Annual General Meeting Minutes

1. Meeting Details

Date	1 November 2025
Time	Start Time – 12:10pm End Time – 1:25pm
Venue	Whiteman Park Equestrian Grounds, Gnangara Road, Whiteman WA
Chairperson	Emily Green
Minute Taker	Emma Harris

2. Attendance

- Present: see appendix 1
- Apologies: see appendix 1

3. Agenda Items

1. Welcome and Opening
2. Confirm Quorum is present
    - Required
        - President (Emily G) & Vice President (Kirsty) and
        - 8 financial members (see appendix 1)
3. Summary of 2024 AGM minutes (appendix 2) and motion to confirm.
    - Moved by: Sarah Bracegirdle
    - Seconded by: Kellie Fawcett
    - Outcome: Approved
4. Matters Arising from Previous Minutes
5. President's Report – see appendix 3
    - Moved by: Emma Harris
    - Seconded by: Kirsty Soulsby
    - Outcome: Approved
6. Treasurer's Report – see appendix 4
    - Moved by: Sarah Bracegirdle
    - Seconded by: Emily Green
    - Outcome: Approved
7. Other Reports (if any, e.g., Secretary, Committees)
8. All officer Bearer Position Declared Vacant
9. Election of Office Bearers
    - Details of nominations, voting process, and election results.
10. Position: Nominees and elected person
11. General Business
12. Other matters raised by members
13. Next AGM
    - 12 pm 7 November 2026, Whiteman Equestrian Grounds.
14. Meeting Close

Annual General Meeting Minutes

4. Matters arising from previous minutes

Concerns were raised at the 2024 AGM regarding the arena surfaces. Horseman's Pony Club are still in the process of receiving quotes and applying for funding for the resurfacing of arenas 2 and 4. This will likely be ongoing during 2026.

Concerns over jumping in arena 2 given how hard the ground is and holes in the surface.

2026 Committee may need to assist Horseman's PC to obtain further funding.

8. Office Bearer Positions

All positions are now declared vacant, and we are asking for nominations for the 2026 Committee for the below positions.

Please note that these are all committee positions and you will be required to attend at least 2 committee meetings during the year (in person, via phone or video call). You may also be required to vote on committee decisions (generally at meetings or via Facebook poll).

First 2026 Committee Meeting 24th January 2026 12pm

President

Nominations – Kiera Cotter

Award by vote or default - Default

2026 President – Kiera Cotter

Vice President

Nominations – Emily Pagan

Award by vote or default - Default

2026 Vice President -Emily Pagan

Secretary

Nominations – Emily Pagan, Mahri Grant

Award by vote or default – Default (as Emily was nominated as VP)

2026 Secretary – Mahri Grant

Treasurer

Nominations – Emma Harris

Award by vote or default - Default

2026 Treasurer – Emma Harris

Wanneroo Adult Equestrian Club

Annual General Meeting Minutes

Rally Coordinator

Note: This can be a supporting role to Emily P

Nominations – Emily Pagan

Award by vote or default - Default

2026 Rally Coordinator – Emily Pagan

Website Coordinator

Nominations – Abi Clemens

Award by vote or default

2026 Website Coordinator – Abi Clemens

Uniform Coordinator

Note: this role is generally only busy at the first rally and then around may when we do a uniform order

Nominations – Kelly Fawcett

Award by vote or default - Default

2026 Uniform Coordinator – Kelly Fawcett

Event Coordinator

Nominations – Caro Moser

Award by vote or default - Default

2026 Event Coordinator – Caro Moser

Lunch Coordinator (3 positions)

Note: this role is best split over 3-4 people each member only has to do 2-3 rallies. Which rally each person does is to be decided amongst yourselves

