



WESTON MOLONGLO FOOTBALL CLUB

Minutes of the 50th ANNUAL GENERAL MEETING Friday 26th February 2021 Mt Stromlo High School, Badimara Street, Waramanga ACT

Attendees:

Members of the Committee for 2020 in attendance
David Hakaraia – President
Richard Jalland – Vice President
Rodger Maconachie – Vice President
Jeanette Simpson – Treasurer
Jason Farrell – Senior Chair
Kath Temple – Junior Chair

Club members in attendance:
Steph Maxwell, Donna Cathro

Apologies:

Chris Webb (Vice President), Aidan Innis, Darren McCrea

1. There being a quorum of members, the President welcomed members and declared the meeting open at 7:13pm

Confirm the minutes of the previous General Meeting

2. The President presented the minutes of the previous AGM held on 28th November 2019.

Motion: Accept the minutes of the previous AGM as presented.

Proposed: Rodger Maconachie

Seconded: Kath Temple

Motion Carried

Present reports of the Committee and Sub-Committees

Club President's Report – including report of progress towards the objectives in the club Strategic Plan

3. The Club President presented the following report:

On the back of a bumper year in 2019, the new committee commenced preparations for an even stronger 2020. Despite the various challenges through the year, from smoke haze to “a pause to football”, and continual changes to COVID plans, it is a testament to this committee to maintain focus and adjust to the continual changes in guidelines last year as we prepared for an adjusted season. As I wrote in the yearbook report, the off-field team (the volunteer team) are the highest performing, and I admit least acknowledged team in the club. I feel honoured to know these people and marvel at how they just get in and get it done. (Note: a copy of the President's report from the yearbook is appended to these minutes).

Our strategic plan needs to be updated. The current “Triennium Strategic Plan” is from 2011. (Note: A copy of the plan is on the wmfc.org.au website under Key Documents). The strategic themes are:

- 1) Improve club infrastructure and membership – 2 out of 5
In terms of progress towards the initiative to “Develop a Facilities improvement plan”. Whether it be the quality of the playing surface or the development of a club house, we did not have enough people resources to adequately progress this category aside from Rodger Maconachie's efforts to improve the playing surface liaising with the head of grounds maintenance for the south side of Canberra, Phil Davies. Rodger's initiatives to repair and improve the goal area of each field was supported by Phil. We are fortunate to have Phil based in the depot at Waramanga playing fields and has enabled a close working relationship through the years.
- 2) Strengthen club equipment and financial position – Score 5 out of 5
I wish to thank Jeanette Simpson and Richard Jalland for establishing and updating the asset register. As you will see when we present the financial statements, Jeanette goes above and beyond her duties in the two roles - merchandise officer and treasurer and is a “treasure to the club” in improving the governance of the club. Steph Maxwell has been a fantastic registrar ensuring all players had paid before they played, working with Jeanette to keep track of payment plans and offline payments and wrangling with the PlayFootball system and working with Tej from Capital Football for refunds. Tej commented “Steph, you've been one of the best club admins to deal with.”
- 3) Develop a coordinated high performance pathway – 3 out of 5 – Junior players from the club progressing into the NPL2 Mens and SL1 teams last year. As this report is up to the end of September I leave aside any

mention of opportunities for NPL2 Youth applications as they occurred after 30 September.

- 4) Provide opportunities to attract and develop the skills of club volunteers – 1.5 out of 5

It is a positive initiative that we have developed a remuneration policy and guidelines for coaches we also need to review club awards to determine where additional volunteer recognition is needed, to identify opportunities to compensate volunteers for their time and effort, and to actively monitor and help guide our volunteers to manage the increasing burden placed on team and club administrators by Capital Football to comply with competition requirements.

As I wrote in the yearbook report, the off-field team (the volunteer team) are the highest performing, and I admit least acknowledged team in the club. To Steph Maxwell – your resolve in ensuring the club delivered in the best interests of all members, when we were not aware what Capital Football were going to do with registration refunds, to doing registrations a second time in the same year, to developing COVID guidelines signage and sign-in. Sam & Jane – organising Miniroos teams once in Early March, then a second time in preparation for the shortened season to re-jig teams for the shortened season.

