



Minutes of
Annual General Meeting – 19th March, 2019
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 8:01pm Sydney Time.

2. Apologies

None

3. Confirm minutes of previous meetings

Confirmation of the Previous AGM was moved by Brett and seconded by Tim with confirmation of the SGM minutes being moved by Ian and seconded by Clarence

http://www.windsurfing.org/files/info/AWA_AGM_Minutes_2018.pdf

http://www.windsurfing.org/files/info/AWA_SGM_Minutes_20181228.pdf

4. Matters arising from previous minutes

None

5. Financial report

PART 4—GENERAL MEETINGS OF THE ASSOCIATION

30 Annual general meetings

(4) The ordinary business of the annual general meeting is as follows

(b) to receive and consider

(ii) the financial statements of the Association for the preceding financial year submitted by the Committee in accordance with Part 7 of the Act;

41 Minutes of general meeting

(3) In addition, the minutes of each annual general meeting must include

(c) the financial statements submitted to the members in accordance with rule 30(4)(b)(ii); and

(d) the certificate signed by two committee members certifying that the financial statements give a true and fair view of the financial position and performance of the Association;

CAV's annual statement must

(a) include a statement of the terms of any resolution passed at the annual general meeting concerning the financial statements; and

(b) be accompanied by, or make provision for the payment of, the prescribed fee (if any).

5.1 2018 Financial Statement (attached)

- No 2018 Green Island monies have been received.
- GI Expenses for 2016 & 2017 were paid out
- The PO Box is shared with Windsurfing SA. In 2018, the AWA paid the bill and sought 50% refund from that state association
- Windsurfing Victoria's "outstanding income", mentioned in the Financial Report, was paid before the AGM

- Tim's queries with respect to the GI event were dealt with via email before the meeting.

Brett proposed that the Financial Statements be accepted as correct.

Seconded by Tim.

*A Copy of Tim's email queries (**bold text**) and John's responses earlier on March 19th.*

I have been going through the financial statements for tonight's AGM and I have a couple of questions mostly surrounding GI and I have a fear I'm could be about the shoot the messenger. If so I apologise in advance. My questions are:

- ***The WWA grant is shown as a 2018 expense when it was provided in 2017***

JR: It was approved in 2017 (SGM) but not paid until Feb 2018.

- ***Event sponsorship - I thought AWA provided \$1000 to GI or did we get \$1000 from somewhere?***

JR: \$1000 event sponsorship received from NQICS. It goes straight to AWA but Ian considers it when summing up the GI Expenses. AWA doesn't send any funds to help with GI.

- ***The 2016 and 2017 GI cash movements are shown as 2018 expenses. I don't think it should be shown this way as the expense was not incurred this year. A loss of 12k is shown when 2018 actually made around 5k.***

JR: The refunds to Beach Technology for running the event were paid out in 2018 for both events. Payouts are rarely made in the same year as income received. Payout date was agreed with Ian (for after June 30)

• **Similarly, there is no Event Income shown for 2016 & 2017 but should the expense for this year be shown as income in 2016 and 2017 if did event make a massive loss in 2016 & 2017? If it was a loss this has been hidden from everyone.**

JR: 2016 & 2017 GI income was received before the end of 2017 so look at last year's Accounts.

• **What has happened for GI in 2018? We are showing a 17k expense but 0 income?**

JR: the expense is the payout for the 2016 & 2017 events. The 2018 GI income and expense summary have not been received yet.

Basically, is GI making money, breaking even or running at a loss?

It is not possible to tell from accounts.

JR: GI is running at a small profit.

No other nationals are run through AWA and states carry the risk for the event.

If GI is running at a loss this is not fair to all other windsurfing disciplines.

JR: The GI is not run by a State Association, but by a member of the AWA committee using the resources of his business. He can clarify this further.

The idea is it's an AWA event run by AWA rather than by an unaffiliated body.

From previous discussion during AGMs it seems to be a mess that goes on from year to year.

JR: For convenience, the GI transactions are dealt with via WNSW's bank account. When the Profit/Loss summary is finalised, all income is transferred to AWA. Beach Technologies expense, mentioned in the summary, is then approved for payment at an AWA General Meeting (usually AGM in year after money is received). The budget considers multiple GI events if income and payout are behind.

5.2 Budget (2018 & 2019 documents attached)

A copy of the 2018 AWA Budget Status was presented to the meeting. The green and red amounts match the total income and expense amounts in the official Financial Statement. A draft 2019 AWA Budget was also presented. It features a \$20k amount to be quarantined for emergencies (last year it was 25% or \$16k).

Brett proposed that the Budget be accepted as correct.

Seconded by Tim.

5.3 Account Access

Brett to forward the relevant details to John so that he can be given access to the bank account. He already has an account with the same bank.

2018 AGM

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: The Treasurer and President are to have access to the account. Either can authorise transfers.

Proposed by Ian and Seconded by Tim

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.

2017 AGM:

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 CAV Association Standard Rules say:

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

5.4 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.

