

Title:	Minutes of 37 th Sports Federation of Victoria Inc. (Vicsport) Annual General Meeting - DRAFT
Meeting Location:	Catherine Freeman Room, Athletics House Ground Floor, 31 Aughtie Drive, Albert Park VIC 3206
Meeting Date:	Tuesday 19 November 2019
Meeting Time:	5.02 pm – 6.20pm

1. WELCOME AND INTRODUCTION

The Chair welcomed everyone to the 37th AGM of Vicsport and acknowledged and paid respects to the original owners of the land, elders past and present, those who attended the One Management Forum held just now, and all those currently in the room.

1.1 Attendance & Apologies

The Chair noted the apologies asked those in attendance to declare any further apologies in addition to those previously communicated. Carl Parkin from Equestrian Victoria and John Frazzetto from Karate Victoria were declared as apologies from members in attendance. No further apologies were declared.

Attendance:

Individual & Associate Members

First Name	Surname	Organisation
Richard	Amon	Disability Sport & Recreation
Cath	Black	Self employed
Nick	Hinneberg	Tennis Victoria
Anne	King	Disability Sport & Recreation
Michelle	Morris	MI Associates

Members

First Name	Surname	Organisation
Maria	Alexiadis	Karate Victoria
George	Angelopoulos	Football Victoria
Matthew	Brown	Equestrian Victoria
David	Chigwidden	Victorian Billiards and Snooker Inc.
Jim	Clement	Croquet Victoria
Grant	Cosgriff	Triathlon Victoria
Craig	Eastwood	Cycling Victoria Inc.
Peter	Filopoulos	Football Victoria
Emma	Flanagan	Australian Biathlon
Michael	Flynn	Sports Central
Emma	Gallagher	Cricket Victoria
Lorraine	Gutcher	Croquet Victoria

Anne-Marie	Harrison	Victorian Institute of Sport
Craig	Haydock	Badminton Victoria
Mark	Heggie	Paddle Victoria
Ritchie	Hinton	Table Tennis Victoria
Cara	Honeychurch	Tenpin Bowling Australia
Dwight	Hulme	Gymnastics Victoria
Andy	Huynh	Victorian Weightlifting Association
Therese	Magdulski	Golf Australia
Tim	McGrath	Tennis Victoria
Anthony	McIntosh	Little Athletics Victoria
Kristie	Middleton	Baseball Victoria
Paul	Milo	Cricket Victoria
Rayoni	Nelson	School Sport Victoria
Scot	Nicholson	Softball Victoria
Dan	Poynton	GippSport
Kelsey	Quinn	Baseball Victoria
Geoff	Rietschel	Volleyball Victoria Inc.
Craig	Ryan	Dragon Boat Victoria
Lynne	Sheehan	Gymnastics Australia
Megan	Simpson	Diving Victoria
Andrew	Skillern	Hockey Victoria
Kerry	Strauch	Sport North East
Sam	Watson	Lacrosse Victoria

Funding Partners

First Name	Surname	Organisation
Melissa	Backhouse	VicHealth
Tim	Burke	Sport & Recreation Victoria
Graham	Dudley	Global Wellness Tracking
Angelique	Everett	Sportspeople Recruitment
Steven	Gatt	Sports Accounting Australia
Kerry	Harris	Focus Consultants
Belinda	Kleverlaan	Sport & Recreation Victoria
Amelia	Lynch	Lander & Rogers
Tahlia	McGrath	Sport & Recreation Victoria
Ben	O'Brien	Sport & Recreation Victoria
Simon	Thompson	Sport & Recreation Victoria
Andrew	Weiss	My Sport Live
Shelley	White	VicHealth

Staff and Board

First Name	Surname	Organisation
Anthony	Bowd	Vicsport
Simon	Brookhouse	Vicsport

Tom	Dixon	Vicsport
Margot	Foster AM	Vicsport & Motorsport Australia
Tanya	Gallina	Vicsport
Ron	Gauci	Vicsport
Catherine	Harding	Vicsport
Lisa	Hasker	Vicsport
Bronwyn	Humphrys	Vicsport
Fiona	Jones	Vicsport
Tim	Large	Vicsport
Derek	O'Leary	Vicsport
Grant	Richardson	Vicsport
Susan	Smith	Vicsport
Andrew	Walton	Vicsport

Other attendees

First Name	Surname	Organisation
Andrew	Brooks	Law Squared
Mia	De Leo	Law Squared
Trent	Milvain	Law Squared
David	Quinn	Valley Sport