Treasurer's Report

4. The Treasurer presented the following report:

A lot of time and effort providing information to Axiom Associates so they can complete the audit of the financial statements for the last four years, including verifying the source and amounts of trade debtors accumulated in the past few years. The committee recommended these amounts be written off this year as there was little chance of debt recovery of those amounts from a number of years ago. Processes and procedures have been documented to ensure registration payments are tracked more quickly.

Two impacts of COVID-19 during 2020 have been:

- 1) Processing more than 300 registration refunds to players and parents when the competition was 'delayed' due to lockdown and many players made the tough decision to not continue when the season eventually commenced, and
- 2) Moving to contactless payments to junior referees for weekly match fee payments. This created an increased workload for both Virginia Henderson and myself each week during the season, compared to previous years where cash was paid by team managers to the referee each week and a bulk reimbursement to the team manager at the end of the season.

This extra workload delayed plans to review the club's chart of accounts to more easily reflect the current categories for expenditure in particular. Sponsorship and grants are two areas the committee needs to explore in future years.

Thank you for your support and assistance during the past few years while I have been Treasurer Assistant but assuming the duties and responsibilities of the Treasurer.

Junior Management Committee Report

5. The Junior Chair presented the following report:

This year we continued to build on the programs on either side of the winter season on top of the pre-season junior girls and 'opens' development programs that lead up to team grading sessions before the ACT Sportsgrounds are shutdown in mid-March.

In 2017 the club was asked to pilot the Kickstart program. This has been incredibly popular, both pre-season skills sessions and a skills session for the U7 team each week that have a BYE. The Miniroos coach development courses and the core skills development program have been well attended.

These development courses then bring on the next challenge, how to coach and mentor the volunteers across the group. After the first Saturday of the delayed Juniors season, which was also a cluster venue on the Sunday, Capital Football commended us on our high quality COVID19 signage and setup.

I also wish to thank Valeri Rojas for the very detailed grading reports after pre-season grading. Compared to other years, parents reported they were well informed about the grading results and a much clearer understanding of team selection.

Despite the best efforts of our club team selectors to nominate teams to an appropriate division based on the skill development of the players as assessed during grading, the age division assigned by Capital Football created other challenges. Teams were swapped to different divisions after the initial two or three matches. Of the 28 junior teams nominated, 11 were initially assigned to a different division against our recommendation, eight of those were successfully re-assigned to the nominated division. This continues to cause angst for players, coaches and parents every year.

Senior Management Committee Report

6. The Senior Chair presented the following report:

Mens	NPL2 1 st and U23 4 State League 4 Community League 3 Masters teams	33 players – 16 new 132 players – 39 new 50 players – 18 new 215 total
Womens	6 State League 1 Masters team	(16-34yo) 68 – 25 new (Over 35) 37 – 9 new 105 total
	20 teams	320 players

I've been keeping the seat of the Senior Chair warm since around this time last year, before the hit of COVID-19.

For obvious reasons, 2020 was a difficult year for our senior cohort as we faced the uncertainty of whether a football was going to be kicked at all.

As restrictions eased slightly and we were given the go ahead for an altered competition, we relied heavily on some of our wonderful volunteers (special mention to registrar Steph) to facilitate late registrations and team nominations and get our Covid season underway.

In 2020, the senior arm of the club was represented by;

- 320 players, across
- 20 teams

We had 33 men registered to the NPL2 and under 23's competitions.

Although in 2020, Capital Football did not officially record tables and premierships, some of our more eager teams decided to keep track of their own competitions. Our informal, formal records showed the following teams finishing at the top of their respective ladders at the conclusion of the season;

- Men's SL1
- Men's Community League 3
- Women's SL3 Minions

And a very impressive 2nd placed finish for our NPL2 u23 side (this result was formally recorded as it sat within the premier league).