Nominations – Keerie Reily, Gail Carmody, Emily Green

Award by vote or default - Default

2026 Lunch Coordinators - Keerie Reily, Gail Carmody, Emily Green

ARCA Representative

Note: needs to be able to attend the majority of committee meetings

Nominations – Emma Harris & Emily Pagan

Award by vote or default - Default

2026 ARCA Rep – Emma Harris & Emily Pagan

Annual General Meeting Minutes

Social Coordinator

Nominations – Sarah Bracegirdle

Award by vote or default - Default

2026 Social Coordinator – Sarah Bracegirdle

Committee Nominations received prior to the AGM

Emily Pagan – Secretary
Emma Harris – Treasurer
Abi Clemens- Website Coordinator
Caro Moser – Event Coordinator
Gail Carmody - Lunch Coordinator
Kerrie Reely – Lunch Coordinator

12. General Business

1. Special General Meeting first rally 2026 to renew the constitution
2. Coach suggestions (question to be added to member survey)
    a. Emma Crinty
3. Some members didn't like 2025 rally format with no lunch, felt like they didn't get to know other members
4. Busy Bee to become a regular thing
5. Members not sure if they want to join next year, lack of social aspect, frustration over forcefulness of helper duty completion. Wasn't a fun environment
6. Frustration of similar lesson types being offered at the same time, i.e in hand and walk trot or walk trot and poles classes or immediately after each other so riders can only do 1 lesson
7. Member preference for Anita for every rally, second coach the same for every rally and 3 coach the guest that changes. Members feel they are lacking consistence through the year in their lessons and/or not able to get the lessons they would like
8. 8am start for helper duties is a bit early for some through winter, this might be resolved if rally format is changed
9. Interest in February rally being a sign-up day/get to know everyone with 1 lesson each rather than full rally format
    a. To consider Lesson scheduled at 9 & 10, lunch 11-12 and afternoon lessons 12 & 1 (possible a 2pm if enough members)
10. Pack up after doing the last lesson is difficult for those riding in the last lesson so consider if we can have jumps in arena 1 and ground work/ poles in arena 3 where poles can be left to the side to limit pack away duties and have the jump ring finish earlier to pack away after lunch. potentially have jump classes morning and poles afternoon so some wings and poles could be packed away during the lunch break if going back to that

format. Have previously had complaints about members not being able to socialise when doing this helper duty.

11. Members survey to go out soon
12. Gail – expressed appreciation of behalf of club for the work the committee has done, she has had a good year.

4. Actions

Action/Decision	Responsible Person	Due Date
2025 AGM meeting minutes to be posted	Emma Harris	3 November 2025
2026 Memberships to go live on Nominate	Emily Pagan	10 November 2025
Member Survey to go out	Emma Harris/Emily Pagan	10 November 2025
Book coaches for next year	Emily Pagan	31 December 2025
Office Bear handovers	2026 Committee	31 January 2026
Decide 2026 Rally Format	2025 Committee	31 January 2026
Final updates to policy book	Committee	15 January 2026
Print policy book for club rooms	Emma Harris	7 February 2026
Update Calendars and Schedules to put on club cupboards	Emma Harris	7 February 2026

5. Sign Off

Chairperson's Signature	Green
Date	1 November 2025
Minute Taker's Signature	eskye
Date	1 November 2025

Wanneroo Adult Equestrian Club

Appendix 1

End of Year Annual General Meeting

1 November 2025

Name	Signature
Emily Green (President)	
Kirsty Soulsby (Vice President)	
Emma Harris (Treasurer)	
Keira Cotter	
Kerrie Reely	
Kiara Clinton	
Meagan Taylor	
Katie George	
Nicole Romanczuk	
Gail Carmody	
Lisa Martin	
Charis Neuman	
Tracey Simpson-Jones	
Kayla Jarratt	
Sarah Bracegirdle	
Jay De Vree	
Talia De Vree	
Su Lamb	
Mhari Grant	
Sandra Zenich	
Kelli Fawcett	
Kelly May	
Olivia Anders	

Apologies:

Emily Pagan (Secretary)
Caro Moser
Natalie Bruyns
Kiara Tomlinson
Ebony Schoonens
Helen Kotzem
Abi Clemens
Erin Furlonger
Kristy Whitehead
Sue Manning
Julie Shields
Cassie Rogers

Appendix 2

Wanneroo Adult Equestrian Club Inc.
rallycoordinator@hotmail.com
Whiteman Equestrian Park - Gnangara Road, Whiteman, WA.

