

Cottesloe Rugby Union Football Club (INC)

ANNUAL GENERAL MEETING MINUTES

Sunday 16 October 2016

Commencing at 11.00am at the Clubrooms



Note:

- a) *Any Notice of Motion must be in writing and signed by the proposer and seconder and delivered to the Secretary not less than 14 days prior to the AGM as per Constitution (rule 11(e)).*
- b) *The quorum for an AGM is 20 financial members personally present and must include four members of the Executive Committee as per Constitution (rule 12.2(a)).*

The Meeting opened at 11.10am – Ross MacDonald (RM) welcomed members to the 2016 Cottesloe Rugby Union Club Annual General Meeting.

1. Attendees (39 members – names recorded on attendance list)

Rachel Evans, Craig Fairhall, Alex Stajka, Mark Townrow, Neil Oliver, Dave Kirton, Leanne Wilcox, Shane Wilcox, Ross MacDonald, Milton Hunt, Garry Copeland, Sam Turner, John Cameron, Rory Edwards, Gillian Forde, Karen Hodson, Conor Brennan, Bob Richardson, David John Bentley, Sam Diamond, Ian Pearce, Ian Cook, Malcolm Jones, Glenn Napier, Kim Latham, Brett Haining, Michael Gallagher, Damien Carley, Debby Carley, Katie Barnes, Doug Hodson, Peter Dover, Phil Simonds, Jonathan Owen, David Bliss, Jack Cotter, Carolyn Cotter, Hugh Creasey.

2. Apologies

Norman Clough, Brendan Ash, Catriona White, John Taylor, Bentley junior, Rollo Witton

3. Confirmation and acceptance of AGM minutes of 20 November 2015.

No other comments.

Moved: Milton Hunt

Seconded: Peter Drover

4. Business arising from 2015 minutes

- i) None

5. To receive the President's Report for 2016 - presented by RM, and discussed in summary;

- i) Summary

- a. New coaching team – new expectations and standards.
- b. Fielding 7 senior sides at start of season, unfortunately lost Colts mid-way through due to numbers and commitment levels. Intending to field a Colts again next year, in discussions already.
- c. All 6 remaining senior sides made it into finals; 3 into grand finals with 2 cup winners (4ths and 5ths).
- d. Womens grade – very successful in 7s comps off season and Bali recently. Bec Clough selected for Wallaroos (as Vice Captain) and multiple state reps again this year.
- e. This season saw a new relationship with Notre Dame university providing trainee physios and strappers to cover all grades every weekend. Helped to keep the physio budget down and use money elsewhere. Looking to continue the relationship next year.
- f. Very successful end of season Blue Ball dinner this year held at the Cott SLSC. Great numbers attending (145), very positive feedback and showed the club spirit that has clearly grown throughout the year.
- g. Players of note this season – Dane Haylett-Petty for Wallabies and Rebecca Clough for Wallaroos, Eric Vasu for Perth Spirit and world U10s in Mauritius, Kieran Stringer for Perth Spirit, Johnny Monk, Simi and Antini on selection for State 7s. 5 of the womens squad also nominated for state 7s squad.



- h. Thanks to Tammy & co. who took over the running of the canteen this year and did a great job with a good menu and great quality. They are going around again which is great news.
 - i. Unfortunately season saw a habit of leaving the changing rooms, specifically Anderson pavilion, in a poor condition post games and socials. This has negatively affected our relationships with AFL and council, after significant time spent building bridges historically this is disappointing. Will need to keep working on the relationships and will need to be on best behaviour next year.
 - j. Gill and Conor have put in significant effort with the club house, especially in the off-season and when games aren't on to get functions in and money over the bar. The reno work Gill is driving will also add to that and help to keep bringing in additional revenue. Many thanks and good luck to them both going forward.
 - k. Boonie, with funds provided by the council, has re-wired all the lights and electrics in the clubrooms. Great to get this on the completed list.
 - l. Website – Thanks to Rachel Evans and Georgie Gallagher who have put in substantial effort to get a new website up and running this year that is better looking, easier to use and our own to manage. Please go online and check it out.
 - m. Juniors have also had successful year with a new subcommittee with great enthusiasm and commitment. An increase in numbers from last year and lots of plans in place to keep increasing in the coming seasons.
 - n. Seems to be a general feeling of belonging and camaraderie that is again becoming a hall mark of the Gulls.
 - o. Special mention to Karen Hodson who has been a member for 20 years member, 18 as a volunteer and at least 10 years as registrar. An incredible effort that is greatly appreciated. KH is stepping aside from registrar this year but will be around to support the new registrar and committee.
 - p. Brett Haining (Spoons) is moving to Doha in November for a new job and so will be stepping down as VP and treasurer. He done a great job on committee the last 3 years and we wish him best of luck in his new role and home.
 - q. Rachel Evans has done a great job as secretary bringing structure, organisation and discipline to the role, automated and centralised document keeping, developed club policies and constitution amendments as well as stepping-up to organise the Blue Ball this year, along with developing the new website, co-ordinating our social media presence and preparing our Blues News reports each week. Rachel is stepping down from the secretary role but not going anywhere as she looks to concentrate on the media and communications role.
 - r. Thanks to Hugh Davies for his time as club captain and leading from the front on all our social functions and organising the Thursday night meals roster this year.
 - s. Gill & Conor moving out of clubhouse and as role of clubhouse manager which leaves a new opportunity in relation to club house management in the form of maybe a caretaker and bar manager split role.
 - t. Thanks to our sponsors, SLW (Shane and Leanne Wilcox), CBI, WorkPac, Maxwell Geoservices, Westaway, Mars, AustIndo, Gage Roads Diving, GCS, Pembertown, Howards Storage, Monford and Chambers. And to our partners Finance House Group, Delta Roofing, Platform Crossfit and Albion Hotel.
6. To receive the Treasurer's Report for 2016 - presented by Brett Haining (BH) and discussed in summary;



