



CENTRAL QUEENSLAND SWIMMING ASSOCIATION
MINUTES OF ANNUAL GENERAL MEETING
3rd June 2018
Rockhampton Leagues Club, Rockhampton

<i>AGENDA ITEM</i>		<i>NOTES ON DISCUSSION</i>	<i>RESOLUTION</i>	<i>OUTCOME</i>																								
1.	OPENING	Meeting Opened at 10.30am																										
1.1	Attendance	Present: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Michael Borg</td> <td>Nicole Dendle - CQAQU</td> <td>Felicity Jones - Yeppo</td> </tr> <tr> <td>Jodie Shanks</td> <td>Karen Doherty – Emu Pk</td> <td>Scott Hartwell - RCity</td> </tr> <tr> <td>Stephen Thefs</td> <td>Ryan Chinner – Glad Sth</td> <td></td> </tr> <tr> <td>Krissy Kelly - Carib</td> <td>John Tumbers – Glad Sth</td> <td></td> </tr> <tr> <td>David Milburn - Carib</td> <td>Kerrie Roberts - RCity</td> <td></td> </tr> <tr> <td>Rebecca Humphries - Creso</td> <td>Scott Hartwell - RCity</td> <td></td> </tr> <tr> <td>Gary Knight - CQAQU</td> <td>Michelle McCann - Yeppo</td> <td></td> </tr> </table> Guests: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Margaret Milburn - Carib</td> </tr> <tr> <td>Amanda Fraser - CQAQU</td> </tr> <tr> <td>Shane Kingston - RCity</td> </tr> </table>	Michael Borg	Nicole Dendle - CQAQU	Felicity Jones - Yeppo	Jodie Shanks	Karen Doherty – Emu Pk	Scott Hartwell - RCity	Stephen Thefs	Ryan Chinner – Glad Sth		Krissy Kelly - Carib	John Tumbers – Glad Sth		David Milburn - Carib	Kerrie Roberts - RCity		Rebecca Humphries - Creso	Scott Hartwell - RCity		Gary Knight - CQAQU	Michelle McCann - Yeppo		Margaret Milburn - Carib	Amanda Fraser - CQAQU	Shane Kingston - RCity		
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1.2	Apologies	Moura Club, Val Kalmikovs, Jenny Smith, Amanda Noone, Sarah Emery, Wendy Ryan, Maurine Jones	That the apologies be accepted	Moved: Michael Borg Seconded: Jodie Shanks CARRIED																								
2.0	PREVIOUS MINUTES	Previous minutes read.	That the minutes of the Annual General Meeting held on 14 th May 2017 be accepted	Moved: Gary Knight Seconded: Stephen Thefs CARRIED																								
2.1	Business arising – previous minutes	NIL																										
4.0	REPORTS																											
4.1	President’s Report	Report presented by Michael Borg.	That the report be received.	Moved: Michael Borg Seconded: Jodie Shanks CARRIED																								
4.2	Treasurer’s Report	Report prepared by Amanda Noone and presented by Michael Borg.	That the report be received.	Moved: Michael Borg Seconded: Scott Hartwell CARRIED																								

4.3	Registrar's Report	Report presented by Stephen Thefs.	That the report be received.	Moved: Stephen Thefs Seconded: Michael Borg CARRIED
4.4	Record Steward's Report	Report prepared by Val Kalmikovs and presented by Michael Borg.	That the report be received.	Moved: Michael Borg Seconded: Jodie Shanks CARRIED
4.5	Coaching Sub Committee's Report	No report to be presented.		
4.6	Technical Official's Report	Report prepared by Sarah Emery and presented by Michael Borg.	That the report be received.	Moved: Jodie Shanks Seconded: Scott Hartwell CARRIED
5.0	ELECTION OF OFFICE BEARERS			
5.1	President	1 nomination received by close of nominations - Michael Borg.		Nominated: Sarah Emery Seconded: Amanda Noone CARRIED
5.2	Vice President	1 nomination received by close of nominations – Jodie Shanks.		Nominated: Michael Borg Seconded: Sarah Emery CARRIED
5.3	Junior Vice President	No nominations received.		Nominated: Seconded: CARRIED
5.4	Secretary	No nominations received.		Nominated: Seconded: CARRIED
5.5	Treasurer	1 nomination received by close of nominations – Amanda Noone.		Nominated: Belinda Guernieri Seconded: Julia Barnes CARRIED
5.6	Registrar	1 nomination received by close of nominations – Stephen Thefs.		Nominated: Melody Douglas Seconded: Shane Richardson CARRIED
5.7	Record Steward	1 nomination received by close of nominations – Val Kalmikovs		Nominated: Sarah Emery Seconded Michael Borg CARRIED
5.8	Publicity Officer	No nominations received.		Nominated: Seconded: CARRIED

