



NOTICE OF ANNUAL GENERAL MEETING

To be held on Saturday, 20th March 2021 at 10.00am

AGENDA

6 March 2021

1. **Previous Minutes**

Acceptance of prior 2019/2020 AGM minutes.

2. **President's Report**

Presentation and acceptance of President's Report.

3. **Treasurer's Report**

Presentation and acceptance of Treasurer's Report for Year ended 31st December 2020.

4. **Motion to Accept Audited Financial Reports**

Presentation of Kew LAC Audited Financial Reports for the year ended 31 December 2020.

5. **Registrar's Report**

Presentation and acceptance of Registrar's Report.

6. **Nomination and Election of Committee, Officials and Volunteers 2021/2022**

Executive positions of President, Vice President, Secretary, Treasurer and Registrar must be filled to comply with our Deed of Operation and LA VIC's affiliation requirements:

- President – Incumbent, Anna Kiely does not propose to stand for re-election for this role. *Nominations are sought for this position.* Anna proposes to continue as a General Member of Committee for 2021/2022.
- Vice President – Incumbent, Matt Guthridge does not propose to stand for re-election for this role. *Nominations are sought for this position.*
- Secretary – Incumbent, Woodrow Inman does not propose to stand for re-election for this role. *Nominations are sought for this position.*
- Treasurer – Incumbent, Frank Foale proposes to stand for re-election for this role.
- Assistant Treasurer – Incumbent, Nick Healy, proposes to stand for re-election for this role.
- Registrar – Incumbent, Mardi Versteegen proposes to stand for re-election for this role.
- Canteen Co-ordinator – *Nominations are sought for this position.*

Kew Little Athletics Centre Inc.

Incorporated Association Registration Number A0061304E
Stradbroke Park, 1369 Burke Road, Kew East



Connect with us



kewlac@lavic.com.au
www.kewlac.org.au

- Chief Recorder – Incumbent, Sharn Innes does not propose to stand for re-election for this role. *Nominations are sought for this position.*
- Arena Manager – Incumbent, Frank Foale proposes to stand for re-election for this role.
- Uniform Co-ordinator– Incumbent, Kaye Montagnat proposes to stand for re-election for this role.
- Website Manager – Incumbent, Andrew Roach, proposes to stand for re-election for this role.
- Social Media Manager – Incumbent, Elisha Taylor, proposes to stand for re-election for this role.
- Cross Country Co-ordinator – Incumbent, Lindy Hall, proposes to stand for re-election for this role although nominations for additional co-ordinators are sought, in order to share this responsibility.
- Chief Starters – Incumbent for Long Distance, Tim Pagram does not propose to stand for re-election for this role. *Nominations are sought for this position.* Incumbent for Short Distance, Dan Rush proposes to stand for re-election for this role. *Nominations for additional starters are sought, in order to share the responsibility.*
- Marketing/sponsorship – Incumbent, Matt Guthridge proposes to stand for re-election for this role.
- Team Manager for Relays & EMR/State Track and Field Championships - Incumbent, Karen Choong, does not propose to stand for re-election for this role. Lindy Hall proposes to stand for election.
- Timekeeper - Incumbent, Nathan Edwards, proposes to stand for re-election for this role.

Anyone interested filling a role should contact our President Anna Kiely at president@kewlac.org.au

Other interested parents are invited to join the Committee as General Committee Members. Please express your interest at the AGM and have a say in how Kew Little Athletics Centre is run.

7. Other Business

For additional information about our AGM please contact our President Anna Kiely by e-mail at president@kewlac.org.au.



KEW LITTLE ATHLETICS CENTRE INC.

MINUTES OF ANNUAL GENERAL MEETING

Held on Saturday 2 May 2020 at 10.00am

1. Present:

Refer to attached Schedule of attendees

1. Acceptance of AGM Minutes 2018/2019

The minutes of 2018/2019 AGM Minutes were presented at the meeting. It was proposed that the minutes be accepted as accurate.

All in favour: Yes

2. President's Report 2020

President's Report was presented by Simon Olive. It was proposed that the report be accepted.

All in favour: Yes

3. Treasurer's Report 2020

Treasurer's Report presented by Ben Commerford. It was proposed that the Treasurer's report incorporating the Kew LAC Audited Financial Reports for the year ended 31 December 2019 be accepted.

All in favour: Yes

4. Registrar's Report 2020

Registrar's report was presented by Simon Olive and Patricia Henderson. It was proposed that the report be accepted.

