

# AGM MINUTES

## Sunday 29 October 2017 5.00pm, Broome Surf Lifesaving Club

**Attendees:** Nicole Smyth, Katie Cartwright, Elkje Perry, Nicola Waters, Hilary Wilkins

**Apologies:** See point 1

Meeting declared open at 5.18pm

### No Item

1. **Apologies** received from Virginia Westwood, Mark Smith, Heather Smith, Mike Kaufman, Megan Wiebrecht, Cathy Harris, Jane Ballantyne, Jude Millard, Penny Wilson and Anna Bakogianis

The Chair confirmed proxy votes had been received from the majority of those who were unable to attend, enabling a quorum and the meeting to proceed.

2. **Acceptance of minutes of 2016 AGM:**  
Minutes were accepted as a true record of the meeting  
Moved: Katie Cartwright Seconded: Elkje Perry

3. **Resignation, nomination, election and re-election of committee members**  
All positions were declared vacant.

Nominations were received as follows:

Secretary – Hilary (nominated by Katie Cartwright)  
Treasurer – Heather (nominated by Hilary Wilkins)  
Vice President – Mike (nominated by Katie Cartwright)  
President – Mark (nominated by Hilary Wilkins)  
General committee – Nicole Smyth (nominated by Elkje Perry)  
Elkje Perry (nominated by Nicole Smyth)

All positions were voted in by those present and proxy votes. The Chair thanked everybody who had been involved with the committee over the last year.

4. **President's Report**  
As attached.  
  
Moved: Nicola Walters, seconded: Elkje Perry

5. **Treasurer's Report**  
As attached.  
Moved: Katie Cartwright, seconded: Hilary Wilkins

6. **Any other business**  
CBT tri next year set for Sunday 16 September. Further details including sponsorship to be discussed by next year's committee.

Meeting closed at 17.38.

## PRESIDENT'S REPORT

- Welcome
- Large committee this year with some changes to Executive Committee mid-year.
  
- Summary of achievements of BTC 2017
  - Successful BikeWeek in March with 60 participants cycling to Kimberley Cycles with great media coverage for the event
  - April: Off Road Duathlon
  - May – August: Club Series events
  - TryStars program: 50 kids over 6 weeks with funding grant from DSR and an enthusiastic sub-committee
  - Novice Triathlon Course
  - New club merchandise and club flags
  - September: LEC CBT 24 kids and 80 adults
    - First Kids Tri
    - Olympic Distance added
  
- Committee successfully navigated
  - Tidy up of the Clubs insurance policies to better cover members and volunteers
  - Becoming affiliated with Kids Sport through DSR which allows eligible WA kids ages 5-18 years to participate in community sport and recreation by offering them \$200 in financial assistance to go towards club fees
  - With the TryStars program, the Club needed to comply with the Working With Childrens Act and have committee members get their WWCC if their kid wasn't involved with the TryStars program
    - This is a process that will need to be ongoing for the committee for compliance with the Act and to continue the focus on recruitment of juniors to our Club
  
- The committee worked with people's strengths to help streamline and standardise important processes within the club. Examples include:
  - Using SMS Global system to do mass texts for reminders to members
  - Having a Club Series Event Checklist
  - Having Race Director briefing notes
  - The use of Register Now for various events and programs throughout the year
  
- Good luck to the incoming Committee for 201

# TREASURER'S REPORT

## Broome Triathlon Club - Financial Report for AGM 2017 @ 28th October 2017

Opening Balance: \$9958.05

	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	TOTAL
<b>End of month cash summary</b>	\$ 9,758.29	\$ 9,758.29	\$ 8,967.82	\$ 8,967.82	\$ 8,837.82	\$ 9,805.69	\$ 8,663.75	\$ 3,315.36	\$ 4,410.52	\$ 9,332.86	\$ 10,749.69	\$ 9,580.14	
<b>Bank Balance</b>													
Total Credit	\$ 0.24	\$ -	\$ -	\$ -	\$ -	\$ 2,472.35	\$ 616.70	\$ 200.00	\$ 1,144.62	\$ 5,817.13	\$ 2,730.43	\$ 40.00	\$ 13,021.47
Total Debit	\$ 200.00	\$ -	\$ 790.47	\$ -	\$ 130.00	\$ 1,504.48	\$ 1,758.64	\$ 5,548.39	\$ 49.46	\$ 894.79	\$ 1,313.60	\$ 17.80	\$ 13,399.38
<b>Credit</b>													
Memberships						\$ 1,720.00	\$ 140.00	\$ 120.00	\$ 120.00	\$ 60.00	\$ 20.00		
Race Series On the Day Entries							\$ 100.00	\$ 80.00	\$ 70.00		\$ 70.00		
Credit Interest	\$ 0.24												
CBT Rego									\$ 396.25	\$ 470.88	\$ 2,622.08		
CBT Training Program									\$ 132.85	\$ 286.25	\$ 18.35		
LEC Sponsorship										\$ 5,000.00			
TRYstars					\$ 752.35	\$ 76.70							
Insurance Refund								\$ 425.52					
Merchandise												\$ 40.00	
West Cycle						\$ 300.00							
	\$ 0.24	\$ -	\$ -	\$ -	\$ -	\$ 2,472.35	\$ 616.70	\$ 200.00	\$ 1,144.62	\$ 5,817.13	\$ 2,730.43	\$ 40.00	\$ 13,021.47
<b>Debit</b>													
Public Liability Ins			\$ 790.47			\$ 1,081.30							\$ 1,871.77
CBT Shire Fee										\$ 82.50			\$ 82.50
CBT Advertising							\$ 550.00	\$ 1,355.00	\$ 49.46	\$ 77.49	\$ 483.04		\$ 2,514.99
CBT Prizes										\$ 80.00	\$ 100.00		\$ 180.00
CBT Training Program										\$ 460.00			\$ 460.00
CBT Roadline Traffic Management												\$ 816.75	\$ 816.75
CBT Race Bibs									\$ 137.50				\$ 137.50
CBT Towels							\$ 1,940.50						\$ 1,940.50
CBT Race Director & Photographer Gift										\$ 195.00			\$ 195.00
CBT Swim Caps									\$ 597.30				\$ 597.30
CBT Multi Sport Australia Timing							\$ 990.44						\$ 990.44
Agile Web Hosting Fee				\$ 99.00			\$ 34.65						\$ 133.65
PO Box Renewal				\$ 31.00									\$ 31.00
Bank reject return fee							\$ 2.50						\$ 2.50
Off Road Duathlon					\$ 118.96								\$ 118.96
TRYstars						\$ 181.05	\$ 1,004.39						\$ 1,185.44
Club Flags							\$ 1,248.50						\$ 1,248.50
Club series prizes 2016 & 2017	\$ 200.00											\$ 275.00	\$ 475.00
CBT Misc Expenses										\$ 95.56	\$ 17.80		\$ 113.36
Bike Week					\$ 304.22								\$ 304.22
	\$ 200.00	\$ -	\$ 790.47	\$ -	\$ 130.00	\$ 1,504.48	\$ 1,758.64	\$ 5,548.39	\$ 49.46	\$ 894.79	\$ 1,313.60	\$ 1,209.55	\$ 13,399.38