We are eagerly looking forward to the 2021 season and the resumption of some form of normality for the Capital Football competition. With nominations closing this Monday, the club is currently preparing nominations for;

- 11 men's teams
- 9 women's teams (the most in years I've been told)

Motion. Accept the committee and sub-committee reports as presented.

Proposed: Jason Farrell
Seconded: Rodger Maconachie

Motion carried

Present the audited financial statements for 2017, 2018, 2019 and 2020

I present the four sets of financial statements. I must commend Jeanette Simpson and Kath Temple for the huge effort working with Axiom Associates to audit the accounts for 2017, 2018, 2019 and 2020. As mentioned before I wish to thank Jeanette Simpson for establishing and updating the asset register in each of the years, going above and beyond her duties as both merchandise officer and treasurer and improving the governance of the club.

- 1) Since 2014, each year the auditors have noted the high levels of inventory (merchandise and equipment). Although they recognise these stock levels are appropriate for our business and member base, they recommended we maintain an asset register and perform a stocktake of these assets at the beginning and end of the football season. I wish to thank Jeanette Simpson for establishing and updating the asset register in each of the years, going above and beyond her duties as both merchandise officer and treasurer and improving the governance of the club.
- 2) The establishment of new procedures to ensure all players have paid their fees before they played. This will minimise the amount of time required to manually follow up with players and coaches and minimise the amount outstanding in trade debtors from registration as everybody gets more involved with the day to day activities during the season.

Motion. Accept the financial statements as presented.

Proposed: Rodger Maconachie
Seconded: Steph Maxwell

Motion carried

Elect Life Members to the Club “whom the members desire to recognise as having given outstanding service to the Club over period of not less than five years”

7. The following nomination(s) have been received for life membership with the club:

Paul Simpson – Paul has given more than ten years' service to the club as a coach and administrator with the club as Junior Chair and Secretary in different years from 2008 through 2019.

Virginia Henderson - Virginia has served the club for nearly 20 years as the club referee coordinator. Under Virginia's tutelage and mentorship, these game leaders grow in confidence both on and off the field, and they are rewarded with the offer to attend the Kanga Cup Referee Academy as well as officiate at the highest level matches in the ACT as well as Nationals. In 2020 Virginia is also our "competition manager" for the U6 to U9 Miniroos with the club, creating the draws each week and appointing game leaders to each match, and ensuring the correct payment was made to club junior referees.

Motion: Elect the nominated members to life membership with the club

Proposed: Kath Temple

Seconded: Jason Farrell

Motion carried

Elect members to the Committee

8. All members of the executive committee from 2020 retired from office. The following members were elected as office bearers of the club and to the executive committee for 2021:

- President – David Hakaraia
- Vice Presidents – Vacant
- Secretary – Vacant
- Treasurer – Vacant
- Junior Chair – Vacant
- Senior Chair – Jason Farrell
- Member Protection Information Officer – Vacant
- Public Officer (if no Secretary) - Rodger Maconachie

Elect members to positions on the standing Sub-Committees

9. The following members were elected to the Junior Management Committee for 2021:

- Referees coordinator – Virginia Henderson
- Registrar – Vacant
- Miniroo Registrars – Vacant
- U6, U7, U8, U9 Age Co-ordinators - Vacant

- Sponsorship/Grants officer – Vacant
- Grounds Officer – Vacant
- Property Officer – Richard Jalland
- Junior Coaching Coordinator – Richard Jalland
- Webmaster – Vacant
- Web design – Vacant
- Finance Officer – Vacant
- Canteen Manager – Holly and Ella Jalland
- Points Registrar – Vacant
- Technical Director – Vacant
- Kanga Cup Coordinator – Vacant
- Yearbook Coordinator – Vacant

10. The following members were elected to the Senior Management Committee for 2021:

- Registrar – Vacant
- Property Officers – Jason Farrell
- Fundraising coordinator – Vacant
- Media liaison – Vacant
- Finance officer – Vacant
- Newsletter coordinator – Vacant
- Events coordinator (Senior Presentation Night) – Chris Webb

11. There being no further business, the Annual General Meeting was closed at 8:24pm