



CRONULLA TRIATHLON CLUB  
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**July 5, 2023**

**Final Agenda and Report Pack for AGM**

Dear Members,

Please see attached AGM Package containing the following documents:

- 2023 AGM Agenda
- 2022 AGM Minutes (separate attachment)
- 2023-24 CTC Committee Positions and Descriptions (separate attachment)
- Committee Nomination Form
- Committee Code of Conduct
- Constitution Excerpt re AGM

Sincerely,

Javier Mesa  
CTC Secretary

**ANNUAL GENERAL MEETING MINUTES  
CRONULLA TRIATHLON CLUB INCORPORATED  
WEDNESDAY 26 JULY 2023**

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**Meeting opened:** 7:30 PM

**Chairperson:** Lyn Atkin

**Attendance:**

**Apologies received:**

**Any Conflicts of interest:**

**Welcome and thankyou to everyone here tonight for dedicating their time in support of the Club.**

**1. To confirm the minutes of the 2022 AGM (Page 4-7)**

Minutes of the 2022 AGM were presented and proposed to be a true reflection of last's AGM, proposed by ..... and 2<sup>nd</sup> by .....

**2. All position reports provided previously by email for prior reading and will be summarised on the night.**

- a) Club President – Lyn Atkin (LA) as per report Pages 8-10
- b) Race Director – Mark Galea (MG) as per report Pages 11-16
- c) Junior Co-Ordinator – Mark Picken (EG) as per report Pages 17-18
- d) Member Services – Alicia McCulloch (AM) as per report Pages 19-20
- e) Finance & Commercial – Jarrod Crump (JC) as per report Pages 21-22
- f) Communications Report – Joanne Lainson/Kathryn King (JL/KK) as per report Page 23

**3. No Life Member Nominations**

**4. Election of all Committee positions**

See attached document for committee positions (Page 36)

All Committee positions are declared vacant for the upcoming year.

The Following Nominations were received prior to the meeting

- President –
- Vice President –
- Secretary –
- Finance & Commercial –
- Junior Co-Ordinator –

- Club Captain –
- Race Director –
- Members Services Leader –
- Communications Leader –
- Member Protection Officer –

#### Support Roles

- Junior Head Coach –
- Junior Assistant Coaches -
- Gear Steward –
- Diversity Leader –
- Grants –
- Club Heritage Officer –
- Facilities Manager & BBQ –
- Race Support –
- RWA Director –
- Point Scorer –
- Awards Co-Ordinator -
- Volunteer Co-Ordinator –
- Run Leader –
- Bike Leader –
- Swim Leader –
- Club Champs Leader –

All Committee positions were proposed.

Special thanks again to our sponsors for all their help.

#### **5. General business**

**Meeting Closed:**

**ANNUAL GENERAL MEETING MINUTES  
CRONULLA TRIATHLON CLUB INCORPORATED  
WEDNESDAY 27 JULY 2022**

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**Meeting opened:** 7:36 PM

**Chairperson:** Adam Hummerston

**Attendance:**

**Apologies received:** Isabelle Thomas / Mick Maroney / John Meacham / Nathan Johnson / Steve Papworth

**Any Conflicts of interest:** Nil

**Welcome and thankyou to everyone here tonight for dedicating their time in support of the Club. Opening Remarks from Adam Hummerston. Welcoming all and housekeeping re online meeting**

**1. To confirm the minutes of the 2021 AGM (Page 4-6)**

Minutes of the 2021 AGM were presented and proposed to be a true reflection of last's AGM, proposed by .....Mark Galea..... and 2<sup>nd</sup> by .....Glenn Gorick .....

**2. All position reports provided previously by email for prior reading and will be summarised on the night.**

a) Club President – Adam Hummerston (AH)

As per report Pages 7-11

My last year as president, been a tough year with Flood, Fire, Pandemic. The Auto Renewal created a big drop in Membership.

Positively 40 new members joined. We have dropped fees to assist where possible.

We do have funds in reserve but a declining membership and increase in costs is having an impact on our finances

Adam has met with architect re Gunnamatta pavilion

Stu Ford Memorial Challenge is on hold due to the road being damaged and needing significant repair.

Kurnell, update. Tri NSW is still heavily committed to keep Kurnell going. TriNSW realises it is now very hard to conduct these events. Event will be held within the Park.

Some big changes for sporting organisations, child safety policies. CTC is at the forefront of these child safety policies. Importantly many members and committee members have already got involved in this.

Feet / Fuel / Fix on Saturday the 6<sup>th</sup>. Lauren, Ryan, and Todd hosting at the Running Company.

Richie Walker great event, thanks to Glenn for being the race director. Heart Foundation attended and realised how much effort there is to get the donation of \$4500

Presentation Night at the sailing club, would be great to see as many members as possible

Stu Ford, passed away. Minutes Silence for Stu Ford.

Thank you to all our sponsors for the year, and hope to see you back.

Thanks to Scott

Thanks to Alison and Claire as Junior Coaches who have moved on

Thanks to Rolf, continues and supports the many roles, Run Captain, Website, and Uniforms.

Lyn as Treasurer, thanks to Lyn and helping with the budget, and keeping us inline

Jo Lainson for social media

Alicia and the amount of work you have done. Membership portal, and child legislation.

Thanks Col Hood, much appreciated all the work.

Thanks to Erica for the coaching

Presentation 13<sup>th</sup> of August

Adam Stroud proposed a toast to Adam for his 3 years as president.

b) Race Director – Mark Galea (MG)

As per report – Pages 12-17

Lost half a season due to covid, we did get many races in over the course of the year.

Good to get lots of help from Juniors and Glen Gorick

Looking to build on this season.

c) Finance & Commercial – Lyn Atkin (LA)

As per report – Pages 12-17

Income just over \$30k, membership declined by 40%.

Invested in Member shirts. Upgraded timing equipment and gazebos

\$5500 to heart foundation

We have a budget now in place, we will need to control costs and invest in Members

d) Junior Coach – Erica Galea (EG)

As per report Pages 21-27

As per report, great juniors year. Great to see Juniors who started with us so young and now racing in senior races

Sad to see Claire and Alison leave

Looking for more coaches, would be great to have a male.

e) Member Services – Alicia McCulloch (AM)

As per report Pages 28-29

As per report

Has been challenging with new membership system.

Female members going up, and junior members staying strong

f) Communications Report –Jo Lainson (JL)

As per report page 30

Everything should be on Facebook and website, delays in Website.

### **3. No Life Member Nominations**

### **4. Vote on adoption of New Draft Cronulla Triathlon Club Constitution 2022**

Adam gave a brief run down on the draft constitution. Current constitution brought in in 2018, there were 2 types, we wanted to go down the path, update and align with a sporting club.