Apologies

First Name	Surname	Organisation
Max	Baker	DanceSport
David	Berry	Wimmera Regional Sports Assembly
Craig	Campbell	BMX Victoria
Don	Colbert	Pool Victoria
John	Frazzetto	Karate Victoria
Ian	Fullagar	Lex Sportiva
Libby	Mears	Leisure Networks
Michael	Neoh	South West Sport
Carl	Parkin	Equestrian Victoria
Julie	Sarll	Julie Sarll & Associates Pty Ltd
Hilary	Shelton	ACHPER
Tony	Sherwill	Bowls Victoria
Glenn	Turnor	Athletics Victoria

2. MINUTES

2.1 Minutes of previous meeting

The Chair noted the prior circulation of the 2018 Minutes, took them as read and requested any questions or amendments. No questions or amendments were raised.



Motion:

That the minutes of the 36th Annual General Meeting held on Tuesday 20 November 2018, are taken as read, accepted as a true and correct record of the meeting's proceedings and discussion.

Moved: Jim Clement (croquet)

Seconded: Maria Alexiadis (karate)

CARRIED

3. PRESENTATION OF ANNUAL REPORT

Chairman's Report

The Chair briefly ran through the agenda for the evening.

The Chair noted the financial discussion to be conducted later in the evening by Lisa Hasker, Vicsport CEO and Tim Large, Vicsport Ex-Officio, although wished to comment briefly on them himself.

The Chair noted the fantastic 2018-2019 results, stating that from his election in 2017, he declared that if Vicsport becomes an organisation that supports and works with its members, it will need to change its model. Viability, sustainability and relevance will only be the end product if Vicsport built the required resources, capabilities, skills and programs.

The Chair noted member-based organisations want to see return from their membership fees including deliverables, support, services, etc., although as costs increase, undertaking this is very difficult. For the sustainability of organisations, Vicsport and other member-based organisations need to ensure that they are not solely dependent on membership fees, and take a more commercial approach, finding alternate sources of income.

The Chair stated Vicsport had to undergo changes, including not only the change of Chair, but also the change of CEO. In doing this, Vicsport also needed to ensure that despite the changes, a sense of stability remained. Vicsport's success of this is evident throughout printed and presented reports, and has resulted in a healthy surplus, ensuring further resources and capability to deliver more programs.

The Chair further noted the good year Vicsport had, touching on the newly formed committees which have been set up to focus on delivering particular aspects of the Vicsport business, the KPIs which have been set in order to measure Vicsport and its successes and how Vicsport in the 2018-2019 year achieve pretty much every KPI set. The Chair proceeded to name and individually thank the entire Vicsport Board and Team for their efforts in making this a reality.

The Chair raised how challenging it can be to achieve the great KPIs set despite limited resources and noted his appreciation for the small organisation of Vicsport, where everyone knows their individual roles and how they can work with the team to achieve these great results.

The Chair also wished to thank Vicsport's major partners, SRV and VicHealth for all the received support, the Minister for Sport and his staff, Vicsport's key sponsors, Vicsport's member SSAs, RSAs, LGAs and Associates.



The Chair then handed over to Lisa Hasker, CEO of Vicsport to present her report.

CEO's Report

Vicsport CEO, Lisa Hasker welcomed all those in attendance including members, sponsors and friends and wished to thank the Vicsport staff and the Vicsport Board, appreciating their support. Lisa thanked major partners SRV, VicHealth, in addition to our corporate sponsors, partners and preferred suppliers. Vicsport has a few new partners on board to assist in providing more support and discounts to our members. These partners assist in supporting us, although our major focus is to assist ultimately our members.

The Awards is an exciting evening which celebrate all levels of sport in Victoria. We are well underway in preparing for the 2019 Awards and wish to receive a greater number of nominations from our members. The CEO wished to thank all those members who had already submitted nominations and encouraged those who hadn't to do so as our goal is to build the pool to ensure the greatest representation from all sports possible.

The CEO noted the various one-on-one meetings Vicsport has held with our members to nut-out the specific individual issues in which Vicsport will attempt to assist with, or advocate to VicHealth and State Government. This continually updated list includes facilities, long-term funding, dispute resolution assistance, MPIO training, governance and CEO assistance and it is requested that members continue to inform Vicsport of any additional issues they may have.