- i) Note the bank account is currently frozen due to new anti-money laundering processes brought in. Error on the banks end that is being sorted. Update since AGM - account is now open and fully functioning.
- ii) Special mention to Gill and Conor as to the great job they've done getting money in over the bar through the club but especially through external events.
- iii) Sponsorship up again this year which has been great.
- iv) Special attention to Page 2&3 of the financial summary (attached).
 - a. Last year ended with a -\$40k balance. This year end at +\$43k through significant efforts of all members and committee.
 - b. Financial summary details incomes and expenses in relevant categories.
 - c. There's been a significant change in how player fees are collected by RugbyWA this year. year with initial payments covering minimum costs going directly to RugbyWA with the club only receiving back any additional payments (above the minimum). Members paying over the bar is the only time fees go directly to club. Makes payment of full fees by all members even more important.
 - d. Staff wages have gone up a bit which will need to be represented in next seasons budget.
 - e. Expenses relating to running the club (coaching, rugby, kit etc.) have reduced significantly this year. More still needs to be done to manage expenses going forward. Decision to run the club as an amateur rather than semi-pro club has reduced overheads.
 - f. Current discussions with a potential clubhouse manager indicates we will likely move to separate bar manager and caretaker roles going forward. Open to suggestions for other ways to approach it in the interim. New committee to progress and finalise ASAP.
 - g. Cott didn't field a side at Singapore 7s this year due to a lack of sponsorship and costs.
 - h. Colts next year will need to have funding to ensure growth (already have kit).
 - i. BH emphasised importance of culture of club and that it was great to see so many young faces at the AGM and taking on committee roles this year.
- v) Question from the floor re. 7s costs in financials from Kim Latham. Cost for attending 7s tournaments (Busellton, Cockburn etc.) not Singapore 7s.
- vi) Noted by Milton Hunt that gross profit over the bar was 46% last year, 55% this year. Unbelievable increase all down to CB and GF efforts.
- vii) BH highlighted that the Trueblue foundation funded a new till system that was implemented this year. Gives full control and management of stock, performance etc. Has more facilities that can improve the efficiency further that will be made in coming season like linking directly to accounts.
- viii) BH clarified all accounts are now recorded in MYOB and so are far more accountable than ever before. Debby Carley has done a great job with the book keeping. Need to bring ALL payments into MYOB (including Staff etc.), task for 2016.
- ix) Damien Carley queried game filming and analysis costs. BH confirmed it only covers filming by RugbyWA.

7. Notice of Motion (if any)

- i) Rachel Evans (RE) detailed changes made to the club constitution to be consistent with the new Incorporated Associations Act 2015 and correct some minor errors in the current version. No changes to underlying values and objectives of the constitution have been made. Changes have been reviewed by Milton Hunt and Michael Gallagher with tracked changed version issued via Blues News, Website and provided in hard copy at AGM.