Changes

Definition extended

Sections worded better

Life Member sections changes, brought into the members, don't need to be on the committee. Athlete disabilities were added. We removed from our constitution, the rights of life members to vote at standard committee members.

Removed a sentence about committee members spending \$300 per month

Aligned closer to TriNSW

Changed the quorum, to be at least 50% of Committee

Changed General meeting to read 21 days.

Vote to adopt the new constitution, this was unanimously voted to adopt

### **Election of all Committee positions**

See attached document for committee positions (Page 36)

All Committee positions are declared vacant for the upcoming year.

The Following Nominations were received prior to the meeting

- President – Lyn Atkin
- Vice President – Shelby Hood
- Secretary - Javier Messa
- Finance & Commercial – Jarrod Crump
- Junior Co-Ordinator - Mark Picken
- Club Captain – Lee Moriceau
- Race Director – Mark Galea
- Members Services Leader - Alicia McCulloch
- Communications Leader - Jo Lainson and Cath King
- Member Protection Officer – Christine

### **Support Roles**

- Junior Head Coach – Erica Galea
- Junior Assistant Coaches -

- Gear Steward – Rolf Behrens
- Diversity Leader – Cathy Ross
- Grants – Hendrik Frentrup
- Club Heritage Officer – Dave Allen
- Facilities Manager & BBQ – Adam Hummerston
- Race Support – Dave Moody
- RWA Director – Ian Ross
- Point Scorer – Adam Stroud
- Awards Co-Ordinator - Jonathan
- Volunteer Co-Ordinator – Penny Humerston
- Run Leader – Rolf and Bretski
- Bike Leader – Hendrik Frentrup
- Swim Leader – Lyn Atkin and Alicia McCulloch
- Club Champs Leader – Jarrod and Adam Hummerston

All Committee positions were proposed.

Special thanks again to our sponsors for all their help.

**General Business:** Discussion about bike groups, look at different options for doing this. Lyn new Club President addressed the AGM. Thanked Adam and honoured that so many have stepped up to assist the club and the club committee. Lyn will be asking all for help and looking forward to being President for the club.

Also it was noted that the club has 2 Hall of Fame inductees from the TRI Club on Glen Gorick and Craig Alexander

**Meeting Closed:** 8.37

## **PRESIDENT'S REPORT - SEASON 202/2023 – LYN ATKIN**

This month marks the end of the first year of my tenure in this role. I have been privileged to have met and been welcomed by so many people. I am grateful for the support and advice given to me by the Committee members, the Club Support positions and members and friends in the sport. Our club runs on volunteers who give up their time. They do this for the love of the sport of triathlon, and all while managing family life, careers and training for their own events. I cannot thank enough all who have volunteered in some way over the past 12 months, without you, this club wouldn't happen.

I would also like to thank our generous sponsors Endeavour Cycles, The Running Company – The Shire, G & M Individual Eyewear, Southern Sports Podiatry, Lifestyle Physio, TuneUp Health, AP Performers and Kim Mason - Cronulla Travel Manager for their ongoing sponsorship and support of the Club.

The committee remains focused on living the club values of TRAIN / RACE / BELONG.

### **TRAIN**

The Wednesday night club run continues to be popular, more so in summer than in winter, but the stalwarts turn up every week in winter. The run is the drawcard for new members, who hear about the club, turn up and then convert to members. Thank you to Rolf and Brettski, our run captains for your weekly updates, welcoming nature and all the effort you put into our fabulous Xmas run. Everyone looks forward to the Xmas run every year, and you always make it so much fun. It is the most popular event on our calendar!!

Friday night swims have continued during daylight savings and continue to be well attended. Thank you Hummo, I know that everyone has felt welcome at the Friday night sessions.

Unfortunately the Swim leaders were unable to establish a pool program this year.

Sunday rides have been revitalised with Hendrik taking on the role of Bike Leader. He has varied the rides and changed it up, even having some of the Cronulla crew riding to parkrun one Saturday, competing at parkrun, then riding back. Rides have taken members to RNP, Wollongong, Sydney CBD, Dolls Point, Kurnell to name a few places. The ride to Wollongong coincided with the UCI World Championships enabling members to watch the exciting racing.

The annual Robertson ride took place, run by Hendrik under very hot conditions.



Monday night adult bike skills sessions were established by Erica Galea, our Head Coach. These have proved popular with new members learning to hone their skill in a safe environment.

## RACE

This year we were fortunate that COVID restrictions no longer applied, and all racing went ahead with a full calendar. Mark Galea, our Race Director, has done his usual outstanding job of putting on The Running Company – The Shire triathlons, G & M Individual Eyewear aquathlons and Stu Ford/Endeavour Cycle time trials, and duathlons. Also, a huge thank you to our two Debs who continue to hold and host our Sunday afternoon Debathlons in the winter.

External race participation has been on the increase, and we have had some fantastic results. Husky again figured prominently this year.

The Kurnell series has not been able to be resurrected this year. The closure of part of the Park heavily impacts the run course and event parking, for building of the new La Perouse/Kurnell ferry wharf, this is not due for completion till the end of 2024. It is unlikely that we will see any type of race using the Kamay Botany Bay National Park precinct until 2025 at the earliest.

A contingent of approx. 70 junior and senior competitors headed north to Forster for the NSW Club Championships. A bitterly cold morning greeted us, we all wished we could stay in the water, as it was so much warmer than out. Everyone raced really well, with the Juniors taking away 2<sup>nd</sup> place in the Junior category, and the Seniors coming in 3<sup>rd</sup> in Div 1. We were a bit outweighed by numbers with the winning Div 1 club having more than 100 competitors. Our pizza and beer party before the official presentation at Club Forster was a great hit as always. Thank you to all who made the trek north to Forster.

## BELONG

Our branding is highly visible and club attire is worn with pride by our athletes. It is clearly evident when Cronulla is competing at an event, our colours stand out. Junior also wear our club colors, benefiting from the tri suit loan program.

In terms of membership, membership has started to increase after COVID, but not in the numbers hoped for. The membership in the sport is a concern that is visible to Triathlon Australia, and at Husky in February, Tri Australia in conjunction with TriNSW held a workshop that the NSW Club Presidents attended to enable us to voice our issues. Triathlon

Australia are working out what actions can be taken to assist in club retention/increase in membership. These actions will take time to come to fruition.

