

TEA TREE GULLY ATHLETICS CENTRE Inc.

**MINUTES of 28th ANNUAL GENERAL MEETING –
Held at Bulkana Oval Clubrooms
Saturday 31st March 2007**

Meeting Opened: at 6:20pm by Barry Carter.

- 1. Welcome:** Barry Carter welcomed those in attendance.
Stephen Fairfield, Karen Fairfield, Dave Jelfs, Barry Carter, Steven Carter, Rob Nettle, Dianne Nettle, Sue Cox, Graeme Cox, Felicity Gowan, Tom Gowan, Denise Jelfs, Judy Roberts, Chris Roberts, Margaret Johnson, David Johnson, Colleen Hargans, Craig Hams, Kirsty Rudge, Ray Tedore, Caroline Milics, Michelle Sauenwald, Sharon Tronnolone, Vito Tronnolone, Marc Marshall, Trish Marshall, Chris Staples, Beryl Robertson, Don Robertson, Debra Waterman, Mark Waterman, Gary Page, Tammy Page, Matt Selby, D Howson, Charmaine Huitema, Steve Rump, Di Rump, Di Hams, Andrew Edwards, Bruce Ainslie, John Barr, Lisa Kelly, Anne Hall, Sue Kelly, Garry Bayley, Grahame Ellis, Suzanne Ellis, Karen Nirphill, Amanda Jarmyn, Joan Shannon, Paul Steele, Andy Hyslop, Maree Wilmhurst, Karen Greenhalgh, Roger Van Der Linden.

Special Guests – Pam and Brian Sard - SALA

- 2. Apologies:** Geoff Page, Peter and Terry Owen, Noel Bray, Barbara Barham, Peter Hargans.
- 3. Minutes of Previous (27th) AGM** held on 8th April 2006 were read and accepted. Moved by Bruce Ainsley, Seconded Stephen Fairfield. Carried.
- 4. Business arising from previous minutes:**
- 5. Treasurer's Report:**
 - Colleen Hargans presented report un audited as there had been last minute changes to the committee which meant that the previous nominated auditor (Karen Fairfield) was unable to carry this out.
 - There will be changes to the reporting structure in the next season so each area will have their own cost centres – Little Athletics, Senior's and Centre Management – to enable more accurate reporting. Each area will be responsible for their own budgeting, profit and loss.
 - Seniors expenses - \$1500 tied up in uniforms for local and national events – \$420 stock uniforms, \$595 National uniforms for Tasmania and \$525 for over 35 uniforms. \$2400 for expenses incurred taking 17 athletes to Tasmania for nationals – accommodation and local travel. These expenses need to be allocated to correct accounts which will happen with new budgeting and recording procedures.
 - Question raised by Chris Roberts regarding what the sundry expenses were? - \$1200 accommodation for senior's athletes in Tasmania, SALA conference and Coach training / education for Little athletics.
 - Grants received - \$6000 to be used for upgrading the long jump run ups. Council is to be followed up as to the possible plans for upgrade in that area so money is wasted on upgrades the the council carries out their own planned upgrades.
 - Colleen moved that report be accepted as correct, Seconded Craig Hams. Carried.

6. Reports:

- 6.1. President C.M.C. (Barry Carter) – tabled
- 6.2. President Little Athletics Committee (Stephen Fairfield) – tabled
- 6.3. President Seniors Committee (David Jelfs) -tabled
- 6.4. Clubroom Manager – Barry and Sheila Carter have been looking after the Club rooms as interim managers but will be not able to carry on with this. New managers will be needed. Hire of clubs room have been good this season as shown in treasurers report.
- 6.5. Fund Raising Officer – position vacant,
- 6.6. Publicity and Promotion officer – position still vacant
- 6.7. Canteen Manager – Vacant Caroline Milics standing down.
- 6.8. Acceptance of all reports. Moved Margaret Johnson, Seconded Bruce Ainslie

7. Election of Office Bearers:

7.1. Centre Management Committee:

- 7.1.1. President – Stephen Fairfield, Nominated Barry Carter, seconded Rob nettle
- 7.1.2. Secretary – Craig Hams, Nominated by Stephen Fairfield, Seconded Bruce Ainslie.
- 7.1.3. Treasurer – Andrew Edwards, nominated Stephen Fairfield, seconded Barry Carter.
- 7.1.4. Grounds & Equipment Officer – Tom Gowen Nominated by Barry Carter, Seconded Rob Netle.
- 7.1.5. Clubroom Manager – Barry Carter– To Be Confirmed.
- 7.1.6. Publicity & Promotions Officer – Unfilled
- 7.1.7. Fund Raising Officer – Unfilled

