Annual General Meeting 2022

12th October 2022 | 7:00 pm | Silver Room, Caboolture Sports Central

**Minutes**

1. **Welcome**

Caboolture Sports Club (CSC) Chief Executive Officer D Finch opened the meeting at 07:05 pm

1. **Apologies**

There were no apologies received / tabled at the meeting.

There were 21 people in attendance that were eligible to vote.

**President’s welcome**

H Kerr welcomed all members and guests attending the meeting

1. **Acceptance of minutes of previous Annual General Meeting**

The minutes for the 2022 AGM were moved by C Devereaux-Larkin and seconded by D McGuinness.

Action - Carried.

1. **President’s Report**

H Kerr provided the President’s Report to members highlighting the following achievements of the past year.

* Celebrating 40 years of Caboolture Touch Association
* Development of the new clubhouse
* Identifying the various successes of the club. Noting that the Presidents Report is to be published on the CTA web site.
* Acknowledged the T Waaka as the new Day Administrator for the club.
* Thanked C Burton for running the competitions.
* Thanked R Stephens and Caboolture Sports Club for their support
* Thanked the members of the current Management Committee.

1. **Treasurer’s Report**

S Hogg provided the Treasurer’s Report (attached) to members and highlighted the following:

* Net operating loss in 2021 – 2022 was $130, 026 dollars.
* Revenue collect in this financial year was $269,335 dollars.
* There was an increase in expenses (breakdown provided in Treasures Report)
* Sponsorship income has significantly increased from $500 in 2021 to $ 17,727 in 2022. A Hogg thanked D McGuinness and T McClintock for their work in getting the program off the ground along with all of the CTA sponsors.
* Decrease in predicted revenue from senior and junior registration fees noting $20,340 dollars remain outstanding.
* Loss made in 2022 budget for Junior State Cup regarding referee and accommodation payments related to the cancellation of the event.
* Noted issues regarding uniform and invoice management.
* Noted difficulties in compiling the report.
* Thanked Caboolture Sports Club for their generous financial support of Caboolture Touch Association and their funding of our programs.
* Thanked our affiliate, Sunshine Coast Touch, for their advice and support.

1. **Acceptance of financial statements**

C Devereaux-Larkin addressed those present identifying that the following:

* No affiliation to anyone and wanted to be open and transparent for our members.
* Raised questions around
  + Employee fees.
  + Decrease in number of competition matches.
  + High Performance, Causal and Canteen staff.
* Raised questions around
  + Significant amount of dollars owed by teams (senior and junior).
  + By-laws and inability to vote.

General discussion on the topic of voting was held including discussion around fees and member eligibility to vote.

General discussion around concerns related to access to information.

D Finch provided overview of CSC view and identified that they are looking at all their procedures at the CSC Foundation Clubs.

D McGuiness identified to members that governance training (corporate) would be provided to Committees to support governance compliance and aiming for blanket coverage across all clubs. The benefit of paid employees was also highlighted.

D McGuiness further identified the impact of COVID-19, filed closures and that the Committee have done a sterling job and all the volunteers.

General discussion around issues highlighting hosting a think tank, Volunteer Day on 12th of November.

D McGuiness asked where the club was with outstanding fees.

S Hogg Provided an overview of the current state of receiving fees and highlighted the there was an inability to identify current Senior State Cup eligibility of players.

The financial statements of CTA were moved by C Devereaux-Larkin and seconded by Shelley MC Clintock.

Action - Carried.

1. **Special Resolution/s**

Proposal of committee returning to Executive positions – President, Vice President, Secretary and Treasurer.

D Finch read out the Special Resolution.

Moved by H Kerr

Seconded by T MC Clintock

C Devereaux-Larkin provided members with an overview that there will be eight (8) voting positions down to four (4) positions.

D Finch raised conflict of interest, identifying that all positions on the Management Committee are Executive positions. Identifying CSC auditors use a risk management strategy and eliminate family members from being on the same Committee.

H Kerr clarified that every member at a committee meeting gets a vote and that Executive votes are used for flying minutes.

General discussion by members occurred.

H Kerr identified the need to come in line with other foundation clubs and return back to how our committee operated before.

H Kerr acknowledged that the resolution is unclear and described the process of email endorsement.

N De Rossi asked what the specific issues were.

H Kerr identified human resource issues and difficulty for endorsing flying emergency minutes.

D McGuiness identified need for privacy and confidentiality of staff and explained the importance of the Executive structure.

S Hogg raised concerns of the Pathways Manager who was not on the Committee at that stage.

C Devereaux-Larkin identified the need for all financial decisions to be made by the full Committee and confidential information be managed by the Executive positions.

Change of Resolution

Proposal of committee returning to Executive positions – President, Vice President, Secretary and Treasurer, as per pre 2021 structure. Executive positions are able to vote and pass confidential, employee and flying minute recommendations – with the exception of financial expenditure outside of delegation - which are required to be passed by majority vote of the full committee.

A Smith re-drafted the Special Resolution to reflect “As per pre-2021 structure”.

Amended: A Smith

Seconded: D McGuiness

Action – Unanimously passed by members.

1. **Election of CTA Management Committee**

D Finch identified that there were nine (9) Management Committee positions.

* Nomination for Treasurer: Mark Henricksen
  + Moved by D McGuiness
  + Seconded H Kerr
  + Action – Duly elected.
* Nomination for Members Representative: Joshua Perham
  + Duly elected.
* Nomination for Referee Director: Anthony Smith
  + Duly elected.
* Nomination for Junior Co-ordinator: Kate Cross
  + Duly elected.
* Nomination for Diversity and Inclusiveness Representative: Michelle Goding
  + Duly elected.
* Nomination for Secretary: Kath Lawrence
  + Duly elected.

R Stephenson thanked all 2022 Committee members

D Finch thanked members stepping down, S Hogg, K Kerr and S Brand and identified that it is important to keep good people involved.

D Finch identified a last item of business involving D McGuiness and his nomination as a Life Member

* Moved by A Smith
* Seconded by H Kerr

D McGuiness provided words of thanks for the nomination

C Devereaux-Larkin raised a general question of D McGuiness on the Board

R Stephenson identified that his position was not up for election

D McGuiness provided overview and identified current term of 3 years.

1. **Meeting closed**

D Finch closed the meeting at 7:58 pm.