

Draft Minutes

Orienteering Australia
ANNUAL GENERAL MEETING
3 April 2023 at 7:30pm AEST by Zoom

1. Attendance and apologies

Delegates

Juliana de Nooy (OQ)
Robyn Pallas, Gayle Quantock (ONSW)
Anna Napier (OWA)
Fi Pahor, Robin Uppill (OASA)
Susanne Harryson (OACT)
Aislinn Prendergast (OVic)
Klaas Hartmann (OTas)

Board Members

Mike Dowling (Chair)
Richard Mountstephens (Director, Finance)
Craig Steffens (Director)
Clare Hawthorne (Director, High Performance)
Troy de Haas (Director, Marketing & Communications)
Anna Sheldon (Director, Technical)
Brett Weihart (Director)
Blair Trewin (Director)

Others

Arpad Kocsik (OA General Manger)
Robert Spry (Minutes Secretary)
Fredrik Johansson (OA HP Administrator)
Natasha Key (OA Head Coach)
Paul Prudhoe
Hilary Wood
Ken Jacobson
Kathy Liley
Michael Halmy
Adam Horley
Andrea Harris
Mark Schaefer
Total attendance = 29 members

Apologies

Rob Tucker (OASA)

Certifiers

Anna Napier and Susanne Harryson were appointed to certify the Minutes of the meeting.

2. Minutes of previous OA Annual General Meeting

Motion: that the draft Minutes of the previous AGM held on 11 April 2022, be accepted. Moved Robyn Pallas, seconded Anna Napier. *Carried*

3. Business arising from these minutes (and not covered elsewhere)

Nil

4. Reports

4.1 Chair's Report (Mike Dowling)

The Chair's report is attached as Appendix 1. Mike specifically paid tribute to former Secretary Andrew Lumsden, who performed duties well beyond the Secretary's role during the periods when OA was without a General Manager. He also acknowledged the hard work by retiring Directors Richard Mountstephens and Craig Steffens.

Mike went on to inform the meeting of two recent developments, not part of his 2022 Report:

- Discussions are being held with Paul Prudhoe re the role of Project Manager for Eventor improvements, and
- Brodie Nankervis has agreed to be Project Manager for Participation Planning.

4.2 Finance Director Report (Richard Mountstephens)

Richard informed the meeting that the 2022 Annual Accounts have been audited. They show that event levy income was below expectations; there were some savings in employment costs due to the GM position not being filled for a full year; while overseas HP Team costs had increased due to the cancellation and later re-run of forest JWOC events. The final result was a nett deficit of \$41,029, which was still better than budgeted.

Other main points noted by the Finance Director included:

- OA's accounting system has been substantially revised and updated, and in particular he is confident that Sports Australia grants are being properly tracked and acquitted.
- Sport Australia regularly reviews OA's financial position; OA is rated in the "lower risk" category of NSO's.
- The Moira Whiteside Bequest is now being managed by two Committees of skilled, professionally – qualified persons.
- Like many organisations we are being impacted by increasing cost inflation.

4.3 2023 OA Budget

Outgoing Finance Director Richard Mountstephens spoke to the draft OA 2023 Budget, summarising the main driving factors.

- A planned return to a balanced budget over the next 3 years,
- A return to a full orienteering event calendar in 2023,
- Increased income from OA event levies,
- Change to a new magazine editor in Q1 2023 means some double costs.
- The draft 2023 budget shows a projected deficit just over \$32,000.

Questions and answers on the Budget:

- Finance Director explained what is included in the High Performance category.
- External costs including Eventor license and PI insurance, are included in Admin.

Motion 1. That the Chair's Report be accepted. Moved Mike Dowling, seconded Fi Pahor. *Carried.*

Motion 2: That the Finance Director's Report, incorporating the audited 2022 Annual Accounts and 2023 Budget, be accepted. Moved Richard Mountstephens, seconded Gayle Quantock. *Carried.*

5. New Financial Model - Discussion

At this point the Chair introduced a paper that has been circulated, on the Financial Relationship between OA and Member States. This paper follows on from the finance discussion above. He emphasised that it is a Discussion Paper only, to provide a starting point for discussions with members states on possible future financial relationships. It reflects a general desire by both volunteers and staff to simplify the current complex funding model for OA, which is very inefficient in terms of time and resources.