The CEO mentioned the special interest groups which have been started up in the past financial year. This includes CPA in which COOs and CFOs get together to discuss financial issues and updated HR and financial laws. The Junior Sport Advisory Group was one other group started in the 2018-2019 year which deals with issues relating to juniors in sport. Additionally, a group discussing all Child Safe laws and issues ensured Vicsport to continually hold meetings and events relevant and important to our members. Further, the importance of a media, communications, marketing and sponsorship group has been discussed and will be started shortly.

The CEO reiterated the Chair's statement of the 2018-2019 year to be a year of consolidation with the view to begin new and exciting member-guided work, events and projects in the 2019-2020 financial year. Members were once again invited to contribute their thoughts ideas and issues.

The Chairman invited the Chair of the Vicsport Finance, Risk and Audit Committee (FRAC), Tim Large to present the 2018/2019 Audited Financials.

4. PRESENTATION OF AUDITED FINANCIAL STATEMENT

In contrast to 2017-2018 year, the Chair of the Vicsport FRAC noted a satisfying 2018-2019 year. This was a vital turnaround and gratitude was extended to Vicsport CEO, Lisa Hasker and her team for their extensive assistance in achieving this.

VICSPORT

The FRAC Chair noted the audited statement of accounts and reported the following figures:

	2015/16	2016/17	2017/18	2018/19
Total Income	\$993,820	\$1,106,223	\$1,004,527	\$1,124,113
Total Expenditure	\$985,982	\$1,102,078	\$1,107,124	\$992,330
Surplus/Deficit	\$7,838	\$4,145	(\$102,597)	\$131,783
Cash Reserves/Equity	\$192,878	\$197,023	\$94,426	\$226,207

The FRAC Chair acknowledged the encouraging growth on every income line and the decrease in expenditure, resulting in a positive surplus, providing confidence going forward. While Vicsport will not be budgeting for another large surplus for the upcoming financial year, Vicsport is still budgeting for a small surplus to assist in delivering the previously discussed services to our members.

The figures were discussed and the current reliance on grants was noted. Vicsport must continue to concentrate on diversification of income streams. Like many other organisations, Vicsport's biggest expense was employee costs. While this unlikely to change, it is important to continue to balance this requirement.

The FRAC Chair concluded his report stating Vicsport's solvency.

The Chair wished to reiterate the importance of the increase in every revenue line in addition to the strategic spending of the received grants.

The Chair opened the floor and requested any comments from those in attendance regarding the Chair, CEO and Finance reports.

Motion:

That the statement of accounts for the year ended 30 June 2019, audited by MWY, as circulated, be adopted.

**Moved: Matthew Brown (equestrian)
Seconded: Peter Filopoulos (football)
CARRIED**

5. NOTICES OF MOTION

The Chair welcomed the head of the Vicsport Governance Committee, Catherine Harding to propose the previously distributed Special Resolution.

Catherine noted the review of the Vicsport Rules by the newly formed Governance Committee which resulted in a draft Special Resolution- Amendment of the Rules of Association.

The following amendments to the Rules were sought:



The first one relates to clause 8.4, regarding membership. The current approach requiring the Vicsport Board to approve membership applications is inefficient and it is proposed to delegate the approval of membership requests to the CEO.

The next two amendments refer to 20.6, relating to postal voting. It is proposed to amend clause 20.6(1) to broaden the definition of postal voting to also include electronic voting and to delete clause 20.6(2), which limits postal voting to those located outside 90km of the CBD. This will allow all members to access postal voting and ensure all members have broad access to their right to vote.

The final amendment is to rule 27.2. to state that all cheques, drafts, bill of exchange, promissory notes and other negotiable instruments shall be signed in accordance by the Delegations Policy, as approved by the Board.

Catherine additionally noted a small number of typos corrected then called for a vote, stating a minimum of three quarters of the membership in attendance to approve the Special Resolution.

Catherine called for a vote via show of hands of members and any proxy's on adoption of the Special Resolution- Amendment of Rules of the Association dated 23 October 2019.

Those in favour of passing the Special Resolution exceeded twenty.
All in favour.

The Special Resolution was passed.

Chair Declaration:

That the Special Resolution- Amendment of Rules Association dated 23 October 2019 has been passed.

6. ELECTION OF DIRECTORS

The Chairman acknowledged Vicsport's appreciation of the terrific director who will not be seeking re-election proceeding his term being up for renewal, Richard Amon and thanked him for his great contributions and services to the Board and Vicsport.

Richard Amon made a short speech, stating he was honoured to serve and looks forward to the organisation getting stronger.

The Chair stepped aside and once again welcomed Catherine Harding to the floor.