Information to be recorded includes:

- Member count at end of financial year (681 @ 31/12/2018, 569 last year)
- Total assets held by Assoc. \$53,366.85 (see financial statement)
- Total liabilities owed by the Assoc. \$0 (see financial statement)
- Total revenue \$16,736.00 (see financial statement)
- Total expenditure \$28,770.79 (see financial statement)

A copy of last year's statement was attached to the meeting notice email

Acceptance of the Financial Report
moved by Ian and seconded by Scot

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 re-elected:

- President Brett Morris
- Vice President Ian Fox
- Secretary/Treasurer John Rohde
 (Public Officer)

The Office bearers were thanked for their efforts over the last year.

7. Constitution

The AWA is preparing to re-write its Constitution to a modified version of the Victorian "Model Rules" that are in the Act's Regulations.

At the SGM in December, a decision was postponed due to late changes being proposed. After consideration by the lawyers, a new draft was received (in late February) for voting on at the AGM. On the AGM day further corrections were

proposed, so the vote was delayed again. Ian will circulate a strict timeline to get changes to the lawyers and have a vote with the aim of having the new rules coming into effect on 1st July, 2019.

Constitution Timeline

Clarence and John doing most of the work with respect to what changes should go ahead, with Ian coordinating with the lawyers

28/12/2018: SGM – Decision postponed to consider proposed changes

- John & Clarence discuss changes

27/02/2019: New Rules (clean) v12 and letter received from Ian and lawyers

19/03/2019: More proposed changes received

19/03/2019: AGM – Decision postponed to consider latest proposed alterations

- John & Clarence discuss changes

01/04/2019: John sends Agreed Alterations and Unresolved Alterations to Ian (and Ian to Lawyers)

04/04/2019: Reply from lawyers re Unresolved items

- Ian, John & Clarence discuss changes

10/04/2019: John sends Final changes to Ian

01/05/2019: v13 rules and SGM notification for June 1st (21 day meeting notification required)

01/06/2019: SGM – meeting will be conducted (proxy/email) to approve/adopt the new rules in readiness to take affect on July 1st. Public Officer to lodge documents with CAV ASAP.

AWA's new RULES (Constitution) was adopted on 20/06/2019

<http://www.windsurfing.org/files/info/AWA-Rules-2019.pdf>

8. General Business - General discussion;

8.1 Membership Numbers:

*NSW 327; WA 234 (+25 event only); Vic 28; Qld 134; SA 26; Tas 35, AWA 2
Total 786 (+25 event only) @ 15/03/2019*

Members @ 30/06/2018 = 745 (previous year 662).

- The resurgence of Windsurfer Class (a NSW Club) skews NSW's numbers. For example, Victoria has 58 sailors on the AWA Membership list. Only 28 joined via Windsurfing Victoria. The remaining 30 are most likely Windsurfer Class members, adding to NSW's overall counts. Other states are not impacted as much. The AWA state membership lists (on the website) show who joined that state and other sailors who have that state's postcode.

8.2 Fee Structure:

Scot & Tim 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 2020 and are based on State insurance numbers at 30th June 2019 (excluding insurance only payments).

8.3 Liability Insurance 2019/2020

The meeting decided to postpone the decision, on what member fees will be, until the new insurance documents have been reviewed. Renewal invoices will not be available until June.

There was discussion as to whether the insurance could extend to cover

- Personal Accident Insurance

TPL and sailing at Yacht Clubs seems most desirable cover right now.

8.4 IWA Affiliation Fees:

	<u>2018 Fees</u>	<u>2019 Fees (To Be Paid)</u>
<i>Formula Windsurfing</i>	100 Euros	100 Euros
<i>IFCA</i>	100 Euros	100 Euros
<i>Raceboard</i>	100 Euros	100 Euros
<i>Techno 293</i>	100 Euros	100 Euros
<i>Techno 293 Plus</i>	100 Euros	100 Euros
<i>Total</i>	\$830.84 AUD	\$TBA AUD

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

Australian Sailing is responsible for RSX payments.

In 2018 we decided to add the Techno 293 Plus class to the list.

Foil is included in Formula Windsurfing

What about LT? Not an IWA class.

Brett & Tim proposed

That we pay for the 5 classes listed for 2019 IWA Affiliation. All agreed.

IWA paid in May 2019 - \$822.39 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!

8.5 Australian National Championships:

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

Class	Proposed Dates	Proposed Venue & Host
Formula Windsurfing	?	
RS:X	?	
Raceboard	15-20 Jan, 2020	RQYS, QLD
Slalom/Freerace/Freestyle	21-25 July 2019	Green Island, QLD
Techno 293 & Youth	11-15 Jan 2020	Sorento, VIC
Wavesailing	?	
Windsurfer OD	Jan, 2020	Adelaide, SA

8.6 Review of National Initiatives

Suggested raising the affiliation fee to \$8 (see 8.2)
(raising maximum to \$1600/state - \$8 x 200 = 1600).

What to do with accrued funds. The following were suggested

- provide refundable event start-up funds.
- provide a few \$k to update website/web-presence
- employ someone to promote windsurfing

These could easily use up that increase, and more. Something to think about. An unforeseen insurance hike could impact funds greatly too. Helps with “are you a member?” queries.