Kew Little Athletics Centre Inc.

Incorporated Association Registration Number A0061304E
Stradbroke Park, 1369 Burke Road, Kew East

An official affiliate of Little Athletics Victoria



Connect with us



kewlac@lavic.com.au
www.kewlac.org.au

All in favour: Yes

5. Election of Office Bearers and Committee Positions 2020

Committee 2020 - 2021

Elections for the following executive committee positions were held

Position	Nominee	Proposed	Vote
President	Anna Kiely	Simon Olive	All in favour
Vice President	Matt Guthridge	Anna Kiely	All in favour
Secretary	Karen Choong*	Anna Kiely	All in favour
Treasurer	Ben Commerford	Simon Olive	All in favour
Registrar	Mardi Versteegen	Anna Kiely	All in favour

*Karen to continue until a new Secretary has been found

The following non-executive committee positions were proposed or noted as still needing to be filled.

Position	Committee Member
Coaching Co-ordinator & Coach	Manuela Dalla Costa
Chief Recorder	Niki Johansen
Chief Starter	Dan Rush
Arena Manager	
Team Manager	Karen Choong
Canteen Co-ordinator	
Uniform Co-ordinator	Kaye Montagnat
Communication, Social Media & Website	Andrew Roach
Cross Country Co-ordinator(s)	Lindy Hall and Nick Healy
Marketing and Sponsorship Manager	Matt Guthridge

6. Other Business

None

Close of Meeting 10.30am



SCHEDULE OF AGM ATTENDEES

1.	Simon Olive
2.	Karen Choong
3.	Ben Commerford
4.	Anna Kiely
5.	Mark Migliorini
6.	Andrew Roach
7.	Dan Rush
8.	Patricia Henderson
9.	Mardi Versteegen
10	Nathan Edwards
11	Tim Pagram
12	Aimee Pagram
13	Matt Guthridge
14	Claudia Tierney
15	Cynleen and Nick Healy
16	Frank Foale

Profit and Loss

Kew Little Athletics Centre

For the year ended 31 December 2020

	2020	2019	DIFFERENCE TO PRIOR YEAR
Trading Income			
Canteen Income	1,465	4,257	(2,792)
Fundraising Income	-	533	(533)
Grants	6,828	73,960	(67,132)
Interest received	316	1,067	(751)
Registration Income	21,114	23,773	(2,659)
Sponsorship	100	8,300	(8,200)
Uniform Income	765	755	10
Total Trading Income	30,589	112,645	(82,056)
Gross Profit	30,589	112,645	(82,056)
Operating Expenses			
Accountancy fees	550	1,036	(486)
Administration costs	660	-	660
Affiliation and competition fee	-	1,043	(1,043)
Affiliation Fees	59	110	(51)
Canteen Supplies	701	1,450	(750)
Coaching	13,792	16,811	(3,020)
Committee dinner	-	744	(744)
Donation/gifts	300	535	(235)
Equipment	10,466	82,358	(71,891)
Fees and permits	-	1,228	(1,228)
Fundraising expenses	-	426	(426)
General expenses	198	21	177
IT expense	1,280	974	305
Line marking	554	1,003	(449)
Maintainance	104	-	104
Presentation day	-	1,238	(1,238)
Printing and stationery	270	708	(439)
Rates:Council	(194)	4,006	(4,200)
Registration fees	-	175	(175)
Supplies	-	30	(30)
Supplies:Office	196	812	(616)
Telephone	-	505	(505)
Trophies/Awards	3,642	2,762	879
Uniforms	11,234	4,915	6,319
Total Operating Expenses	43,809	122,890	(79,081)
Net Profit	(13,221)	(10,246)	(2,975)

Balance Sheet

Kew Little Athletics Centre As at 31 December 2020

31 Dec 2020

31 Dec 2019

Assets

Bank		
Bendigo Bank Term Deposit	-	30,000
Bendigo Savings Account 1021	35,892	17,201
Bendigo Statement Account 0796	2,971	4,383
Total Bank	38,862	51,583
Current Assets		
Trade receivables New	1,500	2,000
Total Current Assets	1,500	2,000
Total Assets	40,362	53,583

Liabilities

Current Liabilities		
Rounding	-	-
Total Current Liabilities	-	-
Total Liabilities	-	-
Net Assets	40,362	53,583

Equity

Current Year Earnings	(13,221)	(10,246)
Retained Earnings	53,583	63,829
Total Equity	40,362	53,583