



Minutes of  
**Annual General Meeting – 29<sup>th</sup> March, 2017**

*held via*

**Teleconference (Express Virtual Meetings)**

8:00pm AEDST (NSW, Tas, Vic), 7:30pm (SA), 7:00pm (Qld), 5:00pm (WA)

*Shaded boxes display previous decisions/notes and post AGM information*

## Attendees

Brett Morris (NSW)  
Ian Fox (VIC)  
John Rohde (SA)  
Clarence Macalister (TAS)  
Tim Brazier (WA)  
Scot Farley (QLD)

## 1. Welcome

Brett Morris (chairperson) opened the meeting at 8:05pm Sydney Time.

Clarence welcomed as the new Tasmanian Rep (taking over from David Moorhead)

## 2. Apologies

None

## 3. Confirm minutes of previous meeting

Confirmation of the minutes was moved by Brett Morris and seconded by Ian Fox

## 4. Matters arising from previous minutes

### 4.1 Bruce McPhail presentation

Brett offered to arrange procurement of a unique trophy.

#### 2010 AGM:

*With respect to the AWA presenting him with something in recognition of his service to the association (see 2009 AGM Minutes), he will be given something along the lines of what WNSW presents to its members.*

- *Brett to send sample pictures to reps.*
- *Ian F to follow up with Brett*

## 5. Financial report

### 5.1 2016 Financial Statement

- Event Sponsorship: \$2,000 being Green Island sponsorship for 2015 & 2016 events from North Queensland Intensive Care.

- Event Income: none in 2016.  
Income from the 2016 Green Island event is currently being transferred to the AWA (\$10,191.87 from WNSW). Event costs are expected to be around \$9,500.  
No money is expected from the Raceboard Worlds.
- GI Expenses to be paid to Beach Technology before end of our 2017 financial year (after 30<sup>th</sup> June). Approved amounts are detailed in the 2016 AGM financial report (also listed in the current Financial report).
- The Grant for Raceboard Worlds wasn't paid. It wasn't needed to guarantee profitability.
- The PO Box is shared with Windsurfing SA. In 2016, the AWA paid the bill and sought 50% refund from that state association
- Insurance expenses rose slightly but is still \$4000 less than the 2013 fee, for improved cover. Membership levies on the other hand, have dropped, but are still more than the premium paid.

## 5.2 Account Access

Another committee member should have access to the bank account. Bill Joselin may still be a signatory. A letter to the bank may be required to remove him.

Brett asked John to find out what's required to add or remove signatories on the account.

Motion#1: To remove Bill Joselin as a signatory to the account if his access is still valid

Proposed by Tim and Seconded by Brett

MOTION CARRIED

Motion#2: To add Brett Morris as a signatory on the account

Proposed by Ian and Seconded by Scot

MOTION CARRIED

The desired result is that the Treasurer (John), and the President (Brett) have access to the account with "one-to-sign" for cheques (AWA Constitution Rule 29). Usually, John is sole user of the account. Cheque writing is rare.

*Regulation 48 (1) (d)*

*The Treasurer must ensure that cheques are signed by at least 2 committee members.*

*Regulation 48 (3)*

*The Treasurer must ensure that at least one other committee member has access to the accounts and financial records of the Association*

## 5.3 Consumer Affairs Victoria (CAV) Statement

The Association is incorporated in Victoria. They require the lodgement of our Annual Statement within 1 month of the AGM date. The online lodgement doesn't require the uploading of a document (ie. pdf) as was done previously.

Information recorded includes:

- Member count at end of financial year (524 @ 31/12/2016, 556 last year)

- Total assets held by Assoc \$74,970.11 (see financial statement)
- Total liabilities owed by the Assoc \$29,712.26 (see financial statement)
- Total revenue \$14,435.69 (see financial statement)
- Total expenditure \$9,797.51 (see financial statement)

A copy of last year's statement was attached to the meeting notice  
Ilan Fox was added, last year, as an AWA Delegate on the myCAV site

Acceptance of the Financial Report  
moved by Brett Morris and seconded by Ian Fox

MOTION CARRIED

## 6. Election of association office bearers and ordinary members of the committee

No nominations were received prior to the meeting for the positions of Secretary/Treasurer, President and Vice-President, but the existing office holders agreed to continue in their positions. The following Officers were elected:

- President                               Brett Morris   Nominated by Scot Farley & Ian Fox
- Vice President                         Ilan Fox        Nominated by Brett Morris & Clarence Macalister
- Secretary/Treasurer                 John Rohde   Nominated by Brett Morris & Tim Brazier  
(Public Officer)

Ilan wished it acknowledged, to thank David Morehead for his service to the sport nationwide and in Tasmania. Clarence also made a note on Tassies "seabreeze" site

<https://www.seabreeze.com.au/forums/Windsurfing/Tasmania/Windsurfing-Tasmania-update>

## 7. General Business - General discussion;

### 7.1 Membership Numbers:

NSW 221; WA 240 (+21 event only); Vic 29; Qld 108 (+8 event only); SA 25; Tas 22  
Total 674 (+29 event only) @ 19/02/2017

Members @ 30/06/2016 = 729 (previous year 587).

- Victorian numbers down due to 2 major events being cancelled due to lack of wind. Sandy Point Melbourne Cup & Breakwater to Beacon didn't happen (again). They attract sailors who only attend these events, and nothing else. Makeup events on windless days also hindered membership growth.
- NSW picking up more "yacht clubs" as affiliated bodies. Established clubs wanting to increase membership via windsurfing activities.
- Every state is different, as to what works for them.

## 7.2 Fee Structure:

Brett & Clarence proposed that the fees remain the same. All agreed.

- The affiliation fee is currently \$3 per member, with a maximum of \$600
- Affiliation fees are payable in February 2018, and are based on State insurance numbers at 30th June 2017 (excluding insurance only payments).

## 7.3 Liability Insurance 2017/2018

Brett & Clarence proposed that the fees remain the same. All agreed.

- The Insurance fee is currently \$15/member
- Adding \$3/member for affiliation brings the total AWA fees to \$18/member.
- Subject to change if insurance costs change significantly (up) from last year (renewal invoices will not be available until June)

## 7.4 IWA Affiliation Fees:

	<u>2016 Fees</u>	<u>2017 Fees</u> (To Be Paid)
<i>Formula Windsurfing</i>	100 Euros *	<b>100 Euros</b>
<i>IFCA</i>	100 Euros *	<b>100 Euros</b>
<i>Raceboard</i>	100 Euros *	<b>100 Euros</b>
<i>Techno 293</i>	100 Euros *	<b>100 Euros</b>
<i>Total</i>	\$647.35 AUD	<b>\$TBA AUD</b>

At the 2014 AGM, we decided to pay for all 4 classes.

Australian Sailing is responsible for RSX payments.

Techno 293 Assoc being reformed with Brett on the committee. Class being supported by Australian Sailing as their junior windsurfing class.

Brett & Tim proposed that we continue paying for all 4 classes. All agreed.

*IWA paid on 21/04/2017 - \$621.78 AUD for "Limited Membership" of the relevant classes*

### IWA National Class Association Annual Membership

Membership - €200 per class:

one vote at the Class AGM,

one vote (per class) at the IWA AGM,

unlimited number of representatives of your country may take part in IWA sanctioned\* class championship events per year (subject to qualification restrictions if applied).

For developing nations and those National Class Associations (NCA's) that are unable to be fully represented at class world and continental championships:

#### **Limited Membership (LTD) - €100 per class**

one vote at the Class AGM,

one vote (per class) at the IWA AGM,

NB: Only up to two representatives of your country may take part in IWA sanctioned\* championship events per class per year. Class secretaries are urged to check competition entry lists which will also be monitored by IWA!

## 7.5 Australian National Championships:

A list of national class association (known/proposed) events, which AWA reps are aware of.

<b>Class</b>	<b>Proposed Dates</b>	<b>Proposed Venue &amp; Host</b>
Formula Windsurfing	17-20 Jan 2018	RQYS
RS:X		
Raceboard	17-20 Jan 2018	RQYS
Slalom/Freerace/Freestyle	24-28 July 2017	Green Island, QLD
Techno 293 & Youth	11-15 Jan 2018	RQYS
Wavesailing	?	Geraldton?
Windsurfer OD		

## 7.6 Review of National Initiatives

### 7.6.1 Website

- The website (windsurfing.org) is an “information site”, but needs each state’s input to keep it current. It contains static information and should redirect users to more relevant sites for “the latest” news. The only items that are not static are the Member List and Sail Number Register which can’t be replicated elsewhere. The calendar pages aren’t useful. Maybe Google Calendar?  
The Insurance (summary) page is awaiting a response from the insurer.  
The site needs a face-lift and simplification.