Minutes of *Wanneroo Adult Equestrian Club Inc* AGM held Saturday 2nd November 2024, at Whiteman Equestrian Park, Whiteman.

Meeting Opened: 12:22pm

Meeting Chair: Erin Furlonger

Present: Lisa Martin, Emily Green, Emily Pagen, Erin Furlonger, Beth Kocsis, Emma Harris, Kerrie Reely, Caro Moser, Megan Taylor, Ebony Schoonens, Dani Callaghan, Hayley Butler, Jenni Callaghan, Kirsty Soulsby, Sue Manning, Abi Clemens, Sarah Bracegirdle, Helen Kotzem, Kiara Clinton, Kristy Whitehead

Apologies: None

Presidents Report: Beth Kocsis

"Welcome everyone to our AGM and final rally for the year, thank you all for making it.

Great to see many new faces this year

We've has a great number of new members this year which is fantastic, memberships are what allow our club to continue to run so thankyou to everyone who came along to the rallies throughout the year.

Recently you would have seen a survey that Emily put on our members page that people could fill out anonymously – the majority of the comments were really positive which is great, one of the things that we had lots of feedback on was the lack of in house shows that were held, it was unusual for us as a club to not hold any shows, we did have one organised though it had to be cancelled last minute due to really low entry numbers.

I think due to other shows available at the time and running quite close to the dates around our show that is became un-feasible to run – moving forward we'll definitely be hosting more in house shows and I know we have had talks of quite likely hosting one of the ARCA challenges here next year. These shows are always a huge turnout so that would be a great benefit to the club.

This year we had a nice mixture of coaches who were all able to bring something different to our rallies, there was a lot of positive feedback in the variety of groundwork and in hand classes that were available. Some feedback we received was that there were not enough of these classes, as we get a better idea of demographics and numbers the we have now that prefer or want more of these classes so that's definitely something we can add onto in the new year.

We discussed making some changes to the way that our rallies will run next year and any feedback positive or not would be greatly appreciated. We'd like to trail run the rallies a bit shorter more

condensed so that we can be done and packed up a bit earlier, we know on weekends people can have other commitments to get to and a 3pm pack up can tend to drag on.

This means we'd like to start a bit earlier, I know that first classes usually start at 9am so we'd think of offering classes to start at 8am, and have up to 4 coaches on in a day. It is more condensed this way but it would be a bit more of an all on board approach to end the day. If lunch remains at 12pm and we're all packed up and finished by 1pm. This giving people more time in there afternoon to get home and for the committee to have more people hang around to then just help out with closing and pack up – we can have the first rally of the 2025 season as a say trial run and get some feedback on that and go from there.

As mentioned, thanks to you all our club is able to run, I hope everyone enjoyed the year especially our new members we appreciate you all, don't forget to put the name out there and if you have any friends that you think might want to join I'd encourage them to come along."

Carried – Sarah Bracegirdle

Financial Report:

Financial Report shared by Emma Harris (Financial Report to be Distributed Separately)

Carried – Emily Green

Nominations for Committee:

Outgoing:

- President: Beth Kocsis
- Vice President: Emily Pagen
- Treasurer: Emma Harris
- Secretary: Erin Furlonger
- General Committee: Dani Callaghan, Jenni Callaghan, Ebony Schoonens

Incoming:

- President: Emily Green
- Vice President: Kirsty Soulsby
- Treasurer: Emma Harris
- Secretary: Emily Pagen
- General Committee: Erin Furlonger, Ebony Schoonens, Sue Manning, Jenni Callaghan

General Business:

ARCA Challenge:

- WAECI intends to come forward to run an ARCA challenge for 2025
- Preliminary discussions have been conducted around working with Horsemans pony club to run the ARCA challenge off the back of Horsemans Arena Eventing, reducing set up pressure on the club.
- If WAECI were to run an Arena Eventing ARCA challenge it would be conducted across 2 days, also considering Working Hunter or Showman's as potential events.

