



Annual General Meeting 2023

Minutes

Minutes of the Hockey Albury Wodonga Annual General Meeting held on the 20th of November 2022 in the Albury Clubrooms at Alexandra Park commencing at 6.30pm.

Present:

| | |
|----------------|---|
| Board | Anne Dunstan, Deb Lawrence, Sherren Rahaley, Stuart Morrison, Narelle Hamilton, John Luftensteiner, Cayte Campbell (Operations) |
| Life members | Joanne Duffy |
| Falcons | Wayne Nagle, Billy Anderson, Rod White, Laddie Bardy, Matt Hamilton, Kai Han |
| Magpies | Ben Hawkins, Joh Lindley |
| Norths | Beth Simpson, Le-Vene Horne, Georgie McAdam, Matt Sumbler |
| Scots | Doug Agar |
| Wodonga | Kyle Brereton, Vanessa Flanagan, |
| Wombats | Nathan Sigmund, Emma MacVean, James Trenery, Paul Gow, Meg Rodgers |
| United | Glenn Bobbin, Chris Cull, |
| Wangaratta | Dan Warner, |
| Beechworth | |
| HACT | Rob Sheekey, Maddy Poulton |
| Not affiliated | Eva Medcraft (Legal counsel from Pogson, Cronin, Kerr Solicitors) |

1. Apologies

| | |
|--------|------------|
| Board | Josh Mason |
| Norths | Gay Harvey |

2. Minutes of 2022 AGM

Resolved: That the Minutes of 2022 AGM be accepted with two changes

- HAW budget not noted as passed or adopted.
- Election of Officer bearers has a spelling error. The President is Anne Dunstan not Duncan.

Moved: Beth Simpson **Seconded:** Deb. Lawrence. **All in favour Carried**

3. President & Board Reports

Reports are tabled but will not be read.

Questions

Participation. We are about to enter the third year of our agreement with HACT. What will happen next? Rob Sheekey assured position will be ongoing. Currently every dollar that is collected in affiliation is being invested in HAW. After the third year HACT will continue to fund the position but any affiliation monies that come in above and beyond the cost of the position will be funnelled back to HACT. The role will continue as it has this year, an oversight role with employment of coaches (which HACT pay) as this allows the best use of funding due to the highs and lows of the workload.

Albury Clubrooms: Anne advised that we are backwards and forwards with the architect at the moment around the toilet spaces. Albury Council public toilet policy states that we need to go with unisex spaces – cubicles with communal handbasins. While we need to be inclusive, we have such a high percentage of women we need to have spaces that are safe for women (particularly young women) to use. We do want unisex toilets but also some specific gender-based ones. Also, our toilets are not public toilets, they are facility toilets. The changerooms will also be unisex, but allocated a gender as there are four of them – two for each gender as per the games being played. This is not holding up the build process as we are still applying for grants. The council are working with the architect to try and find a solution for the toilet issue and Anne has asked the council to come back to us in January. We are also working with a professional grant company to assist us in getting the best funding options. And sinkholes have been done for the architect.

Field 2 – is there a plan for replacement? Our depreciation schedule shows HAW2 as end of life. Polytan are coming through before the end of December. We currently have enough turf put aside that is the right age and has been approved by Polytan to replace the top of the circles and the “dot” areas. When Polytan come through next month they will advise if the field is able to be played on for another year, if we should replace the bits we have turf for and get a few extra years from it, or if the field is due for replacement. It was planned to get two turfs for the one shockpad, but as with Field 1 the state of the shockpad will need to be assessed when the turf is removed.

Maintenance v Upgrade. The Albury lease (as with the Wodonga one) states that HAW are not responsible for Infrastructure upgrades. Anne to investigate if upgrades are our responsibility.

