

**Minutes for the 123rd Annual General Meeting of
Rowing Queensland Inc**

11.30am, Saturday 25th May 2013

Nichols Theatre
Oaklands Parade, East Brisbane

1. Welcome by the Chairman

The meeting was declared opened at 11.30am.

Rowing Queensland (RQ) Chairman, Barnaby Eaton welcomed all to the meeting and to introduce themselves. The 2012 Chairman's report was tabled.

2. Attendance:

- | | |
|-------------------------|------------------------------|
| • B. Eaton (Vikings) | P. Dixon (CRC) |
| • N. Parr (TRC) | J. Cook (CRC) |
| • I. Holzberger (B&GPS) | C. Beech (DPRC) |
| • E. Brown (TRC) | B. Walker (Bris Grammarians) |
| • M. Smith (PRRC) | J. Penfold (DRC) |
| • M. Taylor (DRC) | B. Greenland (CRC) |
| • D. O'Brien (Tatts) | R. Symonds (RQ CEO) |

3. Apologies

Apologies were taken and accepted from:

- | | |
|-------------------------------------|-------------------|
| • S. Wallace (DRC) | G. Williams (DRC) |
| • R. Ebert (PRRC) | J. Clark (SCRC) |
| • S. Hinchy OAM (Life member) | J. Price (TRC) |
| • R. Alexander (B&GPS/ Life Member) | S. Newcomb (Cent) |
| • J. Horrocks (CRC) | |

4. Confirmation of Delegates

Delegates were confirmed.

5. Confirmation of Minutes from 122nd AGM held on Saturday 30 June 2012.

Motion: That the minutes are a true and accurate record of the meeting.

Moved: B. Greenland

Seconded: D. O'Brien

Carried

6. Adoption of the Audited Financial Statements for the year ending 31 December 2012.

Rowing Queensland Inc. is in a very solid financial position. As a brief summary of the accounts, I draw your attention to the following components of the audited financial report.

Revenues from Ordinary Activities returned a \$36,860 surplus in 2012.

Overall annual income was up approximately \$400,000 as compared to 2011, the main factor being the ongoing repairs and replacement of the rowing pontoons at Davies and Orleigh Parks on behalf of the Brisbane City Council (BCC). In addition, the association was also paid \$30k as a project management fee for managing the rowing pontoon replacement program on behalf of the BCC.

Other impacts on revenue requiring mention includes: no new financial sponsorship support following Castaway's withdrawal as major sponsor in late 2010. Interest income was up slightly as was Qld Government grants up by \$55k due to CPI increase and the successful application under the Local Sport & Recreation Jobs Plan for the employment of a full time Club Coordinator. Major events income was higher due to sponsorship received from the Bundaberg Regional Council (BRC) towards the hosting of the 2012 Qld Schools Championships. Rowing Qld has a three (3) year agreement with the BRC to host the Qld Schools Champs in Bundaberg in 2012, 2013 and 2014.

With regards to operating expenses, three areas require some comment. There was a significant decrease in Administration expenditure due to a review of service providers and improving some office administrative efficiencies. The employment expenditure was higher due to the appointment of the Club Coordinator as mentioned previously. Regatta expenses were slightly increased due to the decision to have water safety services provided at all RQ club and championship regattas.

Questions from the Floor: The response to each question is in *italics*:

- 1) Why was the pontoon replacement program included in the financial accounts as an ordinary activity not as an extra ordinary activity?

It is an incorporation compliance matter to disclose all income and expenditure. As RQ had a signed funding agreement with the BCC, the Board and the auditor agreed to include it as a line item in the audit. It is how in the past RQ reported other such one (1) year funding agreements and arrangements.

- 2) Why is the difference in the income and expenditure of the pontoon replacement program less than the reported \$30K management fee?

The difference of \$115 is due to a GST adjustment which was not considered a material issue by the auditor nor the BCC. The BCC was provided with a separately audited acquittal for the pontoon program. BCC has approved that acquittal and thus why these figures are replicated in the RQ audit report.

- 3) Why is there not greater detail in the financial accounts considering the Association is moving towards a company?

RQ audited accounts are in line with accounting practices for an incorporated association. In fact the RQ accounts provide greater detail than expected of an incorporated entity. The reports were also modelled on RA financial reports some years ago before my time.

- 4) Why doesn't the employment expenses show individual staff wages?

There is no obligation for RQ to report individual wages in its financial report as is the case under a Not for Profit Company by Limited Guarantee. This requirement is only if a Listed Company.

- 5) Why isn't the Director's attendance at Board meetings listed in the financial report?

There is no requirement under the Associations Act to include Director's attendance in the financial report. This information is always included in the RQ Annual Report that is finalised and provided to all members after each AGM. Under a Company Limited by Guarantee, such information is provided in the Directors Report.