ACTION: Each state rep to review their pages and send changes through to John

ACTION: John to work on face-lift and simplification.

- A TidyHQ site has been created (windsurfing.org.au) and integrated with WWA sites to explore how it can benefit AWA
- Seabreeze is still the main point of contact for some states
- Facebook site being used more. Nearly 550 likes

### 7.6.2 Sail Number Register

- Brett likes the new graphical sail number status representation on the website.
- John said it does rely on one person’s database to generate the page
- How can we inform members of their allocated sail number through the TidyHQ system? How can new numbers be allocated? Tim is exploring this with TidyHQ.

*Currently, there are a large number of 3-digit sail numbers expiring on 30/06/2017 (shown pink on <http://www.windsurfing.org/sailnumbers.htm> ). Some 2-digit numbers may also expire on that date.*

*The AWA cannot currently inform members of their sail number allocation if an email address isn’t provided. In many cases, they aren’t.*

### 7.6.3 Insurance Register

- Discussed in website (above).

### 7.6.4 National Calendar of Events

- Discussed in website (above)

#### 7.6.5 Strategic Plan/Budget for AWA Expenditure

- See 5. "Financial Report"

##### Event Grants 2009 AGM:

*AWA to support events by funding expenses for interstate event organisers/judges to attend National events. \$3000 per year, with \$1000 max per event. **Grants should be sought in advance of an event, rather than afterwards.** Usually, \$500 per class nationals, is sought after the event.*

#### 7.7 Techno & RSX

Techno "happening" in NSW. Into school sailing programs via yacht clubs. Popular.

#### 7.8 Magazine Subscription Offer

Not discussed

### 8. Other Business

#### 8.1 Personal Floatation Device (PFD) Rules

Scot circulated a comprehensive (draft) document stating the PFD rules. Each state's requirements were considered. No-one expressed issues with the document.

We want to mandate PDF2/L50 standards, and rule out inflatable vests  
PDF3's for Windsurfing are disappearing from the market.

The final document needs to be placed on the AWA website.

The "Risk Management Rules" on the website need to be updated for current PFD practices.

ACTION: Tim and Scot to submit a draft for the committee's consideration.  
Both PDF Guidelines and Risk Management Rules documents are needed.

##### **Post 2016 AGM notes from Scot:**

*I will look over the YA documentation and all the existing rules from the other windsurfing clubs and try and cross reference them to the maritime safety rules. Any crossovers that work for windsurfing I will glean out for a Windsurfing specific document.*

*I'd like to run this by the group and if everyone agrees that this is a suitable document for our sport then I think we should have it approved by the insurers and set it in place as our national standard that all the national, state and affiliated clubs agree to abide by.*

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**Australian Sailing** has a clause that may be useful:

*"PFD requirements vary between the States and Territories and it is recommended that before purchase and use it should be established that the PFD is acceptable under local law"*

*Australian Sailing also states, "Inflatable PFDs shall not be used" – see page 9 of this document <http://www.sailing.org.au/wp-content/uploads/2013/10/121211-2013-16-special-regulations-part-2-off-the-beach-boats.pdf>*

#### 8.2 Medicare gap cover on insurance

Tim mentioned that other sports do it, why not us?

### 8.3 Rolling Membership Year

People who join in January are only covered by the liability insurance until 30<sup>th</sup> June, whereas rolling membership would cover them for 12 months. An internet based membership easily facilitate this. An automated reminder system is essential – TidyHQ has that option.

John stated that State Constitutions may need altering if they didn't handle rolling memberships.

John also expressed concerns about how the insurance levies would be collected.

ACTION: Tim to see whether AWA on TidyHQ could collect each states member fees and refund the State portion back to it.

Is this a better option than each state managing their own site and feeding the funds up to AWA? No funds from WWA currently flow in that manner – AWA invoices them from time to time (outside TidyHQ system).

Consider what we have locked into a July renewal, i.e. club affiliation fees, AWA Affiliation based on numbers at 30<sup>th</sup> June, etc.

Shifting the AWA renewal date away from July 1<sup>st</sup>, like states may have had in the past, was discussed.

### 8.4 Update AWA Constitution to align better with CAV 2012 Act and Regulations

ACTION: John to circulate relevant documentation for consideration by the committee. Our rules based on an old set of “model rules” may be superseded by the new “model rules” introduced with the 2012 changes. Tasmania's experience is to start with the “model rules” and change as necessary.