Moved: Michael Gallagher

Seconded: Gillian Forde



8. Election of Officers for 2016

- a. Patron – 1 nomination presented - Steve Rogers
- b. President – 1 Nomination received - Ross MacDonald (RM)
- c. Vice President– 1 Nomination received – John Cameron (JC).
- d. Treasurer – 1 Nomination received – Sam Turner (ST).
- e. Secretary – 0 Nominations received.
- f. Registrar – 0 Nominations received.
- g. Club Captain - 1 Nomination received – Sam Diamond (SD).
- h. Sponsorship co-ordinator – 1 Nomination received – Gillian Forde (GF), supported by Kim Latham.
- i. Clubhouse Manager – 0 Nominations received.
- j. Junior Manager – 1 Nomination received – Michael Gallagher (MG).
- k. Social co-ordinator – 1 Nomination received – Katie Barnes (KB).
- l. General committee – Brendan Ash, Tim Black, Rory Edwards.
- m. Advisory committee (3 members) – Management committee to confirm 3 members from the 5 nominated - Mal Jones, Neil Oliver, Jack Cotter, Bob Reineke, Hugh Secombe. Noted that Milton Hunt believes advisory committee should be made up of life members.
- n. Merchandise & kit co-ordinator – Gillian Forde supported by Brook Fairless.
- o. Game day manager – open, committee to identify potential member to take on role.
- p. Equipment manager – open, committee to identify potential member to take on role.
- q. Media & Communications manager – 1 nomination received - Rachel Evans (RE).
- r. Blues News Co-ordinator – Rachel Evans.
- s. Book Keeper – Debby Carley (DC).

9. General Business

- i) Query raised re. development of club from Juniors through to Seniors – how are we going to bridge the gap? Need all membership to be involved in coming up with ideas and progressing in association with Junior Committee. Need to get into the non-PSA schools. Is there a way of keeping them while they're in the school system? Need to have the bodies to implement and follow through on them. Open to suggestions and people to pick up and run with. Speak to MG 'Gals' as primary contact.
- ii) RM suggested could get Shenton school to have a team that plays and trains at our grounds to bring them into the fold.
- iii) MG indicated this year juniors were from 6-11 years old. Started slow but picked up and was a good season. Dedicated parents on sub-committee looking for ways to improve also. Have some links that are looking to utilise (Shenton included) and to keep our 11s into older years. Have strong connection with Christchurch, bit with Scotch. Looking to break into JTC. Have worked a bit with RugbyWA but been a bit hit and miss this year. Any time, comments, suggestions please let MG and RM know.
- iv) GF highlighted that womens are in the same situation with girls grades. Nedlands already have a 13/14s girls team and don't even have a womens grade.
- v) Alex Stajka queried whether (subject to funding) could we have a game development officer. All agreed, funding and people to implement is the key issue.
- vi) Need to go out to state schools, not just privates, and try and increase rugby union in these. Need bodies again. RM – can we get a shared agreement with schools to lower time commitments from club members. Western Force boys – could we connect with some of them who are looking for future career options and providing the business side for them to get it going. Again – needs someone to pick it up and take responsibility for it.
- vii) Colts progression plan – if we're seen as a centre of excellence in seniors it would improve chances of increasing Colts pick up post school.



- viii) Peter Dover highlighted that the veterans used to play at Perry lakes on Wednesday afternoons. Used to donate kits and jerseys etc. for schools that were looking to set-up teams. Could we look at contacting Old Golds and getting a relationship with them for funding and connections?
- ix) Kim Latham – juniors are doing touch rugby bootcamp which is now full. Great starting point in summer to get the presence into the local feeder schools. Well done to Junior Committee for initiative.
- x) Could we do a state schools 7s tournament pre-season? Link with RugbyWAs comp. New committee to follow up. DC and RE happy to help out where can.
- xi) Changing kit supplier, looking to implement online shop with home delivery option.
- xii) Compare this AGM to last, very positive and bright. Credit to committee for getting us to where we are after the doom and gloom of last year.
- xiii) Member indicated there was some concern that maybe coaches were a little poorly supported by team managers this year. RM commented that this coming season we are already looking more positive for involvement in team manager roles. Committee trying to get some stuff done much earlier this year to put us in the best position.

Actions for the 2016 committee to address:

- i) Finalise Constitution and issue to Department of Commerce and membership within 14 days of AGM.
- ii) Appoint Registrar, Secretary and Clubhouse manager (or bar manager and caretaker) and any other outstanding support roles.
- iii) Increasing numbers for juniors and bridging gap into Colts. Committees (Junior and Management) to make broad plan/strategy and put out for possible volunteers to take up.
- iv) Appoint coaches and managers across all grades. Blues News to go out to confirm coaches and managers interested for next season in next week.

Meeting closed at 12.20 pm

Minutes of the 2016 AGM held on 16 October, 2016

A handwritten signature in blue ink, appearing to be 'R MacD'.

Ross MacDonald (President)

A handwritten signature in blue ink, appearing to be 'Rachel Evans'.

Rachel Evans (Secretary)