After almost 18 months since the Stu Ford Memorial Challenge was postponed, the road conditions at Garie have not changed and a safe, suitable alternative road cannot be found. The organising committee have instead agreed to host the SFMC in conjunction with the final club Time Trial on the 11<sup>th</sup> November 2023. Whilst we won't be able to complete Stu's desire to conquer Everest for him, there is synergy to holding the event at one of the Time Trials as Stu was the Race Director for several years prior to his passing. Whilst planning is just getting underway, the current vision is this; to hold the TT, followed by a "community ride" following the same route for those not wanting to take part in the TT. A run could be held in conjunction with Parkrun Cronulla for those that would prefer a walk or run. All participants can then come together for a breakfast BBQ at Don Lucas Reserve. The funds previously raised by the entrants have been donated to the three charities in accordance with the donor's request, and the money generously provided by sponsors has been held in trust to pay for the event. More information will be sent to previous participants and the community in the coming month.

## JUNIORS

Our Junior program continues to grow from strength to strength. Cronulla Tri Club's Junior program is acknowledged by TriNSW as the leading junior program in NSW. This is testament to the leadership provided by our head coach, Erica Galea, and her team of coaches, Deb Davidson, Deb Fransen, Stephanie Chandler and Kim Mason. Mark Picken took on the role of Junior Co-ordinator this season and helped organise many things associated with the juniors. Thank you to all the coaches and people who assist in ensuring the juniors receive high quality coaching.



## **RACE DIRECTOR'S REPORT - SEASON 2022/2023 – MARK GALEA**

### **ROLE DESCRIPTION:**

The goal of the Race Director (RD) is to provide race and transition experience for age group athletes of all abilities (juniors and seniors) in a fun, organised and safe environment.

These races are organised and run by volunteers who are committed to making these races accessible, which is why the cost per race is kept to a minimum.

The races also provide professional-level results catering to those looking to improve on their best time, however all participants who give it their best on the day are celebrated.

### **2022 - 2023 SEASON Overview**

It was a very successful season with 18 of the 19 scheduled events going ahead, with the 3<sup>rd</sup> Triathlon of the needing to be cancelled as a result of rescheduling Richie Walker to the same date. All the events were well attended by both our juniors and adults with some events the juniors outnumbered the adults.

The second timing box/mat, purchased the previous financial year, was used for both the Duathlon's and Triathlon's allowing the run/bike transitions to be separated making it far safer for all competitors as they no longer cross each other's path.

Our Stu Ford Time Trials continue to gain in popularity with some of the cycle clubs, as we are the only club that run any form of Time Trial.

I would also like to thank all the volunteers that assisted me with the events during the season, all the parents (to many to name), the Juniors Coaches (Deb Fransen, Deb Brown & Erica Galea), Mark Picken (Junior Co-Ordinator) and the Senior Juniors because without their help, we could not run these events.

## Series Overview

### INDIVIDUAL SERIES BREAKDOWN:

#### DUATHLON

The Duathlons all went ahead, even though the weather was chilly for most of the events. The second timing box was used allowing for a safer entry/exit. The same we use the same transition entry for the run/bike and transition exit for the run/bike.

RACE	DATE	TOTAL	SR	JR	M	F	NOTES
Duathlon #2	23-Jul-22	20	12	8	10	10	Was very trying conditions as the it rained on and off during the Duathlon. Considering the rain leading up the track was in very good conditions and need a basic sweep. 20 people did the Duathlon with several ladies doing the Her Duathlon.
Duathlon #3	20-Aug-22	29	14	15	19	10	Started chilly but warmed up nicely for the Duathlon. We had 29 people do the Duathlon with a nice turn out of Juniors and Adults. Trialled the new entrance/exit for both the run and bike. Seemed to work well and just need to ensure enough help for this area.
Duathlon #4	17-Sep-22	18	8	10	12	6	Nice weather for a final Duathlon of 2022. Total of 18 people did the Duathlon with the Juniors slightly out numbering the adults. Registrations were slow leading up to the day but picked up. Modified the entrance/exit with the entry for both the run/bike and the exit for run/bike, this worked very well
Duathlon #1	17-Jun-23	11	8	3	6	5	Chilly morning for the 1st Duathlon of the season with several dedicated members coming out and racing.

#### TRIATHLON

The Triathlon's continuing to be well supported throughout the season. Only one race had to be cancelled because of needing to reschedule Richie Walker.

RACE	DATE	TOTAL	SR	JR	Team	M	F	NOTES
Triathlon #1	15-Oct-22	35	17	18	0	26	9	Nice turnout for the 1st Triathlon of the season. Weather was perfect for racing. 35 people did the race with the juniors just out numbering the adults. Had 2 kids do their first triathlon.
Triathlon #2	10-Dec-22	42	21	21	1	30	12	Great turnout of participants and volunteers for the Triathlon. Had 42 people race with a 50/50 split between adults and juniors. Weather was nice for the event
Triathlon #3	18-Feb-23	0	0	0	0	0	0	Race cancelled due to the re-scheduling of Richie Walker

Triathlon #4	25-Mar-23	35	26	9	0	27	8	Decent turnout of 35 participants, the adults significantly outnumbered the juniors. Nice morning for racing
Triathlon #5	15-Apr-23	18	12	6	0	11	7	A small turnout for the final Triathlon of the season. Had a total of 18 participants. The weather was perfect racing. No mat timing for the Triathlon due to construction work around the cycling club

## AQUATHLON

The numbers dropped off from the 1<sup>st</sup> to the 3<sup>rd</sup> Aquathlon even though the weather for all three events was perfect for people that competed.

RACE	DATE	TOTAL	SR	JR	Team	M	F	NOTES
Aquathlon #1	19-Nov-22	32	14	18	0	23	9	Great turnout for the 1st Aquathlon of the season. Weather was perfect for racing. We had 32 people do the race with the juniors out numbering the adults. Number of juniors were doing their first Aquathlon. There was a decent number of volunteers assisted with setup/race marshalling/pack up
Aquathlon #2	21-Jan-23	21	13	8	1	12	9	A smallish turnout of 21 participants compared to the first Aquathlon. Morning turned out to be perfect with sunshine and pleasant conditions.
Aquathlon #3	11-Mar-23	15	10	5	0	9	6	A smaller than normal turnout of 15 for the final Aquathlon of the season. Morning was perfect for the event and for the first-time adults about numbered the juniors

## Stu Ford Time Trials

Good to see that we had a number of females that had participated in the Her Duathlon during the season come out and give the Time Trial a go. We also had a junior do the Time Trial for the first time.

With the increase in the number of cycle club's riders participating they have also offered to assist with volunteering to help with the finish line, which is very appreciated.