Coaching course. What does that look like? Firstly, there is the online component which all participants are to do at their own speed and own time. Rob advised on field assessment is circa 4 hours. It is a new structure, and he does not have many persons qualified to run the on field assessment. At this stage we do not have a date but should be a weekend in February. But if you cannot make it to the practical session, we are hoping to get someone at HAW who will be able to assess so assessments can then be done during the year. Clubs need to submit their nominations, and once approved those are to do the online session and this will be reimbursed by HAW. And those who cannot attend the February practical will be assessed during the 2024 year.

Awards/Premierships: A few to fix in the Annual Report. Hunter Swaby is with Wombats, add Oscar Smart as a Chill player. Noted some indoor representatives, but we do not acknowledge indoor.

Infrastructure policy was requested at the previous AGM. This will not happen until we have a Director of Finance & Facilities. Suggested we need to also look at the Wangaratta and Corowa grounds. We are currently assisting Wangaratta and United with goals. We need to future proof the Association.

Director of Finance & Facilities. We will have to address this vacant position at the January BOM – it may need to be a paid position. Wayne (who is an accountant and has been Director of Finance for HAW) believes that paying someone does not guarantee a quality job. It was noted that the day to

day accounting is in hand with what we currently do. What we need is someone to assist with the future proofing and planning the facilities and infrastructure budgets and replacements moving forward. As an alternative Wayne is possibly happy to assist on a subcommittee, perhaps with Nathan and one other person to ensure there is no conflict of interest.

Senior Umpire Award: Why was this not awarded this year? No one met the criteria from the perspective of the Director of Umpires. Just because someone umpires a Grand Final does not mean they meet the criteria – there are more elements than the quality of umpiring.

Resolved: That the director's reports as read be accepted.

Moved: Stuart, Seconded: John. All in favour. Carried

Finance report questions

What are the **receivables**? This is the amount outstanding from clubs who had not paid their bills yet. Note that the last bills we sent on the 16th of September, and we have a 21 day payment policy. These amounts have all been paid post the end of the financial year and means all clubs are eligible to vote.

In **Representative**, under **functions expenditure** is nearly \$10,000 with income of about \$3,500. Sherren advised that Spitfires Income of \$10,559 was stuck in the "square" (EFT machine used at the bar and for some game money) and was not able to be retrieved until October so is not reflected in the financials. There is also the \$10,000 coach payment deficit with the loss of the Xypex sponsorship. There were also two payments made to the international players totalling \$2,000 that should have been paid in the previous financial year. It was suggested that next year we should move to a separate P&L and balance sheet for Spitfires as they are a sperate entity and the monies in those accounts belong to Spitfires, not HAW. If they suffer a loss, it is not a loss to HAW. It cannot be changed this year as the financials are audited and signed off. Anne stated she is happy to take the financials relating to Spitfires and break it down, noting that we only received them Wednesday last week for the Thursday meeting and neither the Board nor the clubs have had the time to review them in depth.

In the budget it is noted that **Representative expenses** will be substantially less than this year. Much of this will be offset by the Billson's sponsorship.

Rep Uniform this year had to be purchased before players put in their selections due to timeframes on carnivals so we were required to over cater. If you include stock on hand, we made a profit. Next year we will get order in earlier and should have less stock on hand.

Insurance income and expenditure was to do with the break in December 2022 and the insurance claim.

Income for Bar goes straight to CL account. It is not listed under Representative and at this stage is not in the report as it is mainly the money from the "square"

The lower **income** against the **Facilities at Wodonga** is because the lease of the grounds by Catholic College are both renegotiated and paid on a three year basis, at their request. It is prepaid.

Security increase. It covers HAW3 open and close which happened more frequently this year. And in line with that we have employed someone for to open and close the Albury fields. It also covers the cost of fixing our ageing alarm system. At the last BOM we decided to review the patrol company that we use and are getting quotes from two different firms because current company are no longer local

and are not responsive to our queries. We have installed CCTV (which is not shown in the Security budget item) which is bigger than we need with the aim of porting it to our new facility.

Best & Fairest - it made a loss we need to look at how we can make this work better. Anne will get a break down and take to a P&S and look at where we need to go moving forward.

