



## **PORT ADELAIDE CYCLING CLUB**

Committee Meeting  
Monday 1 April 2019

### **MINUTES**

#### **1 Welcome and Apologies**

Welcome: Gemma Kernich (President), Jo Dettloff, Will Lyons, Jenny Macpherson, Stacey Quinn, Alex Bates, Paula Hollamby, David Miller

Apologies: Peter Davis, Phil Dixon

#### **2 Minutes of Previous Meeting**

Minutes from the previous meeting were carried as a true and correct record of discussion.

Moved: Jo Dettloff / Seconded: Stacey Quinn / Carried

Actions Arising from Minutes:

- Asset Register – Gemma has forwarded assets to Alex.
- Bank Account – Alex to action opening of bank account for Hanson Reserve Operating Committee
- Advertising at Hanson Reserve – CSA has been advised by council that advertising is permitted along the fence line as long as it does not exceed 25% of the surface. Jenny waiting for confirmation in writing.
- Expressions of Interest for Sub Committees – Sent out with newsletter last month.
- Life Memberships – Will to check records to determine if there are any unknown life members. Gemma has been advised that it is unlikely that Kevin Phillips is a life member.

#### **3 Treasurer's Report**

Financial Reports for March were circulated and discussed. A number of transactions that show as outstanding in Xero have already been paid. Paula had reviewed transactions to ensure that Hanson Reserve expenses were correctly allocated. Income from one Sprint Wars event to be journaled from Hanson Reserve to Track (Indoor) department. It was also noted that the entry fees for Cyclo Sportifs were paid by the Club in August and therefore riders should be invoiced.

*Action: Alex to make amendments to issue invoices for Sportifs and amend transaction as noted.*

The Financial Reports for March were accepted with amendments by the Committee

#### **4 Junior Scholarships**

Four applications were received following the call for Junior Scholarships. All nominees met the criteria for nomination and the Committee moved that they be issued with \$250 each to cover travel and other expenses associated with representing the Club. Recipients to be announced at the AGM in March.

*Action: Paula to invite recipients to attend AGM*

Moved: Gemma Kernich / Seconded: Paula Hollamby / Carried

#### **5 EOI – Sub Committee**

- Information on EOIs / Sub Committees were sent in previous newsletter. Despite a large number of opens, only two members responded (Cricks and Kain Gardiner). Gemma to contact other members to enlist assistance. Bloggers are also needed to provide news stories / internet articles.

#### **6 Hanson Reserve Update**

- Scheduled to be available next week. Fencing has been completed and gates are to be installed this week. Council gardeners are spraying caltrop. Wire clippings need to be removed.
- Kilkenny CC has signed the Memorandum of Understanding
- Locks have been upgraded and keys are ready to be collected. Key register to be kept by the Operating Committee
- Fence signage and outdoor branding to be considered by the Operating Committee to establish a presence at the venue.

#### **7 Calendar Planning Session**

Gemma and Paula attended a Calendar Planning Session to discuss CSA events for the next six months (and beyond). Minor amendments to the dates proposed will be made to ensure a balanced and spread out calendar of events. CSA to send the calendar to all clubs next week once finalised.

#### **8 AGM**

The Committee agreed the Club AGM date of 27 May 2019 at Hanson Reserve.

*Action: Paula to send out AGM notification with call for nomination to the Committee / Life Memberships.*

## 8 Any Other Business

- Request for Donation / Sponsorship – The Committee discussed to similar requests for club support / sponsorship. As the Club is a not for profit, it is not considered appropriate that funds be used to support charities. Consideration may be given to adding an option for donations along with event entries (similar to Amy Gillet Foundation donations for Cycling Australia). A call will be made to members to nominate charities for consideration.
- Volunteer Event – for afternoon of 13 April after Hanson has re-opened. Pizza will be ordered based on numbers in attendance, rather than pre-arranging catering. The Volunteer of the Year nomination was discussed and options for acknowledgement. . Volunteer of the Year to be announced.

*Action: Jenny Macpherson to liaise with Scammell and Co re perpetual trophy.*

*Action: Jo Dettloff to liaise with Tom Freeman at FTM Marketing re t-Shirts (both volunteer and plain Club t-shirts for sale to members.*

*Action: Paula to include invitation to the event in the newsletter and create an internet article.*

- Junior Dirt Skills – new season to be announced with sessions being offered as individual events, rather than a series to ensure maximum attendance.
- Grants – Paula to finalise grant with ORSR. Stacey advised that SA Water has grants available that the club may wish to apply for.
- Coaching Course – Committee agreed to partially fund member attendance at upcoming CSA Coaching course in return for volunteering of services at completion of the course. To be included in newsletter.
- Future Committee Meetings – The Committee agreed that future meetings will be held at the Club Rooms, with a change to the second Monday so as not to clash with KCC meetings.

# Balance Sheet

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## Port Adelaide Cycling Club As at 31 March 2019

	31 Mar 2019	28 Feb 2019	31 Jan 2019	31 Dec 2018
<b>Assets</b>				
<b>Bank</b>				
ANZ Trading Account	50,000	47,724	49,050	47,290
<b>Total Bank</b>	<b>50,000</b>	<b>47,724</b>	<b>49,050</b>	<b>47,290</b>
<b>Current Assets</b>				
Accounts Receivable	2,858	408	1,349	2,767
Cash Floats	100	100	100	100
<b>Total Current Assets</b>	<b>2,958</b>	<b>508</b>	<b>1,449</b>	<b>2,867</b>
<b>Fixed Assets</b>				
Cycling Equipment	2,903	2,903	2,903	2,903
<b>Total Fixed Assets</b>	<b>2,903</b>	<b>2,903</b>	<b>2,903</b>	<b>2,903</b>
<b>Total Assets</b>	<b>55,860</b>	<b>51,134</b>	<b>53,401</b>	<b>53,060</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable	733	-	-	2,882
Unpaid Expense Claims	241	-	(89)	-
<b>Total Current Liabilities</b>	<b>974</b>	<b>-</b>	<b>(89)</b>	<b>2,882</b>
<b>Total Liabilities</b>	<b>974</b>	<b>-</b>	<b>(89)</b>	<b>2,882</b>
<b>Net Assets</b>	<b>54,886</b>	<b>51,134</b>	<b>53,490</b>	<b>50,178</b>
<b>Equity</b>				
Current Year Earnings	10,346	6,594	8,950	5,637
Retained Earnings	44,540	44,540	44,540	44,540
<b>Total Equity</b>	<b>54,886</b>	<b>51,134</b>	<b>53,490</b>	<b>50,178</b>