

ANNUAL GENERAL MEETING AGENDA

ACT NETBALL ASSOCIATION INCORPORATED



Date: Thursday 25 June 2020

Venue: Microsoft Teams – [click here to enter the meeting](#)

Time: 8:30pm

Agenda Item	Topic	Action
1.	Welcome, apologies and acknowledgments	Note
2.	Minutes of Previous Meetings MOTION – The minutes of the previous Annual General Meeting and General Meeting be adopted	Resolution
3.	Presidents Report	Note
4.	CEO and Financial Report <i>Attachment A – Financial Statements</i> <i>Attachment B – Auditors Report</i> MOTION – The 2019 Financial Statements and Auditors Report be received	Resolution
5.	Appointment of Auditors MOTION – RSM Australia be appointed as the auditors for Netball ACT for the financial year ending December 2020	Resolution
6.	Election of Directors No valid Board of Director Nominations received	Note
7.	Next Meeting To be advised	Note

Meeting Guidelines

1. Please place yourself in a quiet place so there is no feedback for other attendees
2. Please be courteous to other attendees;
3. Please keep your phone or computer's sound on mute unless you wish to speak;
4. When you wish to speak, please click the raise your hand icon and the Chair will prompt you when it is time to speak.
5. When speaking please click yourself off mute, say your name as the introduction and please speak clearly.



ANNUAL GENERAL MEETING MINUTES

DATE: Friday, 31 May 2019
TIME: 8:30 PM
LOCATION: SolarHub ACT Netball Centre
435 Northbourne Avenue
Lyneham ACT

ATTENDEES: Members

Jonathan Toze
Cassandra Stewart
Kim Clarke
Melinda Clarke
Claire Major
Mel Connor
Margie Sheedy
Kirsty McDonald

Netball ACT

Louise Bilston – President
Peter Marshall – Director
Benita Bittner - General Manager

1. Welcome

The meeting was opened by Netball ACT President Louise Bilston at 8:38pm

2. Apologies

Apologies were received from:

- Dana Assenheim
- Zoe Lynam

3. Minutes of the Previous Meeting

The minutes from the previous meeting held on the 25 May 2018 were distributed with the agenda.

Motion: Minutes from the Annual General Meeting held on the 25 May 2018 are to be accepted

Moved: K. Clarke

Seconded: C. Major



Motion Passed

4. Presidents Report

L. Bilston tabled the Presidents report outlining the highlights and achievements of the organisation in 2018.

5. General Manager and Financial Reports

- Board and General Manager evaluated the current strategic plan in January 2018 and developed four key re-focus areas to reflect more accurately the current situation.
 - Finance
 - Facilities
 - Branding and marketing
 - HP pathways and feasibility of entering a team into the PL competition
- Most critical – financials
 - P&L showed a large turn around to have a profit of \$274k after depreciation. The previous years was a loss of \$84k.
 - This turn around was the result of, the help of the Finance and Risk Management working group, clean up accounts (e.g. new system and chart of accounts to make reporting clearer), cut a lot of expenses, better tracking operationally, financial delegations cut back as a risk measure. Did have movements of permanent staff but increased casual staff.
 - Increased grants and sponsorship.
 - Current financial situation has improved consistently.

Question from J. Toze regarding the valuation of the building and the change.

B. Bittner: A valuation had not been done since 2011. It is best practice to have the evaluation done every 5-6 years. This ensures the building is insured for the correct amount and the Board and General Manager are meeting their obligations regarding that risk.

- Second strategic refocus area was facilities.
 - Sitting with government and having conversations about facility needs of all the districts.
 - Still have a lot of work to do but have made promising inroads.
 - A Geo tech report was complete of all the district courts to identify issues and indicative costs.
- Third strategic refocus area was branding and marketing.
 - Initiatives out in the community.