4. General Business:

The Board intends to convene a SGM in March or April to look at the Constitution as it states we have to run AGM in November which puts our Auditors and Accountants under a huge amount of pressure to get the financials prepared. This would enable preparation of more accurate and detailed reports.

The Survey on HAW and how we did this year is live until the November 28th. Clubs need to encourage their members to do this as their responses will shape next year. Once closed and we have had time to look at the data, club data will be made available to club committees.

Permits and competitions review will still be happening it will start in the new year. Deb asked for nominations for this committee and currently only has Dan Warner, Joanne Duffy, Gay Harvey.

Club nominations must be in by 3 December, especially details on club days or you will not get a club day. This is vital as we are outsourcing the first “final” draw (which includes the drop out of teams). All changes from then will be handled by the Director of Competitions.

A P&S will happen early next year to make sure the changes to the draw etc are voted in. All of April is a school holidays next year which causes challenges. Noted that a reduction of rounds may need to be considered against affiliation costs.

Life members have been proactive and have come up with four names that they would like nominated for life membership. Will get the run down to clubs without naming the person.

5. Appointments

5.1 Accounting

The Association accounts have been audited by Mr. Edwin Burkitt of Milham & Davis. Ed has confirmed he is happy to continue in this role.

Resolved: That Milham & Davis be appointed the Auditor for 2024.

Moved: Beth Simpson, **Seconded:** Chris Cull. **All in Favour. Carried**

5.2 Public Officer

Bill Russell is the Public Officer for the Association and is honoured to continue in that role.

Resolved: That Bill Russell be the Public Officer for 2024.

Moved: Joanne Duffy, **Seconded:** Deb Lawrence. **All in Favour. Carried**

5.3 Legal Counsel

Eva Medcraft of Pogson, Cronin, Kerr Solicitors has been our legal counsel since February 2022 and is happy to continue in that role.

Resolved: That Eva Medcraft be Legal Counsel for 2024.

Moved: Ben Hawkins, **Seconded:** Vanessa Flanagan. **All in Favour. Carried**

5.4 Budget

The budget is based on last year's budget – and as per the Constitution is only for noting purposes. See Annexure A. Date amended to 2024 as incorrectly printed on document for the AGM.

Resolved: That the budget be accepted for 2024.

Moved Deb Lawrence **Seconded** Sherren Rahaley. **All in Favour. Carried**

The Wombats Treasurer commended the preparation of the budget as it has put the Association in credit for the 2024 year.

5.5 Approve Schedule of Fees.

The Schedule of fees was prepared by the Operations Manager. There was again the standard increase of 2% again this year. With no one in the Director of Finance and Facilities role this is the best option. It was noted that in 2020, 2021 & 2022 there were no increases. It was discussed that we get a Capital Budget in place and then work backwards from the to the budget and in turn the Schedule of Fees. The presented schedule to remain for 2024.

Corowa and other club based fees are different and these were set at the SGM in February 2017 – see the HAW web for details. <https://www.haw.net.au/information/agm-and-minutes/>

Resolved: That the Schedule of Fees as presented be accepted for 2024

Moved: Joanne Duffy, **Seconded:** Sherren Rahaley **All in Favour. Carried**

Resolved: That the Audited Financial report as presented be accepted

Moved: Chris Cull, **Seconded:** Joanne Duffy. **All in favour except** Nathan Sigmund who wanted noted that he is not happy with the breakdown of figures – he does not believe the representation is a true and full picture. **Carried**

6. Election of Office Bearers

One nomination was received in line with the Constitution time frames and is unopposed. This was from Deb Lawrence for Competitions

- Deb was declared elected as the Director of Competitions.

One nomination was received outside the Constitution time frames. This was from Georgie McAdam for Director of Umpires. No other nominations were received from the floor.

- Georgie was declared elected as the Director of Umpires.

