

DRAFT MINUTES

2021 ANNUAL GENERAL MEETING OF ORIENTEERING AUSTRALIA INC

3PM, SUNDAY, 4 APRIL 2021

MOLONG CENTRAL SCHOOL

1. Attendance and Apologies

Attendance

Orienteering Australia:

Existing Board: Bruce Bowen (Finance Director), Jenny Casanova (Technical Director), Bill Jones (Director at Large), Blair Trewin (President)

Executive Officer: Paul Prudhoe

Newly nominated directors: Clare Hawthorne, Andrew Lumsden

Orienteering ACT: Ann Scown, John Scown

Orienteering NSW: Brian Cleland, Mary Jane Mahony, Robyn Pallas, Robert Spry

Orienteering Queensland: Felicity Crosato, Juliana De Nooy

Orienteering SA: Rob Tucker

Orienteering Tasmania: Sally Wayte, Greg Hawthorne

Orienteering Victoria: Carl Dalheim

MTBO: Kathy Liley

Apologies

Carol Brownlie (Orienteering WA), Richard Mountstephens & Craig Steffens (nominated as Directors)

2. Minutes of previous General Meetings

The Minutes of the **2020 Annual General Meeting** (16 April 2020) and the 22 February 2021 [Special General Meeting](#) be accepted – moved Carl Dalheim, seconded Sally Wayte. Motion carried.

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

The meeting agreed there was no business arising.

4. Reports

Annual Report

Blair Trewin noted that Mike Dowling is working on the Annual Report and it will come out in due course.

Blair summarised the past 12 months. He is very proud of how orienteering in Australia coped with the challenges of the pandemic. Good governance at the State and National level meant that orienteering events proceeded when they could, in line with Government COVID requirements, and that the sport's financial position remains sound. In particular, Blair thanked the States for promptly agreeing to reschedule National events – it took less than 24 hours to reschedule Easter 2020 and subsequent flow on events.

Orienteering in Australia built infrastructure during 2020 - eg virtual permanent courses. At OA level, Sport Australia funding has been used to rework the Sporting Schools primary school curriculum and to develop a new Sporting Schools high school curriculum. The coaching accreditation curriculum is also being revised.

COVID-19 resulted in no national team participation in international events. This was particularly unfortunate for the juniors who missed out on attending JWOC. Blair noted orienteers are very enthusiastic about the return to orienteering and that the flow through of juniors into M21E was good this Easter – with eight M20's from 2020 stepping up to 21E. He hoped the sport will return to normality domestically and trans-Tasman in 2021.

Finally, Blair thanked the remainder of the Board and officers for their efforts, especially those stepping down from roles (Bruce Bowen, Steve Craig, Prue Dobbin, Ian Prosser, Paul Prudhoe and Jim Russell). He welcomed the new High Performance officers Natasha Key (Head Coach) and Fredrik Johansson (Manager High Performance Administration).

Annual financial report and accounts

Bruce noted the [audited financial statements for 2020](#) were distributed late last week together with his AGM Financial Report.

Bruce summarised his [written report](#). OA's financial position at end 2020 was much better than expected with a surplus of \$80K. A number of one-off factors contributed to this.

- JobKeeper paid OA's three employees for nine months (it paid some employees more than usual).
- There was no PAYG tax.
- The Commonwealth gave OA \$20K for keeping staff on the payroll.
- Because OA is headquartered in Sydney, Paul Prudhoe secured a \$10K NSW Government grant.
- There were no overseas team expenses.
- OA did not need to contribute to the cost of sending Mike Dowling to IOF Council meetings.
- COVID slowed down expenditure on some Sport Australia grants; expenditure was limited to \$54K compared to receipts of \$100K.

On the down side, the loss of the Australian 3-Days and Championships contributed to reduced levy income (\$32K) and the Board decided to reduce the State Registration Fee by 25% (\$23K).

OA's net assets at 31 December 2020 were \$327K and cash at bank was \$463K. Of this cash amount a considerable amount relates to specific grants and donations and can only be spent under the relevant terms and conditions:

- \$170K in Sports Australia grants;
- \$31K in Australian Sport Foundation donations;
- \$14K from the Moira Whiteside bequest.