5.9	Central Highlands Representative	No nominations received.		Nominated: Seconded: CARRIED
5.10	Far Western Representative	No nominations received.		Nominated: Seconded: CARRIED
6.0	APPOINTMENT OF AUDITOR	Meeting discussed appointment of auditor for the next swimming financial year.	That Kennas Accountancy be appointed auditor for 2018/2019	Moved: Michael Borg Seconded: David Milburn CARRIED
7.0	AUTHORISED OFFICERS	To enable the timely bank transactions of the Association the following officers are assigned as authorised officers: 1. Treasurer – Amanda Noone 2. President – Michael Borg 3. Vice President – Jodie Shanks 4. Records Steward – Val Kalmikovs 5. Chair Technical Committee – Sarah Emery for Technical Officials Account only.	That the listed officers are assigned as authorised officers to approve banking transactions on all CQSA accounts.	Moved: Michael Borg Seconded: Gary Knight CARRIED
8.0	APPOINTMENT OF PATRON	No Nominations		
9.0	LIFE MEMBERS	No Nominations		
10.0	FEES	Meeting considered Association budget and current fees and club operating environments.	That the Club Affiliation fee for 2018/19 be set at \$200.	Moved: Scott Hartwell Seconded: Stephen Thefs CARRIED
		Meeting discussed the burden this fee and its payment method (SQ) will place on smaller clubs.	That a \$50 rebate is paid to affiliated clubs with less than 50 active members at Dec 31 of the 18/19 season.	Moved Karen Doherty Seconded: Krissy Kelly CARRIED
			That the CQSA component of membership fees be set at \$16.	Moved: Michael Borg Seconded: Jodie Shanks NOT CARRIED
			That the CQSA component of membership fees remains at \$12.	Moved: Stephen Thefs Seconded: Gary Knight CARRIED
11.0	MEETING CLOSE	Meeting closed at 11.15am		

	Position	Name	Signature	Date
Signed	President:	Michael Borg		
	Vice President:	Jodie Shanks		

**CENTRAL QUEENSLAND SWIMMING ASSOCIATION
INC**

ABN 83 899 117 106

FINANCIAL REPORT
FOR THE YEAR ENDED 31 MARCH 2018

CENTRAL QUEENSLAND SWIMMING ASSOCIATION INC
ABN 83 899 117 106

PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED 31 MARCH 2018

	Note	2018 \$	2017 \$
INCOME			
Grant Income		-	4,000
Sponsorships		6,354	6,635
Membership & Affiliation		13,002	10,816
Swim Meet Income		22,405	22,986
Interest Income		667	754
Donations		2,000	1,448
Levies		15,060	13,898
		59,488	60,537
LESS EXPENDITURE			
Swimmer Development		18,690	28,905
Coach Development		500	2,127
Officials Development		8,097	379
Swim Meet Expenses		14,175	17,053
Auditors' remuneration		1,000	700
Bank charges		40	26
Computer Expenses		-	480
Depreciation		978	1,264
General expenses		166	143
Insurance		1,781	1,378
Permits, licences and fees		412	72
Postage		176	405
Printing and stationery		785	180
Regional Costs		365	1,319
Rent		3,870	3,600
Repairs and maintenance		536	577
Swimming Qld Affiliation		125	125
Telephone		630	840
		52,326	59,573
		7,162	964
NET OPERATING PROFIT		7,162	964
Retained Profits at the beginning of the financial year		69,878	68,913
TOTAL AVAILABLE FOR APPROPRIATION		77,040	69,878
RETAINED PROFITS AT THE END OF THE FINANCIAL YEAR		77,040	69,878

The accompanying notes form part of these financial statements.