Decision needs to be made at national level about how memberships should be recorded. Should all memberships be collected by AWA who then feeds relevant funds down to the state and club that sailor has joined.

Suggested that we use part of accrued funds to update website so that it is automated and investigate a seamless registration (membership) system (windsurfing.org.au on TidyHQ?). Although the windsurfing.org site is basically an information site, it does need the states to feed changes back to John. Some links for learners would help too.

Suggested that we allocate \$5k to achieve seamless automated membership system in the next year. Also, something that will target learner programs.

8.6.1 Internet Presence

www.windsurfing.org - sail numbers, membership lists, minutes, general info
TidyHQ (www.windsurfing.org.au)
Facebook <https://www.facebook.com/Australian.Windsurfing/>

8.6.2 Sail Number Register

- Efficient.

Currently, there are a large number of 3-digit sail numbers expiring on 30/06/2019 (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.

8.6.3 Insurance Register

- Efficient

8.7 Strategic Plan/Budget for AWA Expenditure

- See 5. "Financial Report" and 8.6 "Review of National Initiatives"

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.*

8.8 Techno 293

Brett presented a summary on what's happening with the class in Australia. Good youth sailors are participating in multiple windsurfing classes and doing well in all. Clarence also provided input on what was happening in Tasmania

8.9 Lifejacket (PFD) Policy

The #50 life jacket adopted as the standard for Windsurfing. Some states adopting international standards as there's no Australian PFD manufacturer. Scot to provide his latest PFD document for review.

9. Other Business

None

10. Meeting Closed

Brett closed the meeting at 10:16pm Sydney Time



FINANCIAL STATEMENT

1/01/2018 to 31/12/2018

BANK BALANCE @ 31/12/2017

\$ 65,401.64

INCOME	2015	2016	2017	2018
State Levies				
NSW	\$ 600.00	\$ 453.00	\$ 600.00	\$ 600.00
VIC	\$ 405.00	\$ 231.00	\$ -	\$ 225.00
QLD	\$ 420.00	\$ 363.00	\$ 414.00	\$ 342.00
TAS	\$ 174.00	\$ 78.00	\$ 120.00	\$ 81.00
SA	\$ 120.00	\$ 102.00	\$ 72.00	\$ 78.00
WA	\$ 456.00	\$ 534.00	\$ 600.00	\$ 600.00
Insurance	\$ 12,578.00	\$ 10,579.00	\$ 11,085.00	\$ 13,710.00
Other Income				
PayPal setup		\$ 0.19	\$ -	\$ -
Refund (PO Box Rental)	\$ 90.50	\$ 95.50	\$ 98.00	\$ 100.00
Event Sponsorship	\$ -	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00
Event Income	\$ 14,280.61	\$ -	\$ 16,825.37	\$ -

TOTAL INCOME (2018)

\$ 16,736.00

EXPENSES	2015	2016	2017	2018
Affiliation Fees				
Australian Sailing	\$ 135.00	\$ -	\$ 290.00	\$ 226.12
Intl. Windsurfing Assoc.	\$ 608.97	\$ 647.35	\$ 649.85	\$ 830.84
Bank Charges	\$ 126.60	\$ 120.00	\$ 120.00	\$ 120.00
Consumer & Business Affairs (Vic)	\$ 155.80	\$ 54.40	\$ 55.80	\$ 56.90
Insurance	\$ 6,922.02	\$ 8,184.77	\$ 8,160.00	\$ 7,280.00
Internet/Website	\$ 382.11	\$ 274.86	\$ 621.72	\$ 274.86
Event Grants	\$ 500.00	\$ -	\$ -	\$ -
Event Expenses	\$ -	\$ -	\$ 29,642.26	\$ 17,477.92
Training Grants	\$ -	\$ -	\$ -	\$ 2,000.00
Teleconferencing (AGM/SGM)	\$ 335.06	\$ 325.13	\$ 647.21	\$ 303.15
Other Expenses				
PO Box Rental	\$ 181.00	\$ 191.00	\$ 196.00	\$ 201.00

TOTAL EXPENSES (2018)

\$ 28,770.79

Asset: Cheque Account Balance @ 31/12/2018

\$ 53,366.85

Asset: Other @ 31/12/2018

\$ -

Outstanding Income as at 31/12/2018		
Windsurfing VIC - Insurance & Affiliation (INV#390)	\$ 1,365.00	paid Jan 2019
Windsurfing SA - Insurance (INV#388)	\$ 15.00	

Outstanding Liabilities as at 31/12/2018		
Event Grants not yet paid	\$ -	none
Other Grants not yet paid	\$ -	none

BANK BALANCE @ 31/12/2018	<u>\$ 53,366.85</u>
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Notes

Teleconferencing - 2nd meeting (SGM) billed and paid in 2019 (\$152.47)

Event Expenses - paid Beach Technology for expenses for 2 Green Island Nationals (2016 & 2017)

Event Income - none. Green Island 2018 income not yet received