6 Membership cards

Do we need to continue with this card? It is a bit of an anachronism these days that costs money and time. No one is keen to do them. Decided that this is no longer necessary, and the meeting has decided not to print membership cards in the future.

Maybe a keyring item or something similar to market it?? No appetite for marketing stuff.

We still have stickers.... Maybe the old merchandise from Chillicon can be written off to be giveaways.

Motion: That we write off all old merchandise from Chillicon 2011 (stickers, hats, cups, some shirts) and they are open to members and then to others. (Moved Winfried Weiss, seconded Robert Zemeskal. All in favour – motion carried.

11.7 ACKMA membership

National meeting in Chillagoe next year. Club has been asked to participate. Club would be happy to take people for trips, but we must join again. It is about \$50.

Motion: That we re-join ACKMA and support the ACKMA conference in Chillagoe next year. (Moved Winfried Weiss, seconded Max Jenkins). All in favour – motion carried.

11.8 Newsletters

Need updated email lists of current members. This will be updated with the membership list. There is a group set up that Peter has.

There will be some newsletters, but not anything regular.

11.9 Gender Associations in toilet block

This has been put up by schools to direct students – does not apply to club members. The chalk directions can easily be wiped off the wall.

11.10 Clubhouse maintenance goals

Roof is an issue that needs to be addressed. We did not quite make the co-contribution threshold required to apply for a grant to do the lot. We will have to consider what to do in the future.

11.11 Future Caving expeditions

Canvassed interest for:-

Germany
PNG
Kyrgystan

Possibly in 2020.

Meeting closed at 10pm.

PRESIDENT'S REPORT 2018-19

I'm pleased to report that the year has passed with the Club in good shape. In fact, the future is looking better and better thanks to some membership growth and DEFINITELY thanks to the efforts of life member Paul Osborne who obtained a grant to reroof the Clubhouse! This is going to ensure that our facilities remain viable for years to come.

The grant involves \$35,000 plus club contributions which will be used to reroof, repaint and generally fix up the Clubhouse. This should take place within the next few months and anyone who wishes to assist the builders is welcome to let the management committee know.

I would also like to thank the many Club members who have put their own effort and time into maintaining the grounds and facilities. Water pipe replacements, mowing, general clean ups, building maintenance and tree trimming are just a few of the unremarked jobs that keep things going.

Club members might notice that we have had to remove the large tree at the front of the Clubhouse that was used for SRT practice. Unfortunately it had started to split at the top and was dangerous. Cutting it down involved the use of lots of ropes and rigging (Thanks Alan C) and an entire morning of cutting things up with a chainsaw. We now have firewood for about five years. Once cut, it was ascertained that the tree was in fact filled with dirt and that the wood around the circumference was about two inches thick! Amazing that it lasted so long.

In terms of governance:-

- We need to continue to work collaboratively with national parks and ensure that members abide by the conditions of our Park permit;
- Consideration will need to be given to a proposal by the ASF to amend the due date for annual membership fee payments so that they are due on the 31st of July each year. As President I have indicated in principle agreement with this proposal.
- The Club's policy on trip leaders is up for discussion (please see Training Co-Ordinator's report).
- The movement of novice members to full members has been in abeyance for some time and will be considered by the new management committee. The requirements for becoming a full member and the application process also need to be reviewed and disseminated.

That's about it for the year. I would like to thank everyone for their efforts, particularly the members who have held positions this year. The Club's work needs to be shared around to ensure we continue into the future and I would encourage everyone to consider putting their hand up.

Winfried Weiss (**President**)

April 2019

TREASURERS REPORT 2018-19

TBA

Joy Burton (Treasurer) & P. Bannink (Vice Treasurer)
March 2018

CAMPING FEES 2018/2019

Full Members	\$ 6.00 per person per night
Novice/ Introductory Members	\$ 8.00 per person per night
Member Students (under18 school age)	\$ 3.00 per person per night
Other ASF Member Clubs or Group Bookings:	\$ 8.00 per person per night
Non Members	\$ 12.00 per person per night
Non Member Students (under18 school age)	\$ 5.00 per person per night

Membership Fees for 2018/2019

15th March 2018 on

Our Constitution indicates that fees become due on 1st May each year and must be paid by June 30th of that year to ensure that insurance cover available through the ASF Insurance Policy continues after June 31st of that year. To enable the Club to function early payment of fees is necessary, and the Management Committee would appreciate your prompt payment.