These statements should be read in conjunction with the attached compilation report.

CENTRAL QUEENSLAND SWIMMING ASSOCIATION INC
ABN 83 899 117 106

BALANCE SHEET
AS AT 31 MARCH 2018

	Note	2018 \$	2017 \$
CURRENT ASSETS			
Suncorp Everyday Account		9,212	18,361
Suncorp Railway Account		1,686	1,878
Suncorp CQSA Development Account		14,138	1,546
Suncorp CQSA Investment Account		30,686	30,196
Suncorp CQSA Asset Sinking Account		3,642	2,583
Suncorp Technical Officials Account		7,163	3,964
Trade debtors		<u>213</u>	<u>72</u>
		<u>66,740</u>	<u>58,600</u>
FIXED ASSETS			
Plant and equipment	2	<u>10,300</u>	<u>11,278</u>
		10,300	11,278
TOTAL ASSETS			
		<u>77,040</u>	<u>69,878</u>
NET ASSETS			
		<u><u>77,040</u></u>	<u><u>69,878</u></u>
EQUITY			
Retained Profits		<u>77,040</u>	<u>69,878</u>
TOTAL EQUITY			
		<u><u>77,040</u></u>	<u><u>69,878</u></u>

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CENTRAL QUEENSLAND SWIMMING ASSOCIATION INC
ABN 83 899 117 106

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

1 Summary of Significant Accounting Policies

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act (Qld). The Committee of Management has determined that the association is not a reporting entity.

The financial report has been prepared in accordance with the requirements of the Associations Incorporation Act (Qld). No Australian Accounting Standards, Urgent Issues Group Consensus Views or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values, or except where specifically stated, current valuations of non-current assets.

The following material accounting policies, which are consistent with the previous period unless specifically stated, have been adopted in the preparation of the financial report.

(a) Income Tax

The Committee of Management believes the association is exempt from income tax under section 50-45 of the Income Tax Assessment Act 1997.

(b) Plant and Equipment

All plant and equipment is initially measured at cost and is depreciated over its useful life to the association.

(c) Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument.

Grant and donation income is recognised when the entity obtains control over the funds, which is generally at the time of receipt. If conditions are attached to the grant that must be satisfied before the association is eligible to receive the contribution, recognition of the grant as revenue will be deferred until those conditions are satisfied.

	2018 \$	2017 \$
2 Plant and equipment:		
Plant & Equipment (At Cost)	37,192	37,192
Less Accumulated Depreciation	<u>(26,892)</u>	<u>(25,914)</u>
Total plant and equipment	<u><u>10,300</u></u>	<u><u>11,278</u></u>

The accompanying notes form part of these financial statements.

These notes should be read in conjunction with the attached compilation report.
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2018 CQSA Annual General Meeting

President's Report

The 2017/18 swimming season was another successful year for the Central Queensland region with another year of strong membership, both competitive and recreational swimmers.

The Association conducted, with the generous assistance of the region's clubs, two carnivals which provided valuable platforms for State & National competitions. CQ Sprints was hosted by Biloela Bluefins with over 220 swimmers competing this year in Biloela. The Graham Simpson "Simmo's Best Overall Performance Award" went to Matthew Richardson & Randy Chopping. CQ Championships celebrated all the fantastic efforts of coaches, parents & competitors for the season. Congratulations to all competitors, whether it was PB's, CQ Records or Awards, the standard of competition was outstanding. Special thanks to all the volunteers for their time, especially Meet Director Mrs Susan Brown, Chief Referee Mrs Sarah Emery, and the many clubs that took on roles over the weekend and undertook those jobs professionally and to a high standard.

Thanks & appreciation needs to be extended to the Chair of the Technical Committee, Mrs Sarah Emery, the Referee's and the many officials who ensure our meets throughout the region are conducted "within the rules" and in the spirit of competition. Without their support through the long hot summer the competition would just not happen. Thank you to those who are working on their technical qualifications, as with all sport, many more are needed so keep up the good work!

The Development Grants Program continued to support clubs undertake activities that may ordinarily be beyond their reach. Thank you to those clubs that have participated.