We thank Josh for the work that he has put in over a number of years. Next year we are looking to have two persons assist the Umpire Director with scheduling so that they can concentrate on development and training. Clubs are to go back to their members to see if they have anyone who may be interested in this assistance role.

One nomination was received from the floor. This was from Sherren Rahaley for Director of Senior Representative Hockey. Sherren accepted her nomination. No other nominations were received.

- Sherren was declared elected as the Director of Senior Representative Hockey.

The Board of Management for Hockey Albury Wodonga for 2024 is:

- | | |
|----------------------------------|--------------------|
| • President | Anne Dunstan |
| • Finance & Facilities | |
| • Competitions | Deb Lawrence |
| • Umpires | Georgie McAdam |
| • Junior Representative | Stuart Morrison |
| • Senior Representative | Sherren Rahaley |
| • Development | |
| • Marketing, Promotion and Media | Narelle Hamilton |
| • Carnivals & Special Events | John Luftensteiner |

Meeting closed at 8.00pm

7. Annexures

Annexure A – HAW budget

Hockey Albury Wodonga budget 2024

| | Actual | Actual | Actual | Actual | Actual | Actual | Actual | Actual | Forecast |
|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|----------------|----------------|----------------|----------------|
| | 15/16 | 16/17 | 17/18 | 18/19 | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 |
| INCOME | | | | | | | | | |
| Canteen Bar | 76,240 | 61,608 | 68,648 | 62,979 | 4,335 | 29,229 | 74,370 | 89,370 | 91,157 |
| Facilities Albury | 149,905 | 131,747 | 148,487 | 134,203 | 12,773 | 114,948 | 136,752 | 154,823 | 157,919 |
| Facilities Wodonga | 41,820 | 40,423 | 51,083 | 53,484 | 4,555 | 29,568 | 46,735 | 42,061 | 42,902 |
| Competitions | 45,386 | 45,626 | 47,032 | 48,368 | 0 | 37,487 | 44,183 | 49,470 | 50,459 |
| Representative | 34,991 | 13,385 | 41,866 | 48,175 | 7,920 | 31,189 | 54,187 | 52,442 | 53,491 |
| Carnivals & Special events | 16,957 | 17,886 | 4,000 | 3,687 | 16,047 | 1,902 | 4,050 | 11,452 | 17,178 |
| Development | 8,784 | 7,752 | 6,712 | 22,516 | 12,045 | 9,281 | 21,273 | 13,628 | 16,354 |
| Other | 2,643 | 24,184 | 5,233 | 5,267 | 15,308 | 7,810 | 1,433 | 7,118 | 7,260 |
| Income Hockey Activities | 376,726 | 342,611 | 373,061 | 378,679 | 72,983 | 261,414 | 382,983 | 420,364 | 436,721 |
| EXPENSES | | | | | | | | | |
| Canteen Bar | 79,482 | 62,015 | 65,710 | 63,847 | 5,461 | 27,836 | 65,671 | 72,900 | 74,358 |
| Facilities Albury | 146,677 | 148,318 | 137,059 | 117,920 | 82,513 | 120,340 | 134,029 | 137,687 | 140,441 |
| Facilities Wodonga | 35,498 | 27,067 | 57,901 | 62,902 | 49,891 | 62,281 | 65,037 | 58,773 | 59,948 |
| Competitions | 5,076 | 4,148 | 4,849 | 9,103 | 725 | 5,578 | 3,678 | 5,424 | 10,956 |
| Representative | 45,389 | 8,933 | 39,658 | 45,031 | 9,857 | 22,764 | 48,768 | 77,288 | 50,237 |
| Carnivals & Special events | 16,907 | 10,230 | 5,394 | 4,125 | 1,749 | 5,009 | 4,613 | 9,177 | 10,095 |
| Development | 16,741 | 13,380 | 4,884 | 16,506 | 8,100 | 8,103 | 23,443 | 10,994 | 11,214 |
| Other | 77,290 | 61,706 | 56,057 | 55,401 | 56,815 | 56,420 | 64,968 | 75,497 | 77,007 |
| Expenses Hockey Activities | 423,060 | 335,797 | 371,512 | 374,835 | 215,111 | 308,331 | 410,207 | 447,740 | 434,256 |
| Surplus | -46,334 | 6,814 | 1,549 | 3,844 | -142,128 | -46,917 | -27,224 | -27,376 | 2,465 |