Fee Structure is as follows:

• Single Members (including full year ASF Fee)	\$98.00
• Family (including full year ASF Fees of \$119)	\$180.00
• Family – Single Parent (including full year ASF Fees of \$85)	\$130.00
• Student Members (membership - including full year ASF Fee of \$45)	\$75.00*
• Introductory Weekend Caver (novice membership - including 1 year ASF Fee)	\$55.00^
• Introductory Weekend Caver (student novice membership - including 1 year ASF Fees)	\$50.00^
• Inactive Life Members (ASF Fees only)	\$20.00
• Active Life Members (ASF Fees only)	\$68.00
• Single Club Members (without ASF Fees)	\$30.00

* - Students including those attending Primary or Secondary Schools who cannot be included in a family membership.

^ - **As of January 2015 the ASF introduced a 12 month introductory ASF fee of \$20** , Cavers who continue membership of the ASF after this time pay the annual fee of \$43 for Students or \$68 for adults as per their fee schedule.

- While it is intended that all active members join ASF some existing members, who are no longer active cavers, are continuing as Club Members only.

Please note: a major component of the ASF fees is insurance which needs to be paid by all active members of the club, especially those intending to cave in National Park area's and Reserves.

Membership Fees can be paid either by cash or cheque to the Treasurer, or direct to the Club's bank account. If paying by Internet Banking or by direct deposit please email the details to the Treasurer, Joy Burton, preferably by *e-mail*: ChillagoeCavingClub@info.com.au. You must advise the Treasurer, the date of the deposit, the amount deposited, and its purpose. It is possible for this information to be made available by your bank, please request that the detail of payee and purpose of payment be included for listing on the Club's account statement. For direct banking please deposit funds into the Club's Commonwealth Bank account at any local branch.

Commonwealth Bank - Account number: BSB 064804 A/C 00912281.

TAGGING OFFICER'S REPORT

No tagging reports submitted.

TACKLE KEEPER'S REPORT

My last trip to Chillagoe was in October last year. Up until then our tackle stocktake showed we had not lost any gear and it was generally in good condition. We do need to keep an eye on the 9mm Sterling Ropes, they were starting to show some signs of wear/damage to the outer sheath.

Many of the old red helmets were sold.

I will carry out a stocktake when I come out for the AGM and we can add it to the minutes.

SAFETY CO-ORDINATOR'S REPORT

Nil report for the year.

BUILDING AND MAINTENANCE REPORT

Please see verbal report to be delivered at AGM – Paul Osborne

ENVIRONMENT & CONSERVATION REPORT

There is nothing to report on the Environment and Conservation front. I did not go caving at all in the 2018/2019 caving period and did not get any issues highlighted through club correspondence!

P. Bannink

PHOTO LIBRARIAN REPORT

Two hard drives were purchased for maintaining the clubs archival photos and it's electronic data. Peter transferred all his digital mapping and administration data to these drives. The (white ant damaged) hard copy collection is still in storage at Peter Banninks' residence. The Clubs Library is still in storage at Miriam Robinson's house in Cairns and need to be retrieved and stored with a current active member!

P. Bannink

TRAINING CO-ORDINATOR REPORT

The past year has seen a slow down on the intake of new cavers mainly due to the lack of Trip Leaders willing to take on trips.

Trip Leaders and the lack of has been an issue for many years and although the idea was solid in advocating a detailed Trip Leader training scheme, it hasn't proved to be popular with only one new Trip Leader being approved in the last year.

There have been complaints from members about the lack of communication re organised trips. The events coordinator always emails the Trip Leaders to ask if anyone is available to lead trips on a club weekend and rarely gets sufficient response to advertise the event. Many club weekends have been cancelled over the last year due to this problem.

The current system has led to an expectation that the club will provide Trip Leaders in a similar way to a tourism business provides paid staff to act as guides in a particular activity. This is reasonable assumption by prospective cavers given the number of adventure tourism activities available on a commercial basis.

The reality is that this is a club, there are no paid employees and it is the responsibility of all members to assist in making it run smoothly. Trip Leaders are volunteers only and do pay the same costs of getting to Chillagoe, membership and camping fees as anyone else.

The club risks collapsing due to a lack of Trip Leaders/members if we don't address the problem in a new light.

There is no requirement for us to have trip leaders except for caving in a National Park. There are no written specifications for trip leaders in the ASF and most clubs have either no requirement or just nominate a member on the day to take on the role.