RACE	DATE	TOTAL	SR	JR	M	F	NOTES
TT #3	09-Jul-22	16	10	6	13	3	Plenty of rain in the lead up to the TT. Weather cleared on Friday and the council cleaned the road which allowed the TT to go ahead. A sweep was done in the morning with one section needing a clean due to glass. Was a very chilly morning with the temperature being 9 degrees and a head wind on the return trip to the finish line. Total of 16 people did the TT

TT #4	06-Aug-22	27	23	4	20	7	The weather was perfect for the time trial. We had a good turn out with 27 riders taking part, I think this is the second largest time trial. Was also great to see a few of our ladies that took part in the Her Duathlon a few weeks back giving the time trial a go.
TT #5	10-Sep-22	16	15	1	13	3	The weather was perfect for the time trial. We had a good turn out with 16 riders taking part.
TT #6	29-Oct-22	17	16	1	13	4	Solid turnout with 17 participants and with one junior doing there first Time Trial. Was a little chilly but there was a solid head wind on the return journey
TT #7	12-Nov-22	10	9	1	8	2	A small turnout for the final TT for the season.
TT #1	13-May-23	22	20	2	19	3	Good turnout for the first TT of the season. There were a number of cycling club riders participate in the TT and also helped at the finish line with identifying the riders. Also a couple of Tri club members helped.
TT #2	03-Jun-23	11	11	0	8	3	Chilly/foggy morning for the 11 brave riders that did the TT

### Financial Overview

Major expenses this year included timing system license renewals (Webscorer, The Race Director), Sutherland Pool Fees, Day Licenses and a replacement battery for the defibrillator. As of writing this report the net earnings saw a profit of \$549.25. This increase in earnings is mostly due to success of our events especially our Triathlons and Aquathlons. The Race Director bank account currently sits at \$2,262.49. There is still a deposit of cash from the Duathlon held on the 17<sup>th</sup> of June 2023 and pool fees from the Triathlon held on the 15h of April.

Date	Deposit	Withdrawal	Balance	Comments
Opening Balance to the 2022/2023 Season			\$1,713.24	
22/07/22	\$15.00		\$1,728.24	Duathlon No.2 (Alex,Eva & Ewan Lichner)
23/07/22	\$10.00		\$1,738.24	Duathlon No.2 (Adam & Kate Hummerston)
23/07/22	\$5.00		\$1,743.24	Duathlon No.2 (Rolf Behrens)
7/08/22		\$505.95	\$1,237.29	Defib Battery Replacement
15/08/22	\$60.00		\$1,297.29	Duathlon #2 Cash Takings
18/08/22	\$5.00		\$1,302.29	Duathlon No.3 (Beau Chandler)
19/08/22	\$15.00		\$1,317.29	Duathlon No.3 (Alex,Eva & Ewan Lichner)
19/08/22	\$5.00		\$1,322.29	Duathlon No.3 (Rhys Olson Keating)
19/08/22	\$5.00		\$1,327.29	Duathlon No.3 (Adam Stroud)
19/08/22	\$5.00		\$1,332.29	Duathlon No.3 (Hendrik Frentrup)
22/08/22	\$5.00		\$1,337.29	Duathlon No.3 (Ian Ross)
16/09/22	\$5.00		\$1,342.29	Duathlon No.4 (Hendrik Frentrup)
16/09/22	\$10.00		\$1,352.29	Duathlon No.4 (Izabela Szewczul)

16/09/22	\$100.00		\$1,452.29	Duathlon #3 Cash Takings
17/09/22	\$5.00		\$1,457.29	Duathlon No.4 (Adam Stroud)
17/09/22	\$10.00		\$1,467.29	Duathlon No.4 (Jerel David)
17/09/22		\$7.00	\$1,460.29	Duathlon #4 Day Licences
28/09/22	\$5.00		\$1,465.29	Hendrik Vintage Jersey
6/10/22	\$35.00		\$1,500.29	Triathlon No.1 (Alex,Eva & Ewan Lichner)
14/10/22	\$15.00		\$1,515.29	Triathlon No.1 (Dan Inglese)
14/10/22	\$70.00		\$1,585.29	Duathlon #4 Cash Takings
14/10/22	\$35.00		\$1,620.29	Triathlon No.1 (Zander, Austin and Jarrod Crump)
15/10/22	\$15.00		\$1,635.29	Triathlon No.1 (Daniel Acosta)
15/10/22	\$15.00		\$1,650.29	Triathlon No.1 (Rolf Behrens)
15/10/22		\$7.00	\$1,643.29	Triathlon #1 Day Licences
17/10/22	\$285.00		\$1,928.29	Triathlon #1 Cash Takings
21/10/22		\$282.50	\$1,645.79	Triathlon #1 Pool Fees
14/11/22	\$5.00		\$1,650.79	Aquathlon No.1 (Lyn Atkin)
18/11/22	\$15.00		\$1,665.79	Aquathlon No.1 (Alex,Eva & Ewan Lichner)
19/11/22	\$5.00		\$1,670.79	Aquathlon No.1 (Rolf Behrens)
19/11/22	\$5.00		\$1,675.79	Aquathlon No.1 (Zander Crump)
25/11/22	\$115.00		\$1,790.79	Aquathlon #1 Cash Takings
28/11/22		\$161.70	\$1,629.09	websorer reimbursement to Mark Galea
1/12/22	\$10.00		\$1,639.09	Aquathlon No.1 (Asher & Skye Kennedy)
5/12/22	\$15.00		\$1,654.09	Triathlon No.2 (Daniel Inglese)
5/12/22	\$15.00		\$1,669.09	Triathlon No.2 (Anthony Larbalestier)
7/12/22	\$15.00		\$1,684.09	Triathlon No.2 (Dave Hurst)
9/12/22	\$20.00		\$1,704.09	Triathlon No.2 (Riley Kilham)
9/12/22	\$20.00		\$1,724.09	Triathlon No.2 (Jackson & Cooper Sanders)
9/12/22	\$15.00		\$1,739.09	Triathlon No.2 (Glenn Gorick)
10/12/22	\$15.00		\$1,754.09	Triathlon No.2 (Daniel Acosta)
10/12/22	\$15.00		\$1,769.09	Triathlon No.2 (Adam Stroud)
10/12/22	\$10.00		\$1,779.09	Triathlon No.2 (Jane Brinckley)
10/12/22	\$15.00		\$1,794.09	Triathlon No.2 (Katie Delfosse)
10/12/22	\$5.00		\$1,799.09	Triathlon No.2 (Anthony Larbalestier)
10/12/22		\$10.50	\$1,788.59	Triathlon #2 Day Licences
10/12/22	\$20.00		\$1,808.59	Triathlon No.2 (Jeremy Smith)
12/12/22	\$15.00		\$1,823.59	Triathlon No.2 (Kailin Pople)
3/01/22	\$320.00		\$2,143.59	Triathlon #2 Cash Takings
20/01/23	\$5.00		\$2,148.59	Aquathlon No.2 (Hendrik Frentrup)
20/01/23	\$5.00		\$2,153.59	Aquathlon No.2 (Adam Stroud)
23/01/23	\$5.00		\$2,158.59	Aquathlon No.2 (Jarrod Crump)
27/01/23	\$90.00		\$2,248.59	Aquathlon #2 Cash Takings
28/01/23	\$3.00		\$2,251.59	Mina Bassilious

