

# Burley Griffin Canoe Club Inc. Annual General Meeting 7 September 2017 Agenda

1. Welcome

**Attendees:**

**Apologies**

1. Minutes from previous AGM meeting (11th September 2016)
2. **Reports**
   1. *President’s Report:*
   2. *Treasurer’s Report*

Recommendation: that the next Committee consider forming a strategic planning sub-committee to help develop the next club strategic plan.

* 1. *Boat Captain’s Report*
  2. *Safety and Training Report*

1. **Convener Reports:**

**Marathon**

**Canoe Polo**

**SUP**

**Bay Area Kayakers**

**Ocean Racing**

**Membership Secretary**

**Triathlon**

**Beginners**

1. **Shed Extension Sub-Committee Report**
2. **Proposed Constitutional Change**

*to insert a new section  8. viii:*

*Proxy votes will be accepted in writing, to be cast by the presiding officer as instructed by the voter.*

1. **Request for additional funding for shed extension**

*request club membership to authorise additional expenditure of up to $24,000 for stage III of the BGCC club shed extension and fit out in accordance with subsection 3(viii)(c) of the constitution’*

1. **Other Business**
2. Committee Election
   1. Nominations and election for the Public Officer;

b) The Public Office dissolves the committee

As Public Officer, in accordance with section 9 of the BGCC Constitution relating to annual general meetings, I declare the current committee dissolved and I advise that I will proceed to conduct an election for office bearers and other club positions.

Nominations can also be accepted at this meeting. I remind the meeting that only current members are eligible for nomination and that they can be nominated and seconded and voted on only by current members.

Are there any nominations for positions from the meeting?

c) PROCEED TO VOTING ON NOMINATED MEMBERS for the Committee

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Position** | **Person** | **Nominator** | **Seconded** | **Status** |
| President |  |  |  |  |
| V President |  |  |  |  |
| Treasurer |  |  |  |  |
| Training and Safety Officer |  |  |  |  |
| Boat Captain |  |  |  |  |
| Ordinary Member |  |  |  |  |
| Ordinary Member |  |  |  |  |
| Secretary |  |  |  |  |

1. Nominations and voting / agreement for non-committee positions.

|  |  |
| --- | --- |
| Position | Person |
| Membership Secretary |  |
| Public Officer |  |
| Editor |  |
| Coaches rep |  |
| Webmaster |  |
| Assistant Boat Captain |  |
| Canoe Polo |  |
| SUP |  |
| Tri |  |
| Marathon |  |
| Sprint |  |
| ORC |  |
| BAK |  |
| Slalom - ww |  |
| Social Convener |  |
| Publicity and Sponsorship |  |

The new Committee and Conveners were welcomed

Meeting Closure:

**Attachments:**

**1.BGCC proposed constitutional changes re financial management**

1. FINANCES
   1. All monies of the Club shall be paid to the credit of the Club and shall be accountable to the Treasurer of the Club.
   2. All expenditure of club monies must be in accordance with the rules of the Club.
   3. Any such accounts shall be operated on by any ~~two~~ one signature~~s~~ of the President, Vice President, Secretary and Treasurer, following internal Club authorisation as set out in Clause iv below. Accounts can include financial products such as debit cards
   4. Internal Club authorisation processes are as follows.  
      1. All expenditure must be approved in writing by a minimum of two of the President, Vice President, Secretary and Treasurer prior to expenditure. For moderate and major expenditure [defined below], this step will follow the additional authorisation processes set out in (b) and (c) below.
      2. Moderate Expenditure: Any expenditure in a single transaction, greater than the “lower threshold”, but less than the ‘upper threshold” [defined below in clause v] must be authorised by a majority of the Committee members prior to expenditure approval;
      3. Major Expenditure: Any expenditure in a single transaction, greater than the “upper threshold” [defined below in clause v] must be authorised by a simple majority of those present at a Special General Meeting, or Annual General Meeting prior to expenditure approval.
      4. Expenditure must not be split to bring it under a lesser category.
   5. The “lower threshold” is one thousand dollars ($1,000). The upper threshold is ten thousand dollars ($10,000).
   6. The “lower threshold” and “upper threshold” can be amended by a simple majority of those present at a Special General Meeting or Annual General Meeting.
   7. The Treasurer shall keep full and proper records of ALL monies received and paid by the club, and associated records of expenditure approvals.
   8. The Treasurer shall place a brief statements showing the condition of club funds and financial position before each meeting.
   9. The Treasurer shall prepare a complete audited statement of income and expenditure of the Club during the preceding financial year and produce all books for inspection by members at each Annual General Meeting.

**2.Treasurer’s Report to the AGM**

Burley Griffin Canoe Club

ABN 92 618 161 917

Income Statement

For year ended 30 June 2016

Not Final – Subject to Audit adjustment areas in RED

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | 2016 | 2015 |
|  |  | $ | $ |
| INCOME |  |  |  |
| Other income |  |  |  |
| Club Memberships and Events |  | $45,273.90 | $52,428.55 |
| Government Grants |  | $6,600 | $11,500 |
| Triathlon and activity support |  | $4,651.00 | $1,636.37 |
| Interest earned |  | $1,532.54 | $1,108.93 |
| Donations and Miscellaneous |  | $750.00 | $5,768.72 |
|  |  |  |  |
|  |  | $58,807.44 | $72,442.57 |
|  |  |  |  |
| EXPENDITURE |  |  |  |
| Administrative Expenses |  | $ 7,878.35 | $7,712.23 |
| - Club Overheads | $5,695.09 |  |  |
| * Running costs | $2,183.26 |  |  |
| Services to Members |  | $12,925.10 |  |
| - Purchases | $3,836.53 |  |  |
| - conducting Activities | $9,088.57 |  |  |
| Depreciation \* |  |  | $4,061.00 |
| Miscellaneous |  | $ 343.34 | $461.14 |
|  |  |  |  |
|  |  | **$21,146.79** | **$61,112.39** |

Add $9,500 and this matches expenditure

$5,500.00 Lou’s BobCat Hire – Overflow CarPark

$4,000.00 2\* V7 Surf Skis

\* Depreciation of above $9,500 plus from Existing assets (@015 - $72,427.68)

Cheque Account $31,666.11

Fixed Deposit $75,000.00

**Bank as at today - 11/9/2016 $106,666.11**