There is also a certain legal responsibility placed on an accredited Trip Leader which the Trip Leader is not currently indemnified against.

I am proposing that we abandon the current horizontal trip leader requirements at least for non-National Park Caves and replace it with "For Club trips, a trip leader who is a full member of the club will be nominated by the group prior to the trip commencing and recorded in the club records held at the clubhouse".

Should discussion lead to an agreement to the above then we can address the nuts and bolts of the proposal.

On a brighter note, the 2018 Vertical Rescue Training Course organised by Steve Morgan was a huge success. The First day was a bit daunting but as we all started the hands on participation it all became clearer. Al Warild did a commendable job of imparting his incredible knowledge accumulated over a lifetime. I think all involved would agree that we are now much better prepared should the unlikely event of a stretcher rescue be needed.

Paul Osborne

WEBMASTER REPORT

This job has been dealt with by a number of management positions during the year. Each club officer occasionally has an issue with a particular function and has directly addressed this with Kim, the website manager who has been very helpful whenever there has been an issue.

The website and Facebook pages have been working well and provide reasonable communication between members for organising trips and other events.

Possibly the biggest problem is that when some glitch happens with the website and email system, we don't know about it until someone complains. This sometimes takes quite a while.

If members become aware of a problem accessing documents or part of the website please let the webmaster or Management Committee know about it immediately at info@chillagocavingclub.org.au or by personal email/phone. Similarly, double check that the Management Committee has received your communication if you don't get a reasonably prompt response.

The Facebook page is a tool for organising trips. I encourage members to use it to let people know that they are interested in doing a particular trip which doesn't have to be a club weekend or weekend.

I would also encourage that people respond to emails and posts to let the organisers know that you are or are not available to make a particular trip.

Paul Osborne

FINANCIAL REPORT

CHILLAGOE CAVING CLUB INC.

ABN 52 614 187 726

**FINANCIAL REPORT
FOR THE YEAR ENDED
28TH FEBRUARY 2019**

**Joy Burton
CCC Treasurer**

**Peter Bannink
CCC Vice Treasurer**

DRAFT

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CHILLAGOE CAVING CLUB INC.
(ABN 52 614 187 726)

STATEMENT OF RECEIPTS AND EXPENDITURE
FOR THE YEAR ENDED 28TH FEBRUARY, 2019

2018		2019	2019	2019	
<i>Membership Buildings Sales</i>					
<u>Receipts</u>					
5,983.50	Membership Fees	5,471.00			
185.00	Tackle Hire	245.00			
 <u>Bank Interest</u>					
0.00	Commonwealth	0.00			
0.00	Bendigo Bank	0.00			
 <u>Chillagoe Property</u>					
3,000.00	Rent Received	3,000.00			
5,813.41	All Camping Fees	4,433.00			
0.00	Donations for Renovations	10,000.00			
433.20	Donations - Other	478.96			
 <u>Fund Raising</u>					
0.00	Grant	0.00			
 <u>Trading</u>					
80.00	Publications		10.00		
0.00	Postage		0.00		
0.00	Reimbursement for Tackle Purchase		46.20		
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15,495.11		5,716.00	17,911.96	56.20	\$
23,684.16					
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<u>\$15,495.11</u>	<u>Total Receipts</u>				<u>\$ 23,684.16</u>

2018

2019

2019

2019

Membership Buildings Sales**Less Expenses**

2,925.00	ASF Fees	3,464.00
71.20	Incorporation Fees	53.50
129.00	PO Box Rental	55.00
390.00	Website Expenses	729.90
0.00	Bank Fees	77.35
174.00	Tackle Purchases	1,426.32
31.95	Special Activity Permit	0.00
439.43	Attend ASF Meeting	0.00
55.00	Membership Refund	0.00

Chillagoe Property**Council Rates**

415.40	& Water Charges	275.26
1,920.00	Caretaker Allowance	2,080.00
3,549.64	Maintenance	3,509.37
1,277.10	Public Liability Insurance	1,303.63
65.53	Electricity	0.00
200.00	Workcover	200.00
0.00	ACKMA Membership	50.00

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<u>Receipts less Expenses</u>	-90.07	10,493.70	56.20

S b To

\$11,643.25	<u>Total Expenses</u>	\$13,224.33
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\$3,851.86	<u>EXCESS OF RECEIPTS OVER EXPENDITURE</u>	\$
<u>10,459.83</u>		