28/01/23	\$1.00		\$2,252.59	Anthony Larbaestier
6/02/23	\$15.00		\$2,267.59	Angela Wong (Triathlon No.3) cancelled, fee rollover
13/02/23		\$340.20	\$1,927.39	Triathlon #2 Pool Fees
16/02/23	\$20.00		\$1,947.39	Cassiano Margoni (Triathlon No.3) cancelled, fee rollover
8/03/23	\$10.00		\$1,957.39	Aquathlon No.3 (Christine Broughan)
9/03/23	\$15.00		\$1,972.39	Aquathlon No.3 (Lichner Family)
9/03/23	\$5.00		\$1,977.39	Aquathlon No.3 (Lyn Atkin)
10/03/23	\$5.00		\$1,982.39	Aquathlon No.3 (Hendrik Frentrup)
11/03/23	\$5.00		\$1,987.39	Aquathlon No.3 (Glenn Gorick)
11/03/23	\$5.00		\$1,992.39	Aquathlon No.3 (Kate Hummerston)
11/03/23		\$3.50	\$1,988.89	Aquathlon #3 Day Licence
11/03/23		\$150.00	\$1,838.89	Race Director Subscription
20/03/23	\$15.00		\$1,853.89	Triathlon No.4 (Paul Humphreys)
20/03/23	\$15.00		\$1,868.89	Triathlon No.4 (Kate O'Reily)
22/03/23	\$20.00		\$1,888.89	Triathlon No.4 (Riley Kilham)
24/03/23	\$15.00		\$1,903.89	Triathlon No.4 (Justin Hill)
24/03/23	\$20.00		\$1,923.89	Triathlon No.4 (Diane Schwarze)
25/03/23	\$15.00		\$1,938.89	Triathlon No.4 (Rolf Behrens)
25/03/23	\$15.00		\$1,953.89	Triathlon No.4 (Dan Inglese)
25/03/23	\$15.00		\$1,968.89	Triathlon N0.4 (Thierry Masquillier)
14/04/23		\$291.40	\$1,677.49	Triathlon #4 Pool Fees
14/04/23	\$20.00		\$1,697.49	Triathlon No.5 (Eva & Ewan Lichner)
14/04/23	\$15.00		\$1,712.49	Triathlon No.5 (Morgan Pike)
14/04/23	\$20.00		\$1,732.49	Triathlon No.5 (Diego Casagrande)
14/04/23	\$15.00		\$1,747.49	Triathlon N0.5 (Adam Stroud)
15/04/23	\$15.00		\$1,762.49	Triathlon No.5 (Rolf Behrens)
12/05/23	\$35.00		\$1,797.49	Aquathlon #3 Cash Takings
12/05/23	\$325.00		\$2,122.49	Triathlon #4 Cash Takings
12/05/23	\$115.00		\$2,237.49	Triathlon #5 Cash Takings
13/06/23	\$5.00		\$2,242.49	Duathlon No.1 (Simone Mernagh)
13/06/23	\$20.00		\$2,262.49	Duathlon No.1 (Sylvia Dagg) Paid for all 4 Duathlons

THANK YOU FOR TAKING THE TIME TO READ MY REPORT 😊



## **JUNIOR CO-ORDINATOR REPORT – SEASON 2022/23 MARK PICKEN**

As Junior Co-Ordinator I was responsible for the below areas in the running of the club.

- Junior Information Pack
- Child Safety and Protection
- Junior Point Score
- Bike Loan Program
- Parent and Coaches Liaison
- Training Attendance

### ***Junior Information Pack***

At the commencement of the season the Junior Co-Ordinator sends out an information pack covering.....

- Season training dates
- Club race information
- Athlete details form
- Athlete agreement form
- Junior goal setting plan
- Parent/Guarding consent form
- Coaches code of conduct

N.B. Although the pack was sent out to all juniors, we only received a handful back which made the whole process useless, it has been discussed that in the upcoming 23/24 season this will be managed as an online function which I believe may be managed by the Membership Manager (TBC).

### ***Child Safety and Protection***

The role included being up to date with all areas of Child safety and protection and that as a club we followed and applied correct safety to all areas involving the juniors both at training and at events.

### ***Junior Point Score***

During the season all points accumulated by juniors attending club races including both Aquathlons and Triathlon were recorded. These points have been sent to the Head Coach to arrange the appropriate awards for our upcoming Presentation night.

### ***Bike Loan Program***

The club currently hold approximately 28 bikes which are loaded out in the main to our juniors and as such this role is managed by the Junior Co-Ordinator. Currently we have the following



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- 12 on Loan
- 14 Held at the club house
- 2 Unsighted

A full list of these is held in a spreadsheet.

#### ***Parent and Coaches Liaison***

Responsible for communicating to both parents and coaches throughout the season concerning any areas of.....

- Safety
- Training
- Racing
- Special events

#### ***Training Attendance***

Whenever possible I attended training to allow parents the opportunity to raise any issues or concerns they may have or to arrange loan bikes or club apparel.

N.B. Unfortunately due to personal issues I will not be taking up this position or any other position on the 23/24 committee. I will however where possible be on deck to assist in any area that I might add value.

Mark Picken  
Life Member  
Cronulla Triathlon Club, Junior Co-Ordinator

## MEMBERSHIPS' REPORT 2022-2023 - ALICIA MCCULLOCH

### Membership Summary

This season saw an increase in membership for the first time since the 2014/2015 season.

Membership	Adult	Young Adult	Juniors	Life Members	Non Competing/Non Training	Total
2014/2015	365	0	69	9	7	450
2015/2016	345	0	68	8	4	425
2016/2017	356	0	81	11	4	452
2017/2018	276	2	67	10	8	363
2018/2019	286	13	65	13	9	386
2019/2020	257	16	63	8	10	354
2020/2021	224	14	60	9	9	316
2021/2022	155	9	58	10	16	237
2022/2023	180	3	69	9	19	271

### New members

During the 2022-23 season, 40 new members joined CTC. Welcome to all members who joined during this last season – we hope you achieved your triathlon goals and had fun, and hope to see you back for the 2023-24 season.

### Increasing Female Participation

The below tables demonstrate a steady increase in the proportion of females participating in the club. This has been supported by the previous seasons' *Her Triathlon*, *Her Aquathlon* and *Her Duathlon* programs in previous seasons, and by another *Her Aquathlon* program and the International Women's Day club run this season.