7.2. Little Athletics Committee

- 7.2.1. President – Mark Marshall. Nominated by Stephen Fairfield, Seconded Barry Carter.
- 7.2.2. Secretary – to be confirmed
- 7.2.3. Registrar – John Barr. Nominated by Colleen Hargans, Seconded Bruce Ainslie.
- 7.2.4. Team Manager – Craig Hams Nominated by Colleen Hargans, Seconded Craig Hams.
- 7.2.5. Chief Recorder – Karen Fairfield. Nominated by Stephen Fairfield, Seconded Barry Carter..
- 7.2.6. Education/Coaching Officer – Craig Hams Nominated by Colleen Hargans, Seconded Marc Marshall. Accepted.
- 7.2.7. Social Secretary – Unfilled
- 7.2.8. Publicity & Promotions Officer – Unfilled.
- 7.2.9. Canteen Manager – Unfilled
- 7.2.10. General Committee –, Kirsty Rudge, Roger Van Der Linden, Sue Cox, Margaret Johnson. Nominated by Margaret Johnson, Seconded Craig Hams. Accepted.

7.3. Senior Athletics Committee:

- 7.3.1. Existing Committee from last season prepared to carry on in their existing roles.
- 7.3.2. President – David Jelfs. Nominated Chris Staples, Seconded Chris Robert
- 7.3.3. Secretary – Chris Staples. Nominated David Jelfs, Seconded Chris Roberts.

- 7.3.4. Registrar – Cindy Ridgewell Nominated by Dave Jelfs, Seconded Chris Roberts.
- 7.3.5. Athlete's Representative – Andrew Beck.
- 7.3.6. Team Manager – Men: David Jelfs, Women: Chris Roberts / Lisa Roberts. Nominated Chris Staples, Seconded Jordan Staples.
- 7.3.7. Recorder – Pat Todd. Nominated David Jelfs. Seconded Rob Nettle.
- 7.3.8. Social Secretary (Fundraising) – Sarah Blunden. Nominated David Jelfs, Seconded Denise Jelfs.
- 7.3.9. Publicity & Promotions – Unfilled
- 7.3.10. General Committee – Andrew Beck, Jeff Page, Terry Owen, Jordan Staples, Debra Waterman.. Nominated David Jelfs. Seconded Chris Roberts.
- 7.3.11. Accepted.

8. General Business:

8.1. Nominations for Life Membership

8.1.1. From Little Athletics Committee – None nominated

8.1.2. From Seniors Committee

Andrew Beck – nominated Chris Roberts, seconded Colleen Hargans

9. Any other business :

Review of Gymnasium equipment. Athletes to be supervised when used. Equipment review. Has not been completed as the people initially contact never followed through with the assessment or quotation. David Jelfs has contacted Limbo Gymnasium to reassess and quote on replacement equipment as required.

Discussion with coaches and relevant people as to what equipment is required and what is surplus to current training needs.

Increase in Senior's membership fees to \$50.00 per member. Moved David Jelfs. Seconded Denise Jelfs.

10. Meeting Closed:

Barry Carter thanked all for their attendance and closed the meeting at 7.35pm

PRESIDENT'S REPORT – TTG Senior Athletics

31 March 2007

Season 2006/2007 interclub was split into two separate competitions with the requirement to finish in the top two in one of the seasons to qualify for finals.

In the first half the Open, U20, U18 and U16 men all qualified. The second half, Chris Roberts drew on all of his resources to enable the U20 women to qualify. The Over 35 men had a big fight on their hands but with outstanding commitment and determination from a small group, managed to finish top, enabling them to compete in Interclub finals.

Interclub finals saw the U20 women, A Grade and U20 Men winning its THIRD successive premiership. This was strongly supported by the U16 men. It was also pleasing to see the Over 35 men winning their premiership. Making this a total of 5 championship pennants. What an outstanding achievement and commitment from our athletes, who gave their all to achieve this successful outcome – and in my opinion TTG has become the most successful club in SA.