Bruce noted that OA's financial situation in 2021 is uncertain. For example, we do not know what Australian teams will go overseas. He is about to send invoices to States for Eventor – Paul and the Eventor Working Group has negotiated a new 1 year contract with SOFT (Swedish orienteering federation) with the aim of receiving better service. Sports Australia has paid OA \$6K for Eventor.

The audited financial statements for 2020 be accepted – Moved: Bruce Bowen, Seconded: Robyn Pallas. Motion carried.

5. Development of a standard membership structure

Blair gave some background to the history of this project. At the 2020 OA Conference, there was no support for members to join OA, rather than States. Conference agreed that there should be a common set of membership categories.

At the February Special General Meeting a [paper](#) was presented discussing issues. It gave two options to harmonise on – one with family memberships, one without. The paper outlined a series of details that will need alignment.

Blair sought in principal agreement from the AGM on some major issues. There are also a range of smaller issues to harmonise, eg expiry of non-renewed membership, definition of a family, how to handle State Government sport participation vouchers.

Bruce noted two main reasons to harmonise the membership structure. First, equity between states – as some OA funding is split between states based on membership numbers. Second, to simplify statistics and their analysis.

The AGM agreed that:

- *family memberships should be used; and*
- *in principal, to agree on an alignment of definitions.*

6. Transitioning OA to a company – progress report

This has been a lengthy process and was undertaken to fulfil Sport Australia requirements and to move OA to a corporate structure more appropriate for a national sporting organisation.

To effect the transition, OA needs to deregister as an incorporated association with the ACT Government and to register as a company with the Australian Securities and Investments Commission (ASIC). At the moment, OA is operating as if it is a company.

Blair outlined some key differences in OA's operations under its proposed company **constitution**. Committees under the company structure will be determined by the Board, not General Meetings. Under the company structure, there will be a MTBO and an Athletes' Commission. Both of these will be represented at the OA AGM. Both Commissions will need to determine how they want to operate.

7. Future of the Australian Orienteer and OA Communications

A [paper](#) was circulated to the Special General Meeting outlining three options:

- a) maintain the status quo;
- b) retain a quarterly magazine, but electronic only;
- c) cease the magazine and strengthen the monthly e-Bulletin.

Options b) and c) will save approximately \$10K per year (including an assumption that electronic communications do not attract advertising). Most of the costs of producing the magazine are fixed costs (editing and graphic design); OA splits these costs between states based on membership. The variable costs (mostly printing) are split between states per person receiving the magazine.

The Board believes roughly half of members want to continue with a hard copy magazine.

State delegates suggested and agreed that OA should survey members.

8. Reviewing and updating the OA Strategic Plan**9. Updating the OA Risk Register**

Blair noted that both of these will need to be updated this year.

10. Elections and appointments

Under the new constitution, there are seven directors and the Board decides on which position each director will fill. Any Australian who is an International Orienteering Federation Council member has an ex officio position on the OA Board (Mike Dowling is currently IOF Vice President). The Board can also co-opt up to two directors. The constitution provides for 3-year terms for directors, with a third of directors coming up for election each year.

Bruce and Blair have both reached the new 9-year constitutional limit on board terms. Steve Craig withdrew his nomination for re-election.

OA received nominations prior to the meeting from five people: Jenny Casanova, Clare Hawthorne, Bill Jones, Andrew Lumsden and Craig Steffens. Richard Mountstephens was nominated from the floor.

As a transitional measure, the directors' terms will have different expiry dates. These are:

2022 - Jenny Casanova, Bill Jones.

2023 – Craig Steffens, vacant.

2024 - Clare Hawthorne, Andrew Lumsden and Richard Mountstephens.

Mike Dowling will chair the next meeting of the Board.

The delegates gave a hearty thank you to the retiring directors and Executive Officer.

11. Other business

Orienteering Victoria, supported by Orienteering NSW, encouraged OA to reinvigorate its Development and Participation capabilities. Both would support OA in this.

Ann Scown suggested that any surveys be set up to allow more than one response from a single email address.

The meeting closed at 4.15pm