The Chair of the newly established Selection, Performance and Remuneration Committee (SPARC), Catherine Harding introduced the candidates for this year's election and provide them the opportunity to speak to those members in attendance. Catherine noted Vicsport was seeking nominations for three (3) vacant positions. The five (5) high calibre nominations have been reviewed by the SPARC and Governance Committee and it can be confirmed that all nominations meet the set requirements. Catherine noted the five nominations to be male, although confirmed that regardless of the outcome

of the election, the Vicsport Board will continue to abide by the quota set by the State Government that 40% of Director positions be held by women. Additionally, Catherine noted that diversity on the Vicsport Board was a high priority, not only with regards to gender diversity but also in respect of other attributes such as culture, disability and location of residence. She noted that a board that reflects the diversity of its membership is in a greater position to respond to the diverse needs of the membership. Catherine encouraged members to keep this in mind when thinking about the 2020 Vicsport Election and consider nominating or informing others to nominate to assist with achieving this.

The Chair of SPARC subsequently noted the five (5) nominations received for the three (3) vacant director positions and invited those nominated to speak to the members in attendance prior to voting.

In alphabetical order, presentations were received from:

- Stuart Craig
- Peter Filopoulos
- Ron Gauci
- Jamie Parsons
- Andrew Walton

Following the speeches, final votes were submitted, and the scrutineers counted the votes while the next agenda items were moved forward.

The votes were counted, and it was announced that while there was one outstanding successful nomination, it was a tie between three (3) others; Peter Filopoulos, Jamie Parsons and Andrew Walton. Those voting members in attendance were requested to complete a re-vote, voting for two (2) of the three (3) tied nominations.

The re-submitted votes were counted, and the Chair of the SPARC declared the result. The three (3) successful nominees to join the Board, in alphabetical order, are to be Peter Filopoulos, Ron Gauci and Jamie Parsons.

The Chair of the SPARC welcomed Peter, Ron and Jamie to the Board and noted that the votes will be destroyed. The Chair of SPARC thanked Stuart Craig and Andrew Walton for their nominations.

7. MEMBERSHIP REVIEW PRESENTATION

Vicsport CEO and Lisa Hasker and Chair of the newly formed Membership Committee, Tanya Gallina presented to the membership on the membership review.

Tanya wished to thank Lisa, Ron and the other members of the Membership Committee.

Tanya mentioned the first step was to seek feedback from current and lapsed members. 64 responses were received and gave a good overarching snapshot of the thoughts of the Vicsport membership. A few points to note: that email was appreciated as the preferred method of communication, there was an interest in networking, the Victorian Sport Awards were rated highly in addition to education programs, innovation, access to resources and voting rights.

The membership survey information enabled a recommendation to be written and taken to the board.

Current membership information on the Vicsport website is not communicated as simply as it could be, resulting in a review and alteration of this to enhance communication of Vicsport's value proposition, in addition to a streamlining of membership categories and pricing. Further to this, a review of the events to meet all members needs was undertaken.

Vicsport CEO, Lisa Hasker noted main change will be the "VPN" membership changing to the streamlined, "Individual" membership. Additionally, it was noted that individuals who are staff of organisation members, or staff of organisation member affiliates will not require to be an Individual member as they will gain all member benefits from being a part of their member organisation. Lisa also stated the addition of the "Extra Large" Organisation category and noted the communications to be sent out in the coming weeks prior to implementation.

Vicsport CEO, Lisa Hasker wished to thank all those who completed the survey and noted Vicsport to undertake this annually to keep on top of the changing needs of the membership.

8. APPOINTMENT OF AUDITOR FOR 2019-2020

The CEO introduced the Chair of the Vicsport Finance, Risk and Audit Committee, Tim Large who stated the 2018-2019 appointed auditor MWY, and wished to re-appoint them for the 2019-2020 financial year. Tim Large requested that those in attendance approve the new auditor.

Motion:

That MWY be appointed as the auditor of Vicsport for the 2019/2020 financial year.

Moved: Jamie Parsons (gymnastics)

Seconded: Jim Clement (croquet)

CARRIED

9. OTHER BUSINESS

The Chairman opened the floor to those in attendance for any other areas of business while still awaiting the outcome of the election.

No other business was raised.

10. MEETING CLOSE

Vicsport Chair, Ron Gauci thanked those who attended and voted and invited those still in attendance to enjoy the refreshments provided. Ron wished all a safe Christmas and New Year.

The Chairman subsequently declared the meeting closed at **6.20pm**.