Membership	Male	%	Female	%	Total
2019/2020	239	68%	115	32%	354
2020/2021	204	65%	112	35%	316
2021/2022	144	61%	93	39%	237
2022/2023	161	59%	110	41%	271

Membership	Jnr M	%	Jnr F	%	Total
2019/2020	45	71%	18	29%	63
2020/2021	37	62%	23	38%	60
2021/2022	34	59%	24	41%	58
2022/2023	40	58%	29	42%	69

Membership	YA-M	%	YA-F	%	Total
2019/2020	10	63%	6	38%	16
2020/2021	8	57%	6	43%	14
2021/2022	5	56%	4	44%	9
2022/2023	2	67%	1	33%	3

## **FINANCIAL & COMMERCIAL REPORT - SEASON 202/2023 – JARROD CRUMP**

Cronulla Triathlon Club ends the year in a positive position to prior year by \$1,650 which has been a result of managing costs, driving membership and community activity.

Net position across 5 accounts sits with a year ending balance of \$53,651.

Top income streams for the club this financial year have been through:

1. Memberships (\$11,136)
2. Richie Walker Aquathon (\$10,431)
3. Sponsorships (\$5,450)
4. Apparel (\$4,921)

Key costs associated with running of the club have been through:

1. Richie Walker Aquathon (\$8,633)
2. Special Events including Presentation, Club Champs (\$5,707)
3. Donations for Stu Ford Memorial Challenge (\$3,545)
4. Club House Building Expenses (3,334)

### **Stu Ford Memorial Challenge**

As a club, we settled the donation for the Stu Ford Memorial challenge to the charities selected by Stu and donated \$5,500 to the Heart Foundation for the Richie Walker Aquathon.

It is important to note, the Stu Ford Memorial Challenge has raised over \$5,000 through entries. With the issues with the roads at Garie, the change in location is planned for November 2023. With donations of \$3,545 to the 3 nominated charities, the balance of the entries fees will go towards costs associated with running the event and any further balance will be donated to the nominated charities.

As at 03 July, Accounts are true and correct and payments are up to date.



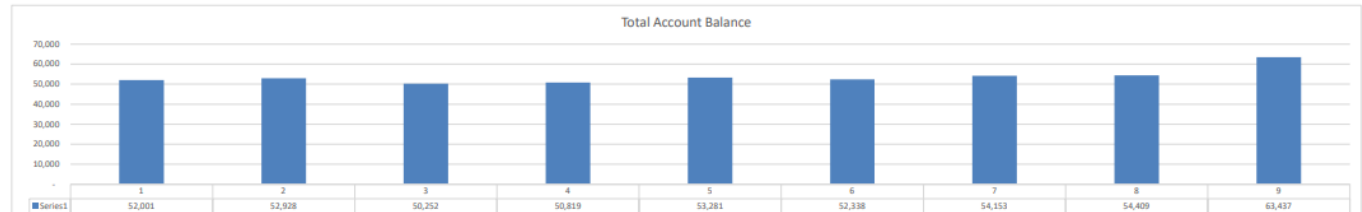
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Cronulla Triathlon Club Incorporated

Financial Statement

as at 04 July 2023

General Account		July Jul-22	August Aug-22	September Sep-22	October Oct-22	November Nov-22	December Dec-22	January Jan-23	February Feb-23	March Mar-23	April Apr-23	May May-23	June Jun-23	YTD Jun-23
Start of Month Balance	General	8,539	14,535	16,216	13,340	13,726	16,203	15,064	16,449	17,009	26,014	26,248	25,561	
	BBQ	1,007	1,007	657	658	658	659	659	660	660	661	662	662	
	Race	1,713	1,743	1,337	1,465	1,646	1,629	1,824	2,253	1,947	1,969	1,762	2,237	
	Sinking Fund	9,112	9,113	9,113	9,114	9,115	9,116	9,116	9,117	9,118	9,119	9,119	9,123	
	Term Deposit	25,604	25,604	25,604	25,674	25,674	25,674	25,674	25,674	25,674	25,674	25,674	25,674	
<b>Total SOM Balance</b>		<b>45,975</b>	<b>62,001</b>	<b>62,928</b>	<b>50,252</b>	<b>50,819</b>	<b>53,281</b>	<b>52,338</b>	<b>54,183</b>	<b>54,409</b>	<b>63,437</b>	<b>63,466</b>	<b>63,257</b>	
Income	General	8,020	3,838	429	769	2,573	436	1,734	4,129	10,756	596	159	1,669	35,107
	BBQ	0	0	0	1	1	1	1	1	1	1	1	1	6
	Race	30	100	135	470	145	205	429	35	175	85	475	80	2,364
	Sinking Fund	1	1	1	1	1	1	1	1	1	1	1	3	11
	Term Deposit	-	-	70	-	-	-	-	-	-	-	-	-	70
<b>Total Income</b>		<b>8,051</b>	<b>3,939</b>	<b>635</b>	<b>1,240</b>	<b>2,719</b>	<b>642</b>	<b>2,164</b>	<b>4,165</b>	<b>10,933</b>	<b>682</b>	<b>638</b>	<b>1,761</b>	<b>37,569</b>
Expenditure	General	2,024	2,156	3,304	383	95	1,575	349	3,569	1,752	361	846	11,234	27,649
	BBQ	-	350	-	-	-	-	-	-	-	-	-	-	350
	Race	-	506	7	290	162	11	-	340	154	291	-	133	1,893
	Sinking Fund	-	-	-	-	-	-	-	-	-	-	-	-	-
	Term Deposit	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses</b>		<b>2,024</b>	<b>3,012</b>	<b>3,311</b>	<b>673</b>	<b>257</b>	<b>1,586</b>	<b>349</b>	<b>3,909</b>	<b>1,905</b>	<b>652</b>	<b>846</b>	<b>11,367</b>	<b>29,893</b>
Movement	General	5,996	1,681	-2,876	386	2,478	-1,139	1,385	560	9,005	235	-688	-9,564	7,458
	BBQ	0	-350	0	1	1	1	1	1	1	1	1	1	344
	Race	30	-406	128	181	-17	195	429	-305	22	-206	475	-53	471
	Sinking Fund	1	1	1	1	1	1	1	1	1	1	1	3	11
	Term Deposit	-	-	70	-	-	-	-	-	-	-	-	-	70
<b>Total Balance</b>		<b>6,027</b>	<b>927</b>	<b>-2,676</b>	<b>567</b>	<b>2,462</b>	<b>-943</b>	<b>1,815</b>	<b>256</b>	<b>9,028</b>	<b>30</b>	<b>-209</b>	<b>-9,606</b>	<b>7,677</b>
Account Balance	General	14,535	16,216	13,340	13,726	16,203	15,064	16,449	17,009	26,014	26,248	25,561	15,996	
	BBQ	1,007	657	658	658	659	659	660	660	661	662	662	663	
	Race	1,743	1,337	1,465	1,646	1,629	1,824	2,253	1,947	1,969	1,762	2,237	2,184	
	Sinking Fund	9,113	9,113	9,114	9,115	9,116	9,116	9,117	9,118	9,119	9,119	9,123	9,134	
	Term Deposit	25,604	25,604	25,674	25,674	25,674	25,674	25,674	25,674	25,674	25,674	25,674	25,674	
<b>Total Balance</b>		<b>52,001</b>	<b>52,928</b>	<b>50,252</b>	<b>50,819</b>	<b>53,281</b>	<b>52,338</b>	<b>54,153</b>	<b>54,409</b>	<b>63,437</b>	<b>63,466</b>	<b>63,257</b>	<b>53,651</b>	