Training Days:

- Members expressed interest in having access to some training days over the course of the year
- Potential to open up to pony club rider was discussed but some expressed concern about riding with pony club and if the atmosphere may be to much for some of our more nervous horses/riders.
- A closed members weekend clinic we proposed and received positive feedback, to be conducted as a 2 day event with a camp out on the Sat night at the club grounds.

Horseman's Grounds:

- Arena surfaces identified as a concern, has been highlighted that Horsemans Pony Club are aware and are actively looking at resurfacing the arenas with proposal submitted to the government.
- Members identified access to and ability to use equipment that can support in resurfacing activities
- WAECI to work with Horseman's to understand how support can be provided to assist in the resurfacing

ARCA AGM

- ARCA AGM to be held on the 22nd Nov, WAECI shared that a WAECI representative at the event would be well received. Emily Green nominated but may be unable to attend, Caro Moser has offered to attend in her stead if required

Horseman's Adult Riders

- Horseman's Adult Riders have approached WAECI with a proposal to allow riders from WAECI to attend Horseman's rallies without payment of a day membership fee and vice versa. With members of the club having first option on rally classes and any classes remaining then being opened to members of the other club.
- Concerns raised that this would benefit Horseman's more than WAECI members due to Horseman's rallies being run on a Friday and the majority of our membership having work commitments on a Friday preventing them from attending.

Meeting Closed: 1:10pm

Appendix 3

AGM Format – 2025

Open meeting 12noon

Member name list to be circulated signed by all members/committee present

Check Quorum – minimum of 8 financial members including President and VP

Motion minutes from AGM 2024

President Report

Welcome to 2025 AGM

I hope you all enjoyed our fun activity this morning. Thank you for coming along.

Thank you for joining our club this year, whether you were a returning member or new to the club its been great to see new faces and meet your beautiful unicorns.

Without memberships the club can't run so you are all an important part of the club – thank you.

Events / Fundraisers

We kicked off the year with a Show Jump Twilight training day, this went really well and we opened up entries to pony club riders under 18, this helped bump up entries and money for the club. Special thanks to everyone who helped organise the event and gave up their time to do helper duties. Total raised $977.08

The next event in June was Arena eventing where we joined forces with Horseman's pony club offering entries to pony club member, Adult rider members and open classes. We had a total of 33 adult riders participating and our total profit was $970.14

We offered heights from poles to 35cm, 45cm, 65cm 70cm 80. We had a great response to sponsors for our classes covering them all with thanks from WA Floats, Perth Garage Doors, Wanneroo Stock Feeders and RM

Smiths – thank you to our sponsors who covered the costs of the Rosettes, prizes and saddle pads for first place winners.

The final event for the year was another combined SJ event with Horsemans PC, in total 160 rounds, I wasn't able to attend this event but I heard that the PC girls and boys just couldn't keep their butts in the saddle and it turned out to be a long day! However we have held two really successful events by joining forces with PC. Total profit for our club was $688.55

Thank you to everyone who worked so hard organising in the background, completing helper duties setting up and on the day, we can't run events without helpers and volunteers so thank you so much.

Rallies 2025

This year we changed the format of the rallies following a proposal from the committee from 2024, the condensed rallies providing a shorter day for all of us with lessons running straight through and drinks and snacks available to members help themselves to between lessons. This format also removed the previous lunch cost (more carrots for your unicorns)

Feedback from talking to members was positive in that it meant they could get home not too late in the day, some feedback received was that it reduced the social aspects we had seen previously. Overall was a positive change.

We had a nice mix of coaches throughout the year providing all kinds of disciplines from poles, grids, Jumping, XC, dressage, in hand poles, in hand show horse, heaps of flatwork ridden and in-hand, private lessons, spook busters & horsemanship. The committee are always open to suggestions for lesson themes and we encourage you to put your ideas forward.

I would like to curse the weather this Autumn and Winter… having one of the wettest in WA for a while we certainly copped this on quite a few rallies this year, although unfortunate …some of your crazy girls were out there braving the sideways rain and gale force winds! Good on you true club spirit.