- In line with what our sponsors want to be community minded.
- Initiatives such as Steptember to get members to be active and healthy. Numerous other projects described in the Annual Report.
- New marketing employee to begin work soon.
- Increased engagement on Facebook and Instagram
- Last strategic refocus area was Premier League
 - Decided it was feasible to enter a team into the PL.
 - Initial EOI knocked back due to NSW having to go out to market. A second opportunity will present itself in June 2019 for Netball ACT to present a business case to have an ACT franchise for 2 years.
- Staff movements meant we did not have capacity to deliver all we wanted to. Current situation is there is a full office again ready to go. Introduced staff moving forward:
 - Kirsty McDonald – workforce development
 - Kim Symons and Ben Todd – competitions and events
 - Nicole Bowles – HP and overseeing Development and workforce development coordinator
 - Bina Bisnath – finance manager
 - Hayley Lia – marketing and branding
 - Lachlan Sullivan – development officer

Motion: The Netball ACT 2018 Financial Report and Auditors report are to be accepted

Moved: J. Toze

Seconded: C. Stewart

Motion Passed

6. Netball ACT Statement of Activities

Nil reported

7. Election of Elected Directors

An election was held to fill one vacant position on the Board

- The term of Director for Louise Bilston has been completed
- Louise Bilston was eligible for renomination and has renominated
- One nomination was received from:
 - Louise Bilston
- The result elected one Director to the Board of Netball ACT



- With 87% of the votes Louise Bilston was elected to the Board for a term of three years

Motion: The ballot papers from the 2019 Board Elections are to be destroyed

Moved: K. Clarke

Seconded: J. Toze

Motion Passed

8. **Appointment of Auditor**

Motion: Netball ACT appoints RSM Australia to continue as the 2019 auditors

Moved: C. Major

Seconded: M. Connor

Motion Passed

9. **Endorsement of Life Members**

Deferred to a special general meeting

10. **General Business**

Nil reported

11. **AGM Date**

The Annual General Meeting of Netball ACT will be held as follows:

Date: TBA

Time: TBA

Location: SolarHub ACT Netball Centre
435 Northbourne Avenue
Lyneham ACT

Netball ACT Board to review the timing of year for the AGM to be held based on competition structure. Ensuring still in line with Netball ACT Constitution.

12. **Closed**

The meeting was closed at 9:08pm

SPECIAL GENERAL MEETING MINUTES



DATE: Friday, 21 June 2019
TIME: 7:15 PM
LOCATION: SolarHub ACT Netball Centre
435 Northbourne Avenue
Lyneham ACT

ATTENDEES: Members

Jo Pivac	Tara Steel
Kate Durham	Nalani Makunde
Silvia Gonzaliz	Kiah Yealland
Peta Rodgers	Simone Coote
Jess Berry	Renee Grima
Lisa Kaye	Amy Pascoe
Sarah Cooper	Caitlin Brady
Samantha McPhee	Jonathan Toze
Megan Kelly	Emily Brady
Sepi Hawke	Tamara Weatherburn
Vince Marzano	Tiahna Junakovic
Carly Brown	Georgia Bartholonew
Caitlin Gare	Shaenice Allan
Karen Hargraves	Melina Saunders
Sara Keating	Rondelle Sedan
Jasmine Kite	Megan Sokic
Ruva Zanga	Gemma Robinson
Mel Connor	Ellie Haseler
Cass Stewart	Grace Hill
Millicent Reattie	Amanda Clarke
Natalie Crowe	Kim Symons
Michelle Grice	Jess Bloomfield
Lissa Meggs	

Life Members

Pat Dart
Carmel Weatherburn

Netball ACT

Louise Bilston – President
Nicole Bowles – Acting General Manager



1. Welcome

The meeting was opened by Netball ACT President Louise Bilston at 7:19pm

2. Apologies

Apologies were received from:

- Cathy Toze

3. Life Membership Endorsement

The Netball ACT Board of Directors put forward two nominees to receive Life Membership of the ACT Netball Association Incorporated.

Motion: Kim Clarke be endorsed as Life Members of the ACT Netball Association by the membership.

Show of hands – carried by majority vote

Motion: CARRIED

Motion: Gary Pascoe be endorsed as Life Members of the ACT Netball Association by the membership.

Show of hands – carried by majority vote

Motion: CARRIED

4. Meeting closed 7:24pm