



PORT ADELAIDE CYCLING CLUB

Committee Meeting
Monday 10 August 2020

MINUTES

1 Welcome and Apologies

Welcome: Stacey Quinn, Peter Davis, Jo Dettloff, Tim Loft, Jenny Macpherson, Paula Hollamby, Stacey Quinn (online)

Apologies: Gemma Kernich

2 Minutes & Actions of Previous Meeting

Minutes and Action List were reviewed and updated (refer Action List for summary of actions).

Moved: Tim Loft / Seconded: Jenny Macpherson / Carried

3 Treasurer's Report

Financial statements for July were distributed. Minimal transactions to report. Seafaring Fools has renewed sponsorship and made payment that will show next month. Jo to prepare Audited reports for AGM and Summary of Joint Account for presenting to KCC. Canteen income to go to joint account (as items were purchased from that account). Training income to go to PACC account. Jo now has signatory on Joint Account.

Sports Vouchers income received – Paula to forward details re payments.

Financial Statements moved: Paula Hollamby / Seconded: Tim Loft / Carried

4 Strategic Plan Actions

Gemma and Stacey still yet to meet to finalise the Action Plan and allocate tasks.

5 Policy Updates

- Junior Policy distributed at last meeting was ratified for signing / publication.
- Volunteers, Life Membership, Volunteer Recognition policies reviewed by Paula and Pete – no changes made – update versions for re-publication.
- Gemma and Stacey to meet to update Constitution / Governance Statement / Office Bearers policies
- Committee discussed the Moto Pacers Role Statement / Operating Instruction distributed. Gemma noted inclusion of “hot exhaust” clause in her email. Minor typo also noted for fixing. Committee agreed that an item should be added regarding footwear (closed toe shoes – no cleats), appropriate jacket and gloves to be worn.

- Jo to develop Financial Management policy. Stacey to forward policy developed previously as a guide.

6 Any Other Business

- **AGM** – Gemma liaising with Pirate Life for AGM 24 September. Seafaring Fools has restricted capacity to hold the event, as does the Clubrooms.
- **Insurance** – Action was on KCC to arrange quotes for insurance for clubrooms, but has not occurred. Stacey to use contacts to get quotes for contents at Hanson, and when items are used at events. Quote to include insurance for trailer and its contents. Estimated value is on the Asset Register.
- **Super Series** – Jenny provided update on Super Series. Vic Park will be out of action for some Super Series rounds. Invoices are on hold pending replacement venues being found (rounds may be cancelled and entry fees reduced). Number of riders in women's teams may be reduced to accommodate smaller entry numbers, but decision has not been made. Riders have ordered kit.
- **Club Kit** – Committee discussed the existing club kit and whether a refresh of the design is appropriate given that we have had it for a number of years. A change in sponsors is a good opportunity to refresh the look. The Committee agreed to hold a member competition for kit design, with members voting for the winner and the winning entry receiving a free kit. Jenny to progress.
Stacey volunteered to investigate the option of selling club kit at Cycle Closet to reduce reliance on individuals.
- **ORSR Grants** – emails received from various sources regarding the next round of Active Club Grants. Paula to put in application for Round 49. Paula and Jo to work on expenditure for existing grant – due for acquittal end of September.

Meeting closed at 7:03pm

Date of Next meeting: Monday 13 July 2020

Balance Sheet

Port Adelaide Cycling Club

As at 31 July 2020

31 JUL 2020

Assets

Bank

ANZ Trading Account	54,762.80
Hanson Operating Account	5,142.23
Total Bank	59,905.03

Current Assets

Accounts Receivable	86.00
Cash Floats	100.00
Total Current Assets	186.00

Fixed Assets

Cycling Equipment	4,722.00
Motor Vehicles	1,500.00
Total Fixed Assets	6,222.00

Total Assets 66,313.03

Liabilities

Current Liabilities

Deposits in Transit - Sports Vouchers	100.00
Kilkenny Share of Hanson Operating Account	2,571.12
Total Current Liabilities	2,671.12

Total Liabilities 2,671.12

Net Assets 63,641.91

Equity

Current Year Earnings	2,725.73
Retained Earnings	60,916.18
Total Equity	63,641.91