



NOTICE OF 2025 ANNUAL GENERAL MEETING

Raglan Gallery and Cultural Centre Inc.

Date: Thursday, 13 November 2025

Time: 5 pm

Place: Raglan Gallery and Cultural Centre, 9–11 Lambie Street, Cooma NSW

AGENDA

(In addition to usual AGM business)

1. Consider and, if approved, adopt Special Resolution 1 to add new Clause 5A ("Life Membership") to the Constitution.
2. Consider and, if approved, adopt Special Resolution 2 to replace Clause 11(2).
3. Ratify prior Board life membership decisions, subject to adoption of Clause 5A.

Issued with the approval of the Board

Glen Dewing, Secretary

Dated 20 October 2025

Meeting papers and Board nomination forms are available via email (info@raglangallerycooma.com), phone (02 6452 3377), or at www.raglangallerycooma.com. Board nomination forms must be returned to the Secretary by 30 October 2025.

A BBQ for financial members will follow the meeting. Please register for a free ticket at <https://www.trybooking.com/DGGDJ>.

Special Resolution 1

Amendment – Life Membership

AMENDMENT TO CONSTITUTION – INTRODUCTION OF LIFE MEMBERSHIP

New clause to be inserted after Clause 5:

5A. Life Membership

(1) The Board of Management may, by resolution, confer Life Membership on a person who has rendered distinguished service to the Association.

(2) A Life Member shall be entitled to all the rights and privileges of ordinary membership of the Association but shall not be required to pay any further annual subscription.

(3) Life Membership is conferred as an honorary distinction and may only be withdrawn by a resolution passed at a general meeting of the Association.

Special Resolution:

That the Constitution of the Raglan Gallery and Cultural Centre Inc. be amended by inserting a new clause 5A (“Life Membership”) immediately following clause 5, in the terms set out above.

Special Resolution 2

Amendment – Membership Fees

Delete existing clause 11(2) and replace it with the following:

11(2) The Board may determine different subscription amounts for memberships commencing part-way through a membership year, or for different categories of membership, as the Board considers appropriate.

For the avoidance of doubt:

(a) First-time members (individuals who have never previously been members of the Association) who join after June in a calendar year may be offered a reduced subscription for their first period of membership only; and

(b) Any past member rejoining after June must pay the full annual subscription applicable for that year, regardless of the date of rejoining.

Special Resolution 2:

That the Constitution of the Raglan Gallery and Cultural Centre Inc. be amended by deleting clause 11(2) and substituting a new clause 11(2) in the terms set out above, so as to empower the Board to determine different subscription amounts for memberships commencing part-way through a membership year or for different categories of membership, with eligibility for any reduced subscription after June limited to first-time members only.

Special Resolution 3

Ratification of Past Board Decisions

That, subject to the adoption of Special Resolution 1 introducing Clause 5A (Life Membership) into the Constitution of the Raglan Gallery and Cultural Centre Inc., the Association hereby ratifies and confirms the honorary Life Memberships already conferred by the Board of Management upon Wendy Litchfield, Joey Herbert and Helen Rolfe, and declares that those persons are deemed to be duly recognised Life Members of the Association under Clause 5A, with effect from the date of this Annual General Meeting.

Explanatory Notes – 2025 AGM

Special Resolution 1 – Life Membership

Explanation to Members:

- The current Constitution does not provide for Life Membership as a category of membership.
- This resolution proposes to insert a new clause 5A to establish Life Membership as an honorary status that may be conferred by the Board on members who have rendered distinguished service.
- Life Members would retain all rights and privileges of membership but would not be required to pay annual subscriptions.
- This amendment will allow the Association to recognise and honour significant contributions by members in a lasting and meaningful way.

Special Resolution 2 – Membership Fees

Explanation to Members:

- At present, Clause 11(2) of the Constitution requires that all members pay the same annual fee regardless of when they join in the year.
- This has caused practical issues, as members joining later in the year often expect a reduced fee.
- The proposed amendment removes this restriction and replaces it with a provision allowing the Board to set different fees for memberships commencing part-way through a membership year or for different membership categories.
- This provides flexibility and fairness while retaining the Board's overall control of fee amounts.

Special Resolution 3 – Ratification of Prior Life Memberships

Explanation to Members:

- The Board has previously conferred two honorary Life Memberships, but under the current Constitution there was no authority to do so.
- This resolution regularises those past actions by ratifying and confirming the Life Memberships already granted, subject to Special Resolution 1 being adopted.
- The resolution ensures that the two individuals concerned are fully recognised as Life Members under the new clause, with effect from the date of this AGM.
- This avoids any uncertainty about their membership status going forward.

Raglan Gallery & Cultural Centre Inc.

Financial Reports

For the period ended 30 June 2025

Alpine Auditors

ABN: 70 130 470 149

PO Box 1053

COOMA NSW 2630

Contact: 043 9699153

Email: libby@alpineauditors.com

Raglan Gallery & Cultural Centre Inc.

Independent auditor's report

To the members of the Raglan Gallery & Cultural Centre Inc.