Our youth competed well in the Sydney Nationals All Schools Championships with some athletes medalling and many achieving personal bests. Looking down the list of younger athletes, there is a lot to look forward to for TTG.

TTG men won the State Club Championships which was held early November over two nights, giving us the right to be the club to represent SA in the National Championships in Tasmania. At these Championships, we were well represented by a committed team, finishing 5th overall.

Again TTG was proudly represented in State Relays with great results over all age groups, men and women, with 14 gold, 7 silver and 4 bronze for track and 22 gold, 5 silver and 1 bronze for field. An outstanding effort.

TTG had a successful year behind the scenes, starting with many people volunteering to help at the City to Bay. This was a good opportunity to get behind the Club and soak up the atmosphere of this popular and growing event. We raised over \$1800 for the Club. A special thanks to Barbara, who worked in the City to Bay office, earning over \$700 for the Club.

The TTG Gift (pro meet) at Bulkana Oval was held on 18/2/07 and due to the hot weather, was subsequently moved to a twilight event. The day was a great success and being under lights, added to a great atmosphere. I would like to thank all of the sponsors who supported this event and a special thanks to everyone who helped on the day. These events would not succeed without their support. We received a lot of positive feedback from visiting athletes and officials resulting in the S.A.A.L. keen to re-book at Bulkana next year.

A very big thank you to the Seniors Committee for their support and commitment given to the Club throughout the year. They are:

Andrew Beck
Sarah Blunden
Terry Owen

Jeff Page
Cindy Ridgwell
Chris Roberts

Chris Staples
Jordan Staples
Pat Todd

Thanks also to all of the coaches who play a big part in our Club's success and of course a big thanks to the athletes, all of whom can be proud of their achievements in 2006/2007 both on and off the track.

We are pleased to advise that TTG Seniors membership has had a significant rise in 2006/2007 from a registered 74 athletes to 85. An achievement everyone involved with TTG Seniors should be proud of.

Best wishes to everyone involved with TTG Athletics Club and we look forward to your involvement in the Winter Cross-Country season and seeing you back on the track next season.

DAVID JELFS
President

AUDIT REPORT
FOR THE YEAR ENDED 31 MARCH, 2007

To the members of TEA TREE GULLY ATHLETICS CENTRE INCORPORATED

Scope

We have audited the special purpose financial report of TEA TREE GULLY ATHLETICS CENTRE INCORPORATED comprising the Statement of Cash Receipts and Payments, for the year ended 31 March 2007, as attached.

The TEA TREE GULLY ATHLETICS CENTRE INCORPORATED's Committee of Management is responsible for the financial report and has determined that the accounting policies used are consistent with the financial reporting requirements of the TEA TREE GULLY ATHLETICS CENTRE INCORPORATED's constitution and are appropriate to meet the needs of the members. We have conducted an independent audit of the financial report in order to express an opinion on it to the members of TEA TREE GULLY ATHLETICS CENTRE INCORPORATED. No opinion is expressed as to whether the accounting policies used are appropriate to the needs of the members.

The financial report has been prepared for distribution to members for the purpose of fulfilling the Committee of Management's financial reporting requirements under the TEA TREE GULLY ATHLETICS CENTRE INCORPORATED's 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.

Our Audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance on whether the financial statements are free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements. These procedures have been undertaken to form an opinion on whether, in all material respects, the financial statements are presented fairly in accordance with the cash basis of accounting whereby revenue is recorded when it is received, expenses are recorded when they are paid, and no assets or liabilities, other than cash and bank balances, are recorded. Accounting Standards and other professional reporting requirements are not applicable to the cash basis of accounting by TEA TREE GULLY ATHLETICS CENTRE INCORPORATED.

The audit opinion expressed in this report has been formed on the above basis.

Qualification

As is common for organisations of this type, it is not practicable for TEA TREE GULLY ATHLETICS CENTRE INCORPORATED to maintain an effective system of control over donations, subscriptions and other fund raising activities until their initial entry in the accounting records. Accordingly, our audit in relation to fund raising was limited to amounts tested.

Audit Opinion

In my opinion, the financial report presents fairly in accordance with the cash basis of accounting, as described above, the payments and receipts of TEA TREE GULLY ATHLETICS CENTRE INCORPORATED, for the year ended 31 March 2007.