<https://www.consumer.vic.gov.au/clubs-and-not-for-profits/incorporated-associations/running-an-incorporated-association/rules>

## 9. Meeting Closed

Scot reiterated that Australian Sailing want to be more proactive with respect to encouraging windsurfing. How do we feed off/into that to help grow the sport? How does this happen without sailors needing to be members of Australian Sailing (expensive). They want us to grow.

Brett is meeting with AS on a weekly basis and is working on building the relationship between AWA and AS.

Brett suggested that another meeting be held in July 2017. And additional quarterly meetings while this Australian Sailing activity gathers momentum.

Brett thanked John for organising the meeting.

Brett closed the meeting at 10:41pm Sydney Time



**FINANCIAL STATEMENT**

**1/01/2016 to 31/12/2016**

**BANK BALANCE @ 31/12/2015**

**\$ 70,331.93**

<b>INCOME</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
State Levies				
NSW	\$ 600.00	\$ 585.00	\$ 600.00	\$ 453.00
VIC	\$ 549.00	\$ 483.00	\$ 405.00	\$ 231.00
QLD	\$ 252.00	\$ 399.00	\$ 420.00	\$ 363.00
TAS	\$ -	\$ 309.00	\$ 174.00	\$ 78.00
SA	\$ 60.00	\$ 153.00	\$ 120.00	\$ 102.00
WA	\$ 600.00	\$ 600.00	\$ 456.00	\$ 534.00
Other Affiliation (from Nationals)				
IMCO	-	-	-	-
IWA	-	-	-	-
Insurance	\$ 14,201.00	\$ 15,163.00	\$ 12,578.00	\$ 10,579.00
Other Income				
PayPal setup				\$ 0.19
Refund (PO Box Rental)	-	-	\$ 90.50	\$ 95.50
Event Sponsorship	\$ 5,000.00	\$ 1,000.00	\$ -	\$ 2,000.00
Event Income	\$ 8,828.12	\$ -	\$ 14,280.61	\$ -

**TOTAL INCOME ( 2016 )**

**\$ 14,435.69**

<b>EXPENSES</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Affiliation Fees				
YA	\$ -	\$ 130.00	\$ 135.00	\$ -
IWA	\$ 593.94	\$ 643.40	\$ 608.97	\$ 647.35
Bank Charges	\$ 138.30	\$ 128.10	\$ 126.60	\$ 120.00
Consumer & Business Affairs (Vic)	\$ -	\$ -	\$ 155.80	\$ 54.40
Insurance	\$ 12,217.83	\$ 7,386.51	\$ 6,922.02	\$ 8,184.77
Internet/Website	\$ 274.86	\$ 285.86	\$ 382.11	\$ 274.86
Event Grants	\$ 1,500.00	\$ 500.00	\$ 500.00	\$ -
Event Expenses	\$ 1,807.49	\$ -	\$ -	\$ -
Teleconferencing (AGM)	\$ 438.60	\$ 385.85	\$ 335.06	\$ 325.13
Other Expenses				
PO Box Rental	\$ -	\$ -	\$ 181.00	\$ 191.00

**TOTAL EXPENSES ( 2016 )**

**\$ 9,797.51**

**Asset: Cheque Account Balance @ 31/12/2016**

**\$ 74,970.11**

**Asset: Other @ 31/12/2016**

**\$ -**



Outstanding Income as at 31/12/2016

Green Island Event 2016	TBA	
Raceboard Worlds	NONE	
Windsurfing TAS - Insurance (INV#343)	\$ 30.00	Paid Jan 2017
Windsurfing WA - Insurance (INV#350)	\$ 1,275.00	
Windsurfing VIC - Insurance (INV#349)	\$ 420.00	

Outstanding Liabilities as at 31/12/2016

Beach Technology - Green Island Event Expenses 2013	\$ 10,317.71	
Beach Technology - Green Island Event Expenses 2014	\$ 7,321.85	
Beach Technology - Green Island Event Expenses 2015	\$ 12,002.70	
Beach Technology - Green Island Event Expenses 2016	TBA	
John Rohde - Affiliation (Australian Sailing) on 23/SEP	\$ 70.00	Paid Feb 2017
Event Grants not yet paid	\$ -	none

**BANK BALANCE @ 31/12/2016**

**\$ 74,970.11**