Helper duties – this is always a difficult topic and causes quite a few rifts each year. Being part of the club is members commitment to doing their helper duties at rally, and helping the club at events, without this help we can function. So thank you to all the super star helpers this year and for those who still came down to do their helper even when their horse would not go on the float or suffered an illness or injury.

Busy Bee

We ran a busy bee this year to get the grounds ready for the Arena Eventing. On the day it the most shocking weather, despite this many of you turned up as promised and we rolled our sleeves up and got stuck in, honkey nuts and pig face … I think I dreamt about pigface for weeks after…. Special thanks to Emma Harris who brought her tractor down on her own and got stuck in and to Meaghan and family who brought their bob cat down for the day, without all this help we would never have been ready in time for the event. We have some thank you gifts later…

ARCA Challenges

Congratulations to all members who participated in the challenges, our best turned out team at the Autumn Hacking Challenge won a second place well done all.

It was also great too see many of you taking part in the hacking… lots of blue shirts and lots of ribbons won. Well done ladies.

We didn't get much coverage for the Winter and Spring challenges with only one member taking part in each. Well done to me and Emma and also big thanks to Sarah BC who was my wingmate at Northam woo hoo.

I would really encourage you all to have a go at one challenge in 2026, its lots of fun and really lovely people from all the other clubs.

Social

We need to get better at this, we did kick off the year with a meal at leapfrogs with a really good turnout. We did try to run a camp out but weather was causing havoc and the numbers bit too low … and no one really wanting to camp in such wet conditions.

I am sure the 2026 committee can improve and manage maybe 2 or 3 next year.

Welfare of Horses

What I love the most about the club is how healthy and well cared for all the horses are, they all look amazing so credit to you all. In particular the members who have off the track horses, the love, time and money you give is amazing. Its also a tough journey as many come from racing with illnesses, injuries that require kind and compassionate care. Such kindness is very admirable.

A special thank you also to all the lovely ladies who take the beautiful photos and post them on the members page, Sue Manning, Kirsty Soulsby, Lisa Martin, Ebony Schonens and Erin Furlonger.

Again thank you to everyone for all your support, laughs and fun throughout the year… I have had a ball on the Fantastic Fanta.

End of speech

Speech carried by member

Financial Report

Financial report carried by member

Nominations for 2026 committee

All positions on the committee are now declared vacant

Outgoing

President
Vice President
Secretary
Treasurer
General

Incoming

President
Vice President

Secretary

Treasurer

General

General Business

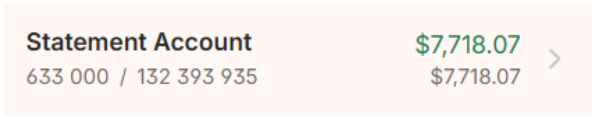
Appendix 4

2025 End of year Treasurer Report

AGM 1 November 2025

Profit and Loss 1 January 2025 – 1 November 2025				
		2025	2024	Movement
Income	Membership fees	11,012	11,234	- 212
	Ground Fees Received	3,597	3,855	- 1258
	Sponsorship	-	1,000	- 1,000
	SJ Training Day	977	0	977
	Arena Eventing	970	0	970
	SJ Competition	689	0	689
		17,286	**16,089**	**1,196**
Expenses	Rally Lunches	-667	-844	177
	Coaches Fees	- 8,320	-8,745	425
	Grounds Rent	- 4,000	-4,000	0
	Insurance	- 1,390	-1,936	546
	ARCA Affiliation	- 155	-170	15
	EWA Affiliation	- 273	-264	- 9
	Uniforms	- 96	-385	289
	Fire and Ice fees	-	-88	88
	Event Subsidies	- 20	70	50
	Website	- 1,182	-24	-1,158
	End of year Club awards	- 567	-371	-157
		- 16,670	**- 16,898**	**267**
	Profit/(Loss)	**616**	**- 808**	**1,463**

Bank Balance at 1 November 2025:



Petty Cash: $378.85

Presented by: *Emma Harris at the end of year AGM 1 November 2025*

Accepted by: Sarah Bracegirdle and Emily Green

Wanneroo Adult Equestrian Club

2025 End of year Treasurer Report

AGM 1 November 2025

Bank Account

Opening Balance at 1 January 2025 - $7102.11

Variance to closing balance presented at the 2024 AGM of $421.