Signed.....  Date..... 15.5.2007

Michael Hoff
Hoff and Ashby Pty. Ltd

TEA TREE GULLY ATHLETICS CENTRE INCORPORATED

INCOME and EXPENDITURE Statement for:

The Year 1st April 2006 to 31st March 2007.

2005/06	INCOME	2006/07
8698	Membership/Registrations L/A's	13628
1130	Membership/Registrations Seniors	620
27	Interest	1027
	Interest Term Deposits	3101
1400	Sponsorship / Donations	1050
4550	Hire of Hall & Equipment	2460
9193	Fundraising	7447
4219	Improvers Games/Pro Meet	3782
576	Sundry	635
3171	State Government Subsidy/Grants	6000
331	Canteen - Gross Profit from trading account(See Note 1)	1799
-132	Uniforms LA's Gross Profit from trading account(See Note 2)	1881
641	Uniforms Seniors - Gross Profit from trading account (See Note 3)	-959
33805	33,805 TOTAL	42470
		42,470
	Less EXPENDITURE	
23.80	Bank Fees/Tax&Fid	0
809.00	Affiliation Fees	720
2187.14	Fund Raising	1309
1359.76	Insurance	1360
327.42	Purchase & Maintenance of Equipment	3744
	Trophies	2559
693.00	State Team Representatives	4435
2380.03	Postage, Telephone & Power	2158
347.25	Stationary	105
6085.68	Building & Ground Lease/Costs	3102
1636.28	Depreciation	1408
287.00	Programme Book Printing	303
793.00	Registration / Entry Fees L/A's	6433
0.00	Registration / Entry Fees Seniors	395
3983.83	Improvers Games	2968
2443.88	Presentation Night	321
0.00	Canteen - See Note 1	0
0.00	Uniforms LA's -- See Note 2	0
0.00	Uniforms Seniors - See Note 3	0
1324.00	Sundry Expenses less itemised sundry	475
74.00	Conference Costs)Itemised Sundry	292
	Coaching Training Education)Itemised Sundry	660
28755.07	28,755 TOTAL	32746
		32,746
	5,050 Surplus/(Deficit) to Accumulated Funds	9,724

TEA TREE GULLY ATHLETICS CENTRE INCORPORATED

TRADING ACCOUNTS

<u>ITEM</u>	<u>CANTEEN</u>	<u>LITTLE ATHLETICS UNIFORMS</u>	<u>SENIORS UNIFORMS</u>
Sales	NOTE 1	NOTE 2	NOTE 3
Opening Stock at Cost	202	1372	560
Purchases	320	2827	1653
Less Closing Stock at Cost	(202)	4199	2213
	320	(2733)	(360)
Gross Profit	<u>1799</u>	<u>1467</u>	<u>1853</u>
		<u>1881</u>	<u>(959)</u>

Tea Tree Gully Athletics Centre Incorporated

Balance Sheet as at 31st March 2007

ACCUMULATED FUNDS

	\$	\$	2006/07 \$
Balance Brought Forward 31st March 2006	(Note 4)		77666
Plus Surplus/(Less Deficit) for The Year			9724
Plus Corrections re prior year			(504)
Balance Carried Forward 31st March 2007			<u>86885</u>

Represented By:

FIXED ASSETS

Plant & Equipment	40390		
Less : Accumulated Depreciation	(32058)		
Plant & Equipment at written down value	<u>8332</u>	8332	
Total		<u>8332</u>	<u>8332</u>

CURRENT ASSETS

Bank Accounts	General	15796		
	Bingo	<u>0</u>	<u>15796</u>	
Cash Floats	Clubroom Manager	100		
	Canteen	<u>100</u>	<u>200</u>	
Stock on Hand	Uniforms Sen/LA's	3093		
	Canteen	<u>202</u>	<u>3295</u>	
Investments	CBA Term Deposit	27733		
	Manchester Un.B.S	<u>31529</u>	<u>59262</u>	
Total			<u>78553</u>	<u>78553</u>

TOTAL ASSETS

86885

Note 4

The Auditor has recommended the following :

1. Buildings not to be shown on the balance sheet as the Centre does not own them.
2. A balancing figure of \$504 relating to prior years errors was used in these accounts.