## Communications Report

### Key Responsibilities

1. Engagement with members through social media platforms
2. Advertising club races including advertising and promotion of RWA, Her Aquathlon/Duathlon
3. Prepare and circulate the monthly newsletter 'The Blurb' published monthly (usually in the week after the committee meeting)
4. Promote sponsors through 'The Blurb' and social media. There are currently two relevant Facebook CTC pages with events/information created on CTC page and shared to member's page. All posts to main CTC page also shared to Instagram

### Sponsors

Individual Eyewear promoted December 2022

Lifestyle Physio promoted May 2023

The Running Company promoted November 2022

Endeavour Cycles promoted September 2022

Tune Up Health and Fitness promoted June 2023

Kim Mason Travel Manager promoted June 2023

Southern Sports Podiatry promoted March 2023

AP Performers promoted February 2023



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## 2023/24 Cronulla Triathlon Club Committee and Support Role Nomination Form

I, \_\_\_\_\_ being a current financial

Member of the Cronulla Triathlon Club agree to be nominated for the following position/s for the 23/24 Year. (Please mark the position with an X)

### Committee Positions

Position	Nominated Position	Position	Nominated Position
President		Club Captain	
Vice President		Race Director	
Secretary		Member Services Leader	
Finance & Commercial		Communications	
Junior Coordinator			

### Club Support Positions

Position	Nominated Position	Position	Nominated Position
Run Leader		Diversity Leader	
Bike Leader		Grants	
Swim Leader		Club Heritage	
Club Champs Leader		Member Protection Officer	
Race Support		Junior Head Coach	
RWA Director		Infants Coach (Jr)	
Point Scorer		Primary Coach (Jr)	
Awards Coordinator		Secondary Coach (Jr)	
Volunteer Coordinator		Facilities & BBQ	
Gear Stewart			

As part of my nomination, I certify that I have read the code of conduct for committee members and agree to abide by the code of conduct and will provide my working with children check number within 1 month of the AGM.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Email \_\_\_\_\_

**Please forward to the Club Secretary, Javier Mesa prior to the AGM via email:**

[javimesa@hotmail.com](mailto:javimesa@hotmail.com)





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## **Cronulla Triathlon Club Committee & Support Role Code of Conduct**

The below code of conduct provides guidelines, rather than rules, of how members of the Cronulla Triathlon Club committee and those holding Support Roles, should behave and act, to help ensure the committee represents the best interest of the association's members, and uphold the integrity of the club and its rich history. This code of code is in place to define how one acts and is in place to complement but is not replacing the club constitution that governs how the club operates.

1. Committee members should not be absent without the consent of the committee from 3 consecutive meetings of the committee (see constitution 17.2, e)

1. Apologies for non-attendance to be provided to the club secretary 24 hours in advance of a meeting.
2. Matters discussed at committee meetings should be **treated as confidential**. Communication of discussions at meetings should only be shared with general members (non-committee) by a club official or a method otherwise agreed by the committee. It should be recognised that on some occasions, legal or privacy concerns may result in information not being documented in the minutes in detail.
3. All Committee members should **advise of any conflicts of interest** which may restrict them from abiding by this code of conduct, and any such conflict should be disclosed at the beginning of a committee meeting, or at any given time to the club secretary should they arise outside of a meeting. In addition,
  - i. A Committee member has the right to request to the secretary that **a conflict remains confidential**, however the secretary has the right to request that the matter be disclosed to the other Committee members if they feel doing so is acting in the best interests of the club and its broader membership.
  - ii. If the conflict of interest is seen as a breach of the club's constitution, or any code of conduct the Committee member may be asked to resign their position on the committee.

2. Committee members and Support Roles:

- a. should **always respect the opinions of others**, and equally be encouraged to share their own opinions in an open and constructive manner.
  - b. should **act in the best interests of all club members** at all times.
  - c. should not intentionally act in a way that is damaging to the club's image or perception.
  - d. should be **familiar with the club's constitution** and agree to abide by it and to the best of their ability the Cronulla Triathlon Club **Code of Conduct**.
  - e. are expected to provide to the Member Protection Information Officer, or committee member otherwise delegated by the committee, a Working with Children Check (WWCC). The Member Protection Information Officer will keep a record of WWCC's for all committee members and coaches, in line with requires of the **NSW Office of the Children's Guardian**, with follow-up of individuals when certificates expire.
  - f. should **act as leaders within the club**, and should drive the club's Train, Race & Belong agenda, especially the Belong by providing a welcoming and safe environment for all members and their families.
  - g. Must be familiar with the **National Integrity Framework** as adopted by Triathlon Australia, and **Triathlon Australia membership policies** and agree to up-hold that framework within the club.
3. Committee members and members holding Support Roles can ask the secretary to add an item to the meeting agenda, should they wish to discuss a specific issue or topic by the deadline specified by the secretary for the upcoming meeting to allow members to prepare for the discussion.
  4. Members holding support roles, or members with required expertise or knowledge, can be invited to attend committee meetings to provide updates or advice to the committee, or to receive information from the committee.
  5. Should a topic or matter not be resolved in a reasonable time period, or there is not sufficient information during a regular meeting then the chair may request a subcommittee be formed to discuss the topic in further detail. The sub-committee can include members of the Support Group. The sub-committee will bring back to the committee a proposal or options to be voted and approved by the committee or; motion to postpone until a specified time.

Further guidance provided by Play By the Rules for the conduct of meetings and its members can be found [here](#).

