

Royal City Athletics Club Annual General meeting

Date: Wednesday, June 28th, 2023

Time: 7:00pm-8:08pm

Location: Microsoft Teams (Online) & Gryphon Athletics Football Pavilion

Meeting Attendance:

-Michael Sherar	-Andrew Catton	-Keegan Gaunt
-Catherine Embree	-Paul Galas	-Gavin Hughes
-Elizabeth Waywell	-Adenike Abiodun	-Laurie Davis

Agenda:

- 1.0** Welcoming Remarks
- 2.0** Receipt of Agenda
- 3.0** Receipt of Previous AGM Minutes
- 4.0** Club Manager Report
- 5.0** Consideration of Financial Statements
- 6.0** Report of the Review Engagement
- 7.0** Directors for Election
- 8.0** Appointment of Accountant
- 9.0** Adjournment

Club Decisions:

- To re-elect Ken Kudo and Andrew Catton to 3 year terms
- To elect Laurie Davis and Colin Hardy to 3 year terms
- To appoint Baker Tily as the 2023 external accountant to conduct review

Meeting Minutes

1.0 Welcoming Remarks

- Quorum was not met and meeting must be paused for 15 minutes as stated in the club bylaws, meeting temporarily adjourned
- **7:15pm-** Quorum is still not met and will require another 15 minutes as stated in the bylaws
- **7:30pm-** Quorum still not met and now the meeting may commence with members who are currently present

2.0 Receipt of Agenda

- **Motion:** Elizabeth
- **Seconded:** Adenike Abiodun
- **Carried**

3.0 Receipt of Previous AGM Minutes

- **Motion:** Keegan Gaunt
- **Seconded:** Adenike Abiodun
- **Carried**

4.0 Club Manager Report

- Manager reporting on the growth of the club in 2022 and the expansion of membership options
- Increase of more volunteer coaches has resulted in more programs that can be run and create revenue
- Booking of more facility time to catch up with the growth of the club
- Success at all levels ranging from youth, high school, University and International
 - Increase in recreational members as well and not solely on the competitive aspect
- 2022 Inferno Track and Field Festival featured several top performances and World Championship standards
- Updates on the first half of 2023 and how the club is continuing to build from 2022 with similar framework
- 2023 had just happened last week and was a great success

5.0 Consideration of Financial Statements

- Club treasurer explaining in detail the 2022 financial statements and identifying where streams of revenue were grouped and how expenses were tracked
- There were no questions from the members in attendance

6.0 Report of the Review Engagement

- Club treasurer explaining in detail the 2022 review engagement and explaining the steps taken to complete the engagement and the findings
 - The engagement suggested that there are no areas of concern
- Discussion regarding review engagement and audit
 - The club is not required to have an audit and a review engagement is sufficient
 - The audit is substantially more expensive than a financial review

7.0 Directors for Election

- Directors stepping down are; Holly Dolan, Catherine Embree, Keegan Gaunt
- Directors to be re-elected are; Ken Kudo, Andrew Catton
- Directors for election; Laurie Davis, Colin Hardy
- **Motion:** To approve re-election of Ken Kudo and Andrew Catton as well as the election of Laurie Davis and Colin Hardy
 - **Moved:** Elizabeth Waywell
 - **Seconded:** Adenike Abiodun
 - **Carried**
 - **Paul MacNamara has completed proxy**

8.0 Appointment of Accountant

- Motion to appoint Baker Tily as the external account to conduct 2023 review
- **Moved:** Andrew Catton
- **Seconded:** Keegan Gaunt
- **Carried**

9.0 Adjournment

- Meeting adjourned at 8:08pmET
- **Motion:** Elizabeth Waywell
- **Seconded:** Andrew Catton
- **Carried**