Annexure B – Schedule of Fees



Affiliation & Ground Hire Fees 2024

| Fee | 2022 | 2023 | 2024 |
|--|------|------|------|
| Affiliation (Albury Wodonga based) | | | |
| Seniors | 1112 | 1134 | 1157 |
| Juniors | 208 | 212 | 216 |
| Masters | 306 | 312 | 318 |
| Affiliation (Corowa/Rutherglen based) | | | |
| Seniors | 911 | 929 | 948 |
| Juniors | 171 | 174 | 177 |
| Masters | 306 | 312 | 318 |
| Affiliation (Other clubs based) | | | |
| Seniors | 710 | 724 | 738 |
| Juniors | 135 | 138 | 141 |
| Masters | 306 | 312 | 318 |
| Game fees (synthetic only) | | | |
| Seniors | 119 | 121 | 123 |
| Juniors | 73 | 75 | 77 |
| Masters | 98 | 100 | 102 |
| Twilight | 73 | 75 | 77 |
| Training fees (per field per hour) | | | |
| Full field | 83 | 87 | 89 |
| Half field | 53 | 55 | 56 |
| Full field (with lights) | 125 | 130 | 133 |
| Half field (with lights) | 83 | 87 | 89 |
| Other hire fees (per field per hour) | | | |
| Secondary schools | 60 | 60 | 60 |
| Primary schools | 33 | 33 | 33 |
| Non-hockey full field (with lights) | 153 | 159 | 162 |
| Non-hockey half field (with lights) | 101 | 105 | 107 |
| Non-hockey full field | 114 | 118 | 120 |
| Non-hockey half field | 75 | 79 | 81 |
| Grass field | 44 | 44 | 44 |

Attendance Sheets



ABN: 72 893 760 500

Annual General Meeting

Attendance Sheet

Albury Hockey Centre Clubroom,
6.30pm, Wednesday 20th November 2023

| Name | Club/Board affiliation |
|------------------|------------------------|
| Matt Hamilton | Falcons |
| Kai Han | Falcons |
| Glen Bobbin | United |
| Chris Cull | United |
| Rob Seckey | HACT |
| Meg Rodgers | Wombats. |
| Matthew Sumpter | Norths |
| Eva Medcraft | Legal Counsel |
| Wayne Nagle | Falcons. |
| Vanessa Flanagan | Wodonga |
| Kyle Breckner | Wodonga |
| Nathan Sigmund | Wombats |
| Joanne Duff | HAW LM |
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P.O. Box 386 Albury NSW 2640 Australia

Annual General Meeting

Attendance Sheet

Albury Hockey Centre Clubroom,
6.30pm, Wednesday 20th November 2023

| Name | Club/Board affiliation |
|------------------|------------------------|
| Ben Hawkins | Magpies HC |
| Deb Lawrence | Boards |
| Anne Dunstan | Boards |
| Narelle Hamilton | Boards |
| Beth Simpson | NORTHS |
| Red White | Falcons - Life Member |
| Cayle Campbell | Ops Man/Wombats |
| Emma Maclean | Wombats |
| Sherren Kahaley | Board |
| DANIEL WARNER | WANS |
| Ken Gow | WOMBATS |
| John Lindley | Magpies HC |
| Levene Horne | Norths Hockey Club |
| Georgie McAdam | Norths Hockey Club |
| DOUGLAS AGAR | Scots |
| Stuart Morrison | Boards |
| LADDIE BARDY | FALCONS |
| James Brenery | Wombats |
| M. Poulton | HAW. |
| H. Anderson | FALC |