Our State & National swimmers showed CQ can match it with the best medalling in a range of events; these young men & women and their families should be proud of their achievements. Coaches also deserve praise as their support is integral to the swimmer's success.

The GC2018 Commonwealth Games provided opportunities for many to volunteer and share the experience that will always provide benefits beyond the event itself.

Next year will see another series of development activities in partnership with Swimming Queensland, CQ Sprints at an exciting venue, and CQ Championships as the season's culmination of all the work swimmers and coaches put in.

Finally, I would like to thank the Management Committee (and their families) for their contributions of time, energy and enthusiasm throughout the year; your efforts are appreciated by all.

Michael Borg

President

As of the 19th May 2018, the status of CQSA clubs and "Active" members in ClubLANE was:

- **38 Clubs:**
 - 30 Active (2 of which were Unfinancial for 2017-18 season)
 - 8 Inactive or Folded
- **3406 Members.** (Compared to 3565 at the 2017 AGM)

Membership by Club					
Ref	Club Name	Abbrev	Financial	Paid to	Members 19/05/2018
2636	Alpha ASC Inc	ALPHA	Yes	2018	37
2638	Barcaldine ASC Inc	BARCA	Yes	2018	153
2640	Biloela ASC Inc	BILOE	Yes	2018	163
2641	Blackall ASA Inc	BLKAL	Yes	2018	88
2642	Blackwater ASC Inc	BLKWA	Yes	2018	118
2643	Boyne Tannum SC Inc	BOYNE	Yes	2018	239
2648	CQ Aquajets SC Inc	CQAQU	Yes	2018	36
20450	Capella Crocs Amateur Swimming Assoc	CAPCR	No	2017	45
2646	Caribee ASC Inc	CARIB	Yes	2018	378
2647	Clermont Dolphins ASC Inc	CLERM	Yes	2018	94
2649	Crescent Lagoon SS ASC	CRESC	Yes	2018	27
2650	Dysart SC Inc	DYSAR	Yes	2018	71
2651	Emerald Amateur Swimming Club Inc	EMERA	Yes	2018	165
2652	Emu Park SC Inc	EMUPK	Yes	2018	117
2653	Gladstone Gladiators SC Inc	GLAD	Yes	2018	146
21104	Gladstone South SC Inc	GLASO	Yes	2018	181
2655	Gracemere SC Inc	GRMER	Yes	2018	96
2656	Longreach ASC Inc	LONGR	Yes	2018	54
9613	Middlemount Community Sports Assoc	MIDDL	Yes	2018	74
2659	Monto ASC Inc	MONTO	Yes	2018	24
2660	Moranbah Highlanders SC Inc	MORAN	Yes	2018	115
2661	Moura ASC Inc	MOURA	Yes	2018	129
2665	Rocky City ASC Inc	ROCKC	Yes	2018	189
2666	Rolleston SC Inc	ROLLE	Yes	2018	58
2667	Springsure ASC Inc	SPRSU	Yes	2018	96
2669	Theodore SS ASC	THEOD	No	2017	46
2670	Tieri ASC Inc	TIERI	Yes	2018	58
2671	Western Suburbs (Gladstone) SC Inc	WESTS	Yes	2018	244
2672	Winton Pelican SC Inc	WINTN	Yes	2018	14
2673	Yeppoon SC Inc	YEPPO	Yes	2018	151
2668	ZFOLDED SBU Saints Swim Club	SBUSA			
2527	ZINACTIVE Baralaba Swimming Club	BARAL			
2644	ZINACTIVE Calliope Catfish SC				
2645	ZINACTIVE Capricorn ASC Inc	CAPRI			
2644	ZINACTIVE Gladstone South ASC Inc	GLADS			
2662	ZINACTIVE Mount Morgan ASC Inc	MTMOR			
6281	ZINACTIVE Mt Larcom Swimming Club	MTLAR			
2663	ZINACTIVE Muttaborra ASC Inc	MUTTA			
				Total:	3406