Motion: That the report for the financial year ending 31 December 2012 be accepted subject to an update on the pontoon replacement program being provided.

Moved: B. Greenland

Seconded: B. Walker

7. Election of Board and other Office Bearers

The Chairman addressed the meeting outlining the incumbent Directors and the 3 Director's positions up for re-election in 2012.

Two (2) nominations had been received for the three (3) vacant Board positions by the due date:

1. Mr R. Ebert
2. Ms E. Brown

As there were no other nominees, no election was required and the meeting endorsed Mr Ray Ebert and Ms Emma Brown be appointed to the Board of Rowing Queensland Inc. The Board will consider individuals within the rowing community and make a casual vacancy appointment for the Director's term. All three Director's terms expires at the 2015 AGM.

Moved: N. Parr

Seconded: B. Walker

Carried

Vice Presidents – No written nominations was received by the closing date. Seven (7) nominations were received from the floor. The following were appointed.

- Mr Chris Morton (UQBC)
- Mr Jack Hutchinson (TRC)
- Mr Chris Beech (DPRC)
- Mr Steve Hinchy (Life Member)
- Mr Richard Powell (UQBC)
- Mr Steve Wilson
- Mr Jirik Haselgrove

It was decided not to nominate additional individuals at this time and the Board give due consideration in appointing additional Vice Presidents as and if required.

Moved: B. Greenland

Seconded: E. Brown

Carried

8. Appointment of Auditor for 2013.

The Board's nomination for 2013 is Mr Norman J Hoare, Morris and Batzloff, Chartered Accountants.

Moved: B. Greenland

Seconded: N. Parr

Carried

9. General Business:

Membership Fees

- Sunshine Coast RC wrote to Rowing Qld regarding the matter of pro-rata membership/ insurance fees and that the club has difficulty explaining to potential members that the club has to charge them the full year's fee, no matter when they join. Feedback from the meeting included:
 - Rowing Qld is invoiced by Rowing Australia for a set insurance levy and the RA registration levy.
 - If potential new members wish to join in the Oct – Dec period and do not wish to participate in regattas, the club can currently register them under the "Limited Membership" category.
 - Other sports such as Triathlon offer a day licence fee for a one off event. The meeting agreed that RQ should not consider this option.
 - There are currently sufficient RQ membership categories to cater for the needs of memberships. This system is working well.
 - The meeting supported the registration categories remaining as is.
- All in attendance agreed that changing the current system would only create additional workload on club committees dealing with the proposed changes.

Water Safety

- The Chair asked all attendees for the feedback on the water safety strategy being implemented to date for the Brisbane clubs. Comments included:
 - Time could be spent better – more efficient
 - Be more prescriptive
 - RQ to focus on the how to process
 - Deal with clubs – individual members still not following river rules
 - Requires further robust discussions
 - Need to change the culture
 - Must enforce that all boats must have lights – what rules to enforce
 - Private boat owners, what do we do with them
 - RQ to be on the water and take photos and shame people
- B. Greenland spoke that he was happy with the progress to date with the workshops to bring all safety officers up to the similar level of knowledge and understanding. All safety officers were committed to a common goal. Incident reporting has improved since the first workshop.

Rowing Australia

- As part of the Winning Edge funding will be undertaking a Whole of Sport and Governance review. Likely to be late July 2013.
- Australian Sports Commission requires all NSO to investigate and appoint more females to their Board. RA appointed Flavia Gobbo (a Queenslander) to the Board in December 2012.
- Anti-Doping is an ongoing issue and is being targeted by the ASC. RA will investigate appropriate wording that is to be included on future club and state membership forms.
- ASC are also investigating opportunities for Shared Services across a number of sports.
- 2013 Sydney International Rowing Regatta (SIRR) is likely to loss \$180,000 due to additional costs with transport and scaffolding costs and ticket sales not as high as budgeted. Likely to break-even over the 2 years in 2014.

Facilities

- RQ CEO provided a brief update on a proposed facility site at Larapinta. Discussions with Holcim and BCC are ongoing and are hopeful of a decision by year's end. Qld Canoeing has also identified a possible site at Hendra however there are likely environmental issues surrounding this site.
- A number of clubs and schools undertook a site visit to Wyaralong Dam earlier in the year. A small working party has been established to investigate opportunities and procedures to have some regattas and training camps at Wyaralong.
- M. Smith, PRRC provided a brief report on Kurwongbah and a proposal from Water skiing to set up a state training centre at the site. Further consultation required.
- SEQWater is about to undertake a staged consultation period of their water facilities. The information will be provided to RQ who will disseminate to all SEQ clubs.

There being no further business, the Chairman closed the meeting at 12.40pm