This relates to the below that was reimbursed after the AGM

- $234.15 for the AGM and end of year Rally expenses, food trophies ect
- $92.90 End of year prizes
- $70 subsidies for the William Mathews Master class
- $23.95 Website Renewal

Closing Balance at 1 November 2025 - $7,718.07 *(website renewal is expected late November of $23.95)*

Revenue
Total revenue for the year of $17,285.98

Our largest source of income is membership fees

- 22 Full members (1 less than 20024)
- 15 Associate members (2 more than 2024)

Expenses
Total expenses for the year $16,670

Our largest expenses are rent for the grounds and coach fees.

Liabilities
The Club has no material liabilities and is in a sound financial position.

Net operating Result
Our net position for the year is a profit of $615.96

In 2024 we ran at a loss and in 2025 we made a profit of $615.96, this includes $2635 of income from the events we hosted during the year. Our profit position is primarily due to the show jumping judge not charging any fees.

I have put together a forecast for the 2026 year and based on this I have recommended an increase to the membership fees in 2026.

The committee has discussed increasing memberships to $450 for full membership and $320 for associate members. This is the full price prior to the application of the helper duty discount. Details will be released in December on nominate and in the Club Policies and Information Pack.

The current committee has discussed the events that will likely be held in 2026, assuming these events are held and similar profits are made it is unlikely a further fee increase will be necessary in 2027.

Presented by: *Emma Harris at the end of year AGM 1 November 2025*

Accepted by: Sarah Bracegirdle and Emily Green

Wanneroo Adult Equestrian Club

2025 End of year Treasurer Report

AGM 1 November 2025

2026 Forecast of income and expenses

Forecast Profit and Loss 1 January 2024 - 31 December 2025				
		31 December 2026 Forecast	as at 1 November 2025	2024 Actual
Income	Membership fees	11,092.75	11,012.75	11234.39
	Ground Fees Received	3,637.46	3,637.46	3855.27
	ConsMin Sponsorship	0	-	1000
	SJ Training Day	977.08	977.08	0
	Arena Eventing	970.14	970.14	-
	SJ comp Income	400	688.55	
		17,077.43	**17,285.98**	**16,089.66**
Expenses	Rally Lunches	-666.99	-666.99	-844.6
	Coaches Fees	-9,760.00	-8,320.00	-8745
	Grounds Rent	-4,000.00	-4,000.00	-4000
	Insurance	-1,589.84	-1,389.84	-1936
	ARCA Affiliation	-247.50	-155.00	-170
	EWA Affiliation	-273.00	-273.00	-264
	Uniforms		-96.12	-385.41
	Fire and Ice fees	0	-	-88.09
	Event Subsidies	0	-20.00	-70
	Website	-23.95	-1,182.20	-23.95
	End of year Club awards	-250.00	-566.87	-370.8
		-16,811.28	**-16,670.02**	**-16,897.85**
	Profit/(Loss)	**$266.15**	**$615.96**	**($808.19)**

I have estimated next year's income/expenses, assuming the following:

1. Ground fees received & lunch expenses remain the same
2. We lose 2 full members
3. We run a SJ training day, arena eventing and second comp with roughly the same profit, have assumed $400 profit for the SJ competition as it is unlikely we would not have to pay a judge again
4. Coaches' fees are the same plus 2 extra lessons each rally, in theory if we fill these lessons the ground fees we receive should increase slightly. The extra lessons are groundwork/walk trot as

Presented by: *Emma Harris at the end of year AGM 1 November 2025*

Accepted by: Sarah Bracegirdle and Emily Green

that's where most of the complaints were of people missing out. (*Note: unsure if this is feasible as it will be an additional coach or coaches staying later which will mess with pack up time. Also as many complaints as there were the lessons were never full due to no shows, the maximum number or entries for a rally was 26)*