A general Q&A session followed. Issues raised by states included:

- (Vic) does 'participation' include free CATI and training activities undertaken by some states?
Answer: no.
- (SA) changes in foreign exchange rates (Eventor) and insurance costs (PI) will affect the budget estimates and therefore the costs recovered from states. As always, there is a degree of uncertainty in any budget projections.
- (NSW) ONSW favours transparency of funding models so that states and individual members can see where their money is going, e.g. Eventor and insurance. Also there is a level of trust required in states accurately reporting data such as participation numbers. Richard replied that he sends out draft calculation of contributions to States so that they can be completed and verified.

Chair Mike Dowling summarised the discussion, and noted that it is now up to the Member State Associations to respond with their feedback and guidance to the Board on a future funding model. The current intention is to have a further meeting within a couple of months.

6. Elections and appointments

Board

The Secretary, five elected directors and an appointed director will remain on the Board and do not need to seek renomination:

- Michael Dowling - Chair;
- Brett Weihart - Director;
- Troy de Haas – (Appointed) Director Marketing and Communications;
- Anna Sheldon - Director Technical;
- Clare Hawthorne - Director High Performance;

- Blair Trewin - Director; ex-officio

Three **elected director positions** are vacant. Andrew Lumsden has resigned and Richard Mountstephens (Director Finance) and Craig Steffens (Director Operations and MTBO) are stepping down. Nominations have been sought for these two positions: Director Finance, a candidate with experience with company finances and a candidate for the Director Operations with experience with management skills.

One nomination was received before the AGM. Orienteering Queensland has nominated Andrea Harris for the position of Director, MTBO. This being the only nomination for the position, Andrea is elected under the provisions of the Constitution. **Motion:** to confirm the election of Andrea Harris as a Director. Moved: Juliana de Nooy, Seconded: Aislinn Prendergast. *Carried.*

The Chair called for nominations from the State delegates. No nominations were received. Therefore the Board will seek to appoint suitable candidates for the two vacant positions. Also, the Board has indicated that it will consider the appointment of a Bookkeeper to reduce the workload of the Finance Director.

Standing Committee Chairpersons

Chairs of the three Standing Committees are continuing, and were re-endorsed:

- Events – Greg Hawthorne
- Mapping – Neil Barr
- Technical – Blair Trewin.

Chair of the Foot O selection panel is Fredrik Johansson.

7. Transitioning OA to a company – progress report by GM Arpad Kocsik

In November 2022 the final wording of the constitution was approved. Changes in the composition of the Board required additional amendments to the company extract that were carried out. The lodgement of 'Form 202' to register OA as a company limited by guarantee requires professional support. Discussions with a suitable legal company who have worked for OA before, are under way.

8. Activity Plan

Mike Dowling presented the updated OA Activity Plan. It is largely for information, outlining the work that OA plans to undertake in 2023. He asked for any comments or questions.

8.1 Robyn Pallas stated that in ONSW's experience (for 2024 AUS Champs), the application process for the Moira Whiteside Bequest was complex and time-consuming, also there was a lack of feedback on the submission process. Mike Dowling agreed that these comments will be passed on to the Bequest Grants Committee. The Board aims to endorse the Committee's recommendations for 2024 grants at its meeting in May 2023.

8.2 A related question as to whether the discussions with 'Living it Live' re event presentations had advanced. Mike responded that the Board has discussed the concept but failed to reach a decision; it will be an Agenda item for a future meeting.

8.3 Fi Pahor asked about the Board's view on Trail-O, which is an item in the 2023 Activity Plan. Mike responded that the IOF has been reviewing the role and status of Trail-O, and that OA needs to follow up with OACT during this year on an assessment of the Trail-O project they undertook.

9. General Business

9.1 **OA Annual Awards.** OA is pleased to announce the following awards, as recommended by the OA Awards Committee:

Hall of Fame inductees: Athlete Division- Tracy Marsh. General Division - Nick Dent, and Don Young.

2022 Athlete of the Year: Aston Key

Other Awards will be announced at the presentation on Day 2 of the coming Easter 3-Days.

Chair Mike Dowling congratulated the award recipients, and also acknowledged the great work undertaken by David Hogg as Manager OA Awards and the Awards Committee.

9.2 **NOL Schedule 2024.** The National Orienteering League Schedule for 2024 has been confirmed, and the details will be announced shortly.

Meeting ended: 9:20 pm. In closing, Chair Mike Dowling thanked all attendees for their interest and noted that the Board always welcomes feedback and comment by any State Association or individual member, on any orienteering matter.

Minutes prepared by Robert Spry, 16 April 2023