CHILLAGOE CAVING CLUB INC.
(ABN 52 614 187 726)

CASH BOOK BALANCE

4,850.50	Opening Balance as at 1 st March 2018	8,702.36
3,851.86	Plus: Excess of Receipts over Expenditure	10,459.83
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<u>\$8,702.36</u>	<u>TOTAL FUNDS – 28TH FEBRUARY, 2019</u>	<u>\$19,162.19</u>

BANK RECONCILIATION

8,706.58	28 th February 2019 Commonwealth Bank Balance	18,602.35
8.00	Add: Outstanding Deposits	8.00
-----		-----
8,714.58		18,610.36
564.06	Less: Outstanding Cheques	0.00
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8,150.52		18,610.35
551.84	Add: Bendigo Bank Account	551.84
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<u>\$8,702.36</u>	<u>TOTAL FUNDS AS ABOVE</u>	<u>\$ 19,162.19</u>

STATEMENT BY COMMITTEE

In the opinion of the committee:-

- (a) the accompanying financial statements of the club for the year ended 28th February 2019 have been drawn up so as to give a true and fair view of the state of affairs of the club at the end of the year and of its results then ended; and
- (b) at the date of this statement there are reasonable grounds to believe that the club will be able to pay its debts as and when they fall due.

Dated at Chillagoe this 11th day of May 2019.

.....
J. Burton (Treasurer)

.....
W. Weiss (President)

MEMBERSHIP LIST 2018/2019

Executive	Region	Year Joined
Winfried Weiss (President)	Lake Eacham	1993
Paul Osborne (Vice President)	El Arish	1979
Max Emeny (Secretary)	Silkwood	2002
Joy Burton (Treasurer)	Mareeba	2015
Peter Bannink (Vice Treasurer)	Mareeba	2000

Club Members (non caving)	Region	Year Joined
Les Pearson (Life M)	Brinsmead	1973
Beth Pearson	Brinsmead	1973
Shirley Tarburton	Blackburn Sth	2018

Club Members (Financial)	Region	Year Joined
Sheralyn Alford	Home Hill	2017
Peter Bannink & family	Mareeba	2000
Mark Beattie	Atherton	2014
Catherine Beattie	Atherton	1995
Jason Brown	Rasmussen	2016
Joy Burton	Mareeba	2015
Alan Cummins (Life Member)	Gordonvale	1972
David Cummins	Doomadgee	1990
Peter Cummins	Tablelands	-
Chrissie Cummins	Gordonvale	-
Max Emeny	Silkwood	2002
Grant Farrell	Mount Morgan	2018
Greg Guernier	Gordonvale	1997
Jonathan Ham	Bayview	2011
Rob Ham	Bayview	1988
Phillip Harrison	Cairns	2000
Chris Heath	Colyton	2018
Allison Irvin	Fitzroy North	2014
Sue Jenkins	Silkwood	1992
Laura Johnson	Manunda	2015
Alannah Little	Chillagoe	2018
Lifang Liu	Cairns	2016
Daniel Mitchell	Mareeba	2000
Elwing Mitchell	Mareeba	2005
Kerry Morgan	Mackay	2007
Philip Morgan	Mackay	2007
Steven Morgan	Mackay	2007
Lars Nauheimer	Kamerunga	2016
Paul Osborne (Life Member)	El Arish	1979
Antony Peter	Barron	2017
Grant Polomka	Tully	2001
Wuttipong Pramaree	Manunda	2015
Mike Tarburton	Blackburn Sth	2011
Damien Tapp	Mackay	2012
Deanne Vale	Tully	2001
Vayurat Watson	Manunda	2013

Winfried Weiss & family	Lake Eacham	1993
Barry Wright	Bayview Heights	2001
Robert Zmeskel	Manunda	2016

Intro Members	Region	Year Joined
Peter Bennett	Mackay	2018
Mark Burns	Atherton	2019
Rebecca Clement	USA	2018
Aerandir Cyran	Ravenshoe	2018
Sandrine De Rienzo	New Zealand	2018
Stefane De Rienzo	New Zealand	2018
Dwayne Kersey	Farnborough	2018
Andrea Kerti	Earlville	2018
Aidan Prowse		2018
Elizabeth Rooble	Cairns	2018
Marc Rosenfield	USA	2018
Michael Sarich	Mirani	2018
Cathy Wernert	Atherton	2019
Natasha Hudson	Walkamin	2019
Angelika Sajani	Connolly (WA)	2019
Andrew Meads	Townsville	2018
Paul Meads	Townsville	2018
Joanna Propsting		2018

Previous FY Financial Members	Region	Year Joined
Bruce Dane	Tolga	
Paco Murray	W.A.	2003

Use of Clubhouse and Club Assets Policy (Clubhouse Protocol)

1. Members have access to the Club area on the ground floor of Clubhouse building. The upstairs back residence, together with the garage and laundry area on the town side of the Club area and the adjacent yard area, are for the private use of the Caretaker.
2. The Caretaker has a lease on her part of the property and the Club has only the limited access allowed under the Residential Tenancies Act. Therefore, Members should contact the Caretaker upon arrival and before departure, but otherwise, enter the private area only on the invitation of the Caretaker.
3. Members, when intending to stay at the Clubhouse, should have the courtesy to telephone the Caretaker to advise her in advance. If the Caretaker is absent, a suitable message should be left on her telephone message bank.
4. Members, when in Chillagoe, may use the Clubhouse facilities, even if not staying at the Clubhouse. However, it is courtesy to tell the Caretaker before using the facilities.
5. Mutual courtesy between Members (and their guests) and the Caretaker is to be expected at all times.
6. Responsibilities of Caretaker are to:

- (a) Maintain grounds in tidy and safe condition and do any minor maintenance to buildings etc.
- (b) Keep Clubhouse clean when not in use by Members
- (c) Maintain supply of toilet paper, cleaning supplies and cleaning equipment for use by Members
- (d) Keep refrigerator and freezer ready for use by Members
- (e) Ensure security is maintained for lights, tackle and other Club property
- (f) Ensure trip book is accessible and, as much as practical, monitor trip book, particularly for the safe return of caving parties.
- (g) Collect Camping and Tackle fees on behalf of Treasurer
- (h) Report to Club Executive any problems he encounters with Clubhouse, Members or guests

7. Responsibilities of Members are to:

- (a) Keep Clubhouse and the outdoor toilet and shower block clean and tidy, while in residence. Cleanliness should be checked to be satisfactory before leaving.
- (b) Park cars in an orderly fashion at the allocated parking area and keep vehicle speed down to walking pace to minimize hazard and dust.
- (d) Report to Caretaker any deficiencies in cleaning supplies, equipment etc.
- (e) Use trip book if caving
- (f) Dispose of food scraps in compost bin at the back of the clubhouse and take all rubbish with you when leaving
- (g) Camping inside the Clubhouse should be avoided except in emergencies (i.e. if drenched in heavy storm).
- (h) If using Clubhouse at night, keep noise down, particularly after 10pm.**
- (i) Behave in the town and at the Clubhouse in such a way that the Club's reputation is enhanced and not diminished.
- (j) Report to Executive any problems encountered in using the Clubhouse and make suggestions where improvements are needed.
- (k) Pay camping fees ASAP on leaving with the caretaker or by direct deposit to the club bank account.

8. Use of Club facilities and equipment by non-club entities and groups.

- a) The use of club facilities by non-club entities and groups will be by formal arrangement between the entity and the Management Committee. Fees and costs for the services requested will be set by the Management Committee and will not be lower than those charged to regular members.
- b) The hire of Club equipment and tackle such as helmets will be by express written arrangement with the management committee. The entity or person will provide a written guarantee to replace damaged or lost equipment and a copy of insurance naming the CHILLAGOE CAVING CLUB as a third party covered for the use of such equipment.
- c) Ropes, Ladders and SRT equipment will not be hired/used by non-ASF persons or entities under any circumstances. (AGM 2017)

9. Responsibilities of groups.

- (a) Make formal booking with MC at info@chillagoecavingclub.org.au
- (b) Confirm booking two weeks prior with Caretaker. (Ph No on website)
- (c) Use is restricted to the main ablutions block, rear camping area and old school building. School groups will have exclusive use of these areas.
- (d) Use of the main clubhouse and kitchen may be available if not being used by club members.
- (e) Remove all rubbish at the end of stay.
- (f) Clean the facilities to the same standard as arrival.

- (g) Provide number details to Treasurer ASAP for invoicing, pay in advance or on invoice using direct banking.
10. Dogs are allowed only with the express permission of the caretaker, must be tied up at all times away from the major use areas (clubhouse and amenities blocks) and not left alone during the day.

Authorized by Committee of Management 21st April 2018



**Royal Arch Tower
Chillagoe**

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