5. Insurance goes up $200 (will likely be more if we do a challenge)
6. ARCA affiliation goes up $2.5 for each rider (this was discussed at the ARCA committee meeting)
7. Memberships increase $35 for full members & $8 for Associate's after 10% discount
    - 7.1. Full membership in 2026 $450 or $405 with the helper duty 10% discount (increase of $35 or 9.5% on the 2025 early bird fee)
    - 7.2. Associate membership in 2026 $320 or $288 after 10% discount (increase of $8 or 2.9% on the 2025 fee, not sure if this is enough, I feel the percentage of increase should be at least half of the full membership i.e $330 and $297 after discount)
8. We don't purchase any new equipment eg poles, pole raisers, cones
9. All other income and expenses stay similar to 2025

Based on the above we would make a profit of about $266. I am not sure if this is enough as we may lose more members than used in the above calculation due to issues with getting lessons this year. It is also unreasonable to assume we will not buy any new equipment. Although I do believe we would make a larger profit if we ran the arena eventing over 2 days which is Horseman PC's plan for 2026.

If we were to host a challenge we should make a significant profit, a rough estimate would be

- $50 per entry, estimate 100 entries = $5000 (most challenges get between 100 and 120 entries)
- $10 for a stable, half of riders pick a stable = $250
- Canteen $750

Total profit for a challenge estimated at $6,000

The above excludes ground fee as that gets passed on to horseman's and ambulance as ARCA contributes to that or it may not be necessary.

Additional Treasurer Notes

1. Memberships – you should all receive an email today with instructions on how to renew. Please note the annual fees have gone up and nominate is charging a 5.5% processing fee so we have

Presented by: *Emma Harris at the end of year AGM 1 November 2025*

Accepted by: Sarah Bracegirdle and Emily Green

unfortunately had to pass on 2.5% of that to members. We will also be introducing the option to pay your membership fees via direct deposit to minimise fees.

2. Melissa Jarvis joined as a new member at the beginning of September. She chose the $100 payment plan on nominate. I emailed her and explained it was an error on nominates behalf and we only had 2 rallies left and gave her the option to attend the September and October rallies as a 'guest'. Which meant paying the guest fee for each of $80. The total being $160 (including ground fee & lunch). As she had already paid the $100 for the membership and $15 ground fee for the September rally she would only need to pay the balance of $45 before the October rally. ($15 when she entered the rally and $30 via bank transfer) or paying the balance of the associate membership. She said she would attend the rallies as a guest and transferred the $30.

    a. I was expecting her to attend the October rally but she did not, so technically we owe her $50, I will contact her again early next year and we can offer a $50 discount on next year's membership if the committee agrees.

3. I recently read the club constitution and noted several items that need to be updated. I recommend the 2026 committee review and update the constitution as soon as possible.

4. When reading the constitution, I noted that it requires the accounts to be audited each year, I was unaware of the yearly requirement until recently. I am unsure when this was last done and recommend we get the accounts audited or have the members vote on if they are happy to not have the 2025 accounts audited. If we wish to have to accounts audited we will likely need to pay to have this done which has not been factored into the 2026 forecast. I would suggest updating this section of the constitution to

    **have the accounts audited every 2 years, unless the Treasurer is a member of a professional accounting body, in this case the accounts can be audited once every 3 years*.*

    With the audit every 2 years covering the prior 2 years of accounts and the audit every 3 years covering the 3rd year of accounts and brief review of the first 2 years to ensure the same methodology is used.

    a. I may know someone that will audit the accounts (a Chartered Accountant or Certified Public Accountant), I don't know what the fee would be and there may be a perceived conflict of interest as it would be someone I have an existing relationship with. If the club wishes I can look into this.

END OF REPORT

Presented by: *Emma Harris at the end of year AGM 1 November 2025*

Accepted by: Sarah Bracegirdle and Emily Green