Cronulla Triathlon Club: Committee Code of Conduct

Reviewed by CTC Committee September 2022: minor changes to wording and hyperlinks, inclusion of MPIO role for responsibility of WWCCs and reference to NSW OCG added; updates to Triathlon Australia membership policies

## **Cronulla Triathlon Club Incorporated Constitution (Adopted in 2018, amended in 2022)**

### **Part 4 General meetings**

#### **20. ANNUAL GENERAL MEETINGS – HOLDING OF**

- a) The association must hold its first annual general meeting within 18 months after its registration under the Act.
- b) The association must hold its annual general meetings:
  - i. within 6 months after the close of the association’s financial year, or
  - ii. within any later time that may be allowed or prescribed under section 37 (2) (b) of the Act.

#### **21. ANNUAL GENERAL MEETINGS**

##### **21.1 Calling of**

- a) The annual general meeting of the association is, subject to the Act and to clause 25, to be convened on the date and at the place and time that the committee thinks fit.
- b) The association must hold its annual general meetings:
  - i. within 6 months after the close of the association’s financial year, or
  - ii. within any later time that may be allowed or prescribed under section 37 (2) (b) of the Act.

##### **21.2 Business**

In addition to any other business which may be transacted at an annual general meeting, the business of an annual general meeting is to include the following:

- a) to confirm the minutes of the last preceding annual general meeting and of any special general meeting held since that meeting,

- b) to receive from the committee reports on the activities of the association during the last preceding financial year,
- c) to elect office-bearers of the association and ordinary committee members,
- d) to receive and consider any financial statement or report required to be submitted to members under the Act.

An annual general meeting must be specified as that type of meeting in the notice convening it.

## **22. SPECIAL GENERAL MEETINGS – CALLING OF**

### **22.1 Special general meetings may be held**

The committee may, whenever it thinks fit, convene a special general meeting of the association.

### **22.2 Requisition of Special General Meetings**

- a) The secretary will convene a special General Meeting when at least five per cent (5%) of Members entitled to vote submit a requisition in writing.
- b) The requisition for a special General Meeting shall state the object(s) of the meeting, be signed by the Members making the requisition and be sent to the Club. The requisition may consist of several documents in a like form, each signed by one (1) or more of the Members making the requisition.
- c) If the Committee does not cause a special General Meeting to be held one (1) month after the date in which the requisition is sent to the Club, the Members making the requisition, or any of them, may convene a special General Meeting to be held no later than three (3) months after that date.
- d) A special General Meeting convened by Members under this Constitution shall be convened in the same manner, or as close as possible, as those convened by the Committee.

## **23. NOTICE OF GENERAL MEETING**

- a) Notice of every General Meeting shall be given to every Life Member and Individual Member entitled to receive notice. Notices shall be sent to the addresses appearing in the Club's Register. The auditor and Committee members shall also be entitled to receive notice of every General Meeting. No other person shall be entitled, as of right, to receive notices of General Meetings.
- b) A notice of a General Meeting shall specify the place, day and hour of the meeting and shall state the business to be transacted at the meeting.
- c) At least twenty-one (21) days' notice of a General Meeting shall be given to those Members entitled to receive notice, together with:
  - i. the agenda for the meeting; and
  - ii. any notice of motion received from Members entitled to vote.
- d) Notice of every General Meeting shall be given in the manner in clause 33.

## **24. PROCEEDINGS AT GENERAL MEETINGS**

### **24.1 Quorum**

- a) No item of business is to be transacted at a general meeting unless a quorum of members entitled under this constitution to vote is present during the time the meeting is considering that item.
- b) Five members present (being members entitled under this constitution to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.
- c) If within half an hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting:
  - d) if convened on the requisition of members – is to be dissolved, and
  - e) in any other case – is to stand adjourned to the same day in the following week at the same time and (unless another place is specified at the time of the adjournment by the person presiding at the meeting or communicated by written notice to members given before the day to which the meeting is adjourned) at the same place.
- f) If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being at least 3) are to constitute a quorum.

## **24.2 Chair to Preside**

The chair of the Committee shall, subject to this Constitution, preside as chair at every General Meeting except:

- a. in relation to any election for which the chair is a nominee; or
- b. where a conflict of interest exists.

If the chair is not present, or is unwilling or unable to preside, the Member present shall appoint another Committee Member to preside as chair for that meeting only.

## **24.3 Adjournment of Meeting**

- a) The chairperson of a general meeting at which a quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place, but no business is to be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
- b) When a meeting is adjourned for thirty (30) days or more, notice of the adjourned meeting shall be given as in the case of an original meeting.
- c) Except as provided in subclauses (b), notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not required to be given.

## **24.4 Voting Procedure**

A question arising at a general meeting of the association is to be determined by:

- a) a show of hands or, if the meeting is one to which clause 37 applies, any appropriate corresponding method that the committee may determine, or
- b) if on the motion of the chairperson or if 5 or more members present at the meeting decide that the question should be determined by a written ballot

## **24.5 Recording of Determinations**

Unless a poll is demanded under clause 24, the chair's declaration shall be conclusive evidence of the result of a resolution decided by a show of hands. The declaration does not

need to record the number of votes in favour of or against the resolution; the result of the resolution must be recorded in the Club's book of proceedings.

## **24.6 Where Poll Demanded**

If a poll is duly demanded under clause 24.4 it shall be taken in such a manner and either at once or after an interval or adjournment or otherwise as the chair directs. The result of the poll shall be the resolution of the meeting.

## **25. SPECIAL RESOLUTIONS**

A special resolution may only be passed by the association in accordance with section 39 of the Act. A special resolution is only passed if it is supported by at least three-quarters of the votes cast by members of the club who, under the constitution are entitled to vote.

## **26. VOTING AT GENERAL MEETINGS**

### **26.1 Members Entitled to Vote**

- a) On any question arising at a general meeting of the association a member has one vote only.
- b) A member is not entitled to vote at any general meeting of the association unless all money due and payable by the member to the association has been paid.
- c) A member is not entitled to vote at any general meeting of the association if the member is under 18 years of age.

### **26.2 Casting Vote**

In the case of an equality of votes on a question at a general meeting, the president, vice president and secretary are entitled to confer to exercise a single, combined second or casting vote. This casting vote is to be the unanimous or two-thirds majority determination of the president, vice president and secretary.

### **26.3 Proxy votes not permitted**

Proxy voting must not be undertaken at or in respect of a general meeting.

### **26.4 Postal or electronic ballots**

No motion shall be determined by a postal or electronic ballot unless determined by the Committee. If the Committee so determines, the postal or electronic ballot shall be conducted under procedures determined by the Committee from time to time.

### **26.5 Use of technology at general meetings**

- a) A general meeting may be held at 2 or more venues using any technology approved by the committee that gives each of the association's members a reasonable opportunity to participate.
- b) A member of an association who participates in a general meeting using that technology is taken to be present at the meeting and, if the member votes at the meeting, is taken to have voted in person.