



MINUTES OF THE ANNUAL GENERAL MEETING OF PARKES TOUCH ASSOCIATION INC.



Monday 13 May 2024 at 1800
Parkes Services Club
Meeting started @ 18.15pm

1. Attendance

David Porter
Bronwyn Lowe
Don Green
Luke Clarke
Chris Reynolds
Ben Stead

2. Apologies

Sonia Jackson
Cindi Murphy
Danielle McManus
Teegan Rodgers
Maree Reynolds

3. Confirmation of Previous Meeting Minutes

The Director of Administration tabled the minutes of the Parkes Touch Association General Meeting held on 17 May 2023 and moved that they be confirmed as a true and accurate record of the decisions and information discussed at that meeting.

Moved: Bronwyn Lowe
Seconded: Chris Reynolds

4. Finance Report

Ben Stead
Financial report completed.
Ben to clarify Council charges for 2023-2024 season - \$10,000?
Ben pointed out that there was a Rep Uniforms loss of \$4754.

Moved: Chris Reynolds
Seconded: Luke Clarke

5. Presidents Report

David Porter tabled the Presidents Report (report attached)

Moved: Bronwyn Lowe
Seconded: Luke Clarke



MINUTES OF THE ANNUAL GENERAL MEETING OF PARKES TOUCH ASSOCIATION INC.



6. Election of Board Members 2023/2024

POSITION	NAME	CONTINUING	TERM (Year-Year)	FIRST ELECTED TO BOARD	MAX.PERIOD
President Chairperson	David Porter	No	2023-2024	18 Oct 2022	2030
Director Vice President	Chris Reynolds	No	2023-2024	27 July 2019	2028
Director of Administration	Cindi Murphy	No	2023-2024	27 July 2019	2027
Director of Finance	Ben Stead	Yes	2023-2024	17 May 2023	2031
Director	Luke Clarke	Yes	2023-2024	25 July 2021	2029
Director	Rachel Rice	No	2023-2024	26 July 2017	2026
Director	Sonia Jackson	Yes	2023-2024	18 OCT 2022	2031
Director	Bronwyn Lowe	Yes	2023-2024	18 OCT 2022	2030
Director	Rachael Kelly	No	2023-2024	18 OCT 2022	2030
Appointed Director					
Appointed Director					
Committee	Teegan Rodgers	Yes	2023-2024	17 May 2023	2031
Committee	Charlie Robinson	No	2023-2024	17 May 2023	2031
Committee	Danielle McManus	Yes	2023-2024	17 May 2023	2031
Committee	Tyler McMahon	No	2023-2024	17 May 2023	2031

Election of New Board Members 2024/2025

As per the constitution, the Board shall comprise of nine (9) elected Directors and up to two (2)



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appointed Directors.

ELECTED DIRECTORS OF BOARD	NOMINEE 2024/2