Membership by National Member Type (NMT)				
National Member Type • 5 x NMTs for swimmers • 5 x NMTs for non-swimmers	2018 AGM Membership by NMT	% of Total Membership by NMT	2017 AGM Membership by NMT	Difference since 2017 AGM
8YO Rec Swimmer*	2	0.1%	26	-24
8YO Optus Junior Dolphin*	248	7.3%	207	41
Coach	28	0.8%	27	1
Dolphin*	761	22.3%	821	-60
Life Member	35	1.0%	33	2
Non-Swimmer	10	0.3%	14	-4
Official	45	1.3%	55	-10
Parent	1107	32.5%	1143	-36
Recreational Swimmer*	213	6.3%	190	23
Swimmer*	957	28.1%	1049	-92
Total	3406	100.0%	3565	-159
* A Swimmer NMT	2181	64.0%	2293	-112

Notes

- The Winton Pelican SC Inc, which was *Inactive* for the 2016-17 season, was *Active* for the 2017-18 season.
- A new club was formed: Gladstone South SC Inc.
Note: This is a new club and not the re-formation of the Gladstone South ASC Inc, which is still listed as INACTIVE in ClubLANE.

Record Steward's Report
2017-2018 Season



147 records were broken

By Record:

87 Best by CQ swimmer records
60 CQ Records

By Course:

72 Short course records
75 Long Course records

By Gender:

Women 35
Men 112

By Club

Rocky City 124
Caribee 20
Emu Park 3

By Swimmer:

Ty Hartwell 80
Cameron Clark 15
Emilee Burness 10

Congratulations and Good Luck for the next season!

Val Kalmikovs
Record Steward

Technical Officials Report



Chief Referee Report, CQSA AGM, June 3, 2018

The 2017-2018 season has come to a close and it was without doubt one of the biggest years in swimming in Australia in recent history. The 2018 Gold Coast Commonwealth Games were a highlight for all of us, and personally, I can't ignore my participation as a Technical Official. It was a fantastic honour and privilege to represent Central Queensland on the international stage. I look forward to bringing the skills and experiences I gained back to the region.

From an officiating point of view, 2017 saw the end of the FINA rules slated in 2013, and the new rules were delivered mid-2017. Whilst there were some small changes, I am confident that all the swimmers have embraced the changes positively. Along with those changes, we have recently seen some changes in the way that infractions are to be worded, and when the new season begins I will educate our officials on those changes. (They bring no further changes to the swimmers).

The 17-18 season saw an increase in the number of officials working regularly on deck. This is very pleasing to see. Ideally, we would like upwards of 20 officials on deck at any meet, to provide the fairest even playing field for the swimmers, but also to allow more flexibility in officials having a weekend off. Given our location and the distances we travel, we understand that this is not always achievable. But we do need to increase our numbers. The increasing number of meets on the calendar, means that we are looking at a situation where we will have a competition of some level (Regional, State or National) every weekend during the summer period. Whilst I do not expect all officials to do every meet, the introduction of two meets on a weekend also imposes a further challenge. It is a fear of mine that a failure to renegotiate the calendar leaving two meets on the same day, will lead to a situation where I simply cannot provide officials for all the meets.

So how do we combat this? We need more officials. Yes, becoming an official takes time and commitment. It is an on the job learning experience. But it can be done. We have online modules which can assist in working on the theoretical side of the equation, and we welcome any person who wants to come walk with us to learn the practical. In reality, most clubs already have people who have the experience and understanding to accredit as Marshals, Check Starters, Chief Timekeepers and just about everyone in the region could pass the timekeeping module! So; we want to push clubs this year to ensure that those people conducting those roles take the next step and become accredited. We will send the links to the online modules to the clubs in preparation for their meets, and those people can complete the online training and bring the completion certificate to their meet. We will then assess those people where required. Whether these people take any interest in taking things further is up to them, but it is a great advantage and badge of honour for clubs to be able to say that they have "x" technical officials registered in their club. (a Technical Official is anyone with more than two accreditations, General Principals plus one more). Membership is free (same as parent membership), but it looks better on the club's registrar's report at the end of the season and looks great for our region. And if in this next season we can find 4 or 5 people who are willing to take the next step and join us regularly in the yellow shirts, that will be an amazing development for the swimmers of the region. Please think about what you, or who within your club, might be interested in taking that first step.

I look forward to seeing everyone next season.

Sarah Emery.