Report on the financial report

We have audited the accompanying financial report, being a special purpose financial report, of Raglan Gallery & Cultural Centre Inc., which comprises the balance sheet as at 30 June 2025, a Profit and Loss report and notes to the financial reports.

The responsibility of the Committee for the financial report

The Committee is responsible for the preparation and fair presentation of the financial report. The committee's responsibility also includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian auditing standards. These auditing standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Committee, as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for distribution to members for the purpose of fulfilling the Committee's financial reporting responsibilities under the constitution. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



Alpine Auditors
is a CPA Practice

Independence

In conducting our audit, we have complied with the independence requirements of the Australian professional accounting bodies.

Auditor's opinion

In our opinion, the financial report gives a true and fair view of the financial position of Raglan Gallery & Cultural Centre Inc. as of 30 June 2025 and of its financial performance for the year then ended.



Auditor

Libby Hovasapian CPA
Registered Number: 318418

Dated: 11 August 2025

Profit and Loss

Raglan Gallery & Cultural Centre Inc. For the year ended 30 June 2025

	2025	2024
Trading Income		
Bus Tour Donations	-	50.00
Consignments	50,910.10	36,158.25
Donations	2,656.00	229.80
Donations Box	4,705.45	3,579.90
Exhibition Entry Fees	1,600.00	720.00
Hire of Gallery	5,165.00	6,520.00
Membership	3,450.00	3,530.00
Merchandise - Cards	1,342.09	1,391.00
Merchandise - Gallery	1,769.10	3,155.95
Other Revenue	-	440.95
Raglan Art Award	60.00	(1,110.00)
Sales	-	97.01
Workshop income	0.12	1,243.00
Total Trading Income	71,657.86	56,005.86
Cost of Sales		
Cost of Goods Sold	315.38	805.43
Total Cost of Sales	315.38	805.43
Gross Profit	71,342.48	55,200.43
Operating Expenses		
Advertising	88.00	78.98
Bank Fees	691.84	545.64
Bookkeeping	1,992.44	1,244.78
Catering	461.65	401.19
Cleaning	51.19	567.00
Consignment	34,979.39	26,774.69
Consulting & Accounting	810.00	770.00
Donations (Expense)	-	600.00
Entertainment	-	158.97
Freight & Courier	-	180.00
Gallery Aquisitions	917.73	-
Gallery Stock	1,134.70	1,172.76
General Expenses	-	55.00
Insurance	5,009.99	4,571.72
Legal expenses	56.00	114.50
Light, Power, Heating	5,315.38	10,481.95
Office Expenses	835.53	486.45
Printing & Stationery	1,118.63	556.04
Prizes	2,200.00	500.00
Repairs and Maintenance	13,503.33	7,622.67

	2025	2024
Square Fees	37.47	-
Subscriptions	437.04	1,200.70
Telephone & Internet	1,115.04	1,195.89
Unders/Overs	(98.20)	(83.90)
Workshop expenses	-	2,468.35
Total Operating Expenses	70,657.15	61,663.38
Net Profit	685.33	(6,462.95)

Balance Sheet

Raglan Gallery & Cultural Centre Inc.

As at 30 June 2025

	30 JUNE 2025	30 JUNE 2024
Assets		
Bank		
Raglan Donation	1,286.38	553.30
Raglan General	27,517.02	28,148.26
Westpac Community Solutions On	496.03	249.31
Total Bank	29,299.43	28,950.87
Current Assets		
Furniture and Fittings	1,887.21	1,887.21
Inventory	915.52	1,061.36
Square Cash Clearing	60.00	-
Total Current Assets	2,862.73	2,948.57
Fixed Assets		
Office Equipment	4,976.08	3,029.08
Total Fixed Assets	4,976.08	3,029.08
Total Assets	37,138.24	34,928.52
Liabilities		
Current Liabilities		
Accounts Payable	3,594.36	2,075.17
Rounding	-	(5.20)
Total Current Liabilities	3,594.36	2,069.97
Total Liabilities	3,594.36	2,069.97
Net Assets	33,543.88	32,858.55
Equity		
Current Year Earnings	685.33	(6,462.95)
Historical Adjustment	(7,789.50)	(7,789.50)
Retained Earnings	40,648.05	47,111.00
Total Equity	33,543.88	32,858.55

Note 1 to the special purpose financial report

This special purpose financial report was prepared for distribution to the members to fulfil the committee's financial reporting requirements under the Raglan Gallery & Cultural Centre Inc.'s constitution and the *Associations Incorporation Act* (NSW). The accounting policies used in the preparation of this report, as described below, are consistent with the financial reporting requirements of the Raglan Gallery & Cultural Centre Inc.'s constitution and with previous years and are, in the opinion of the committee, appropriate to meet the needs of members:

- (a) The financial report was prepared on a modified accrual basis of accounting, including the historical cost convention and the going concern assumption.
- (b) The requirements of accounting standards and other professional reporting requirements in Australia do not have mandatory applicability to Raglan Gallery & Cultural Centre Inc. because it is not a 'reporting entity'. The committee has, however, prepared the financial report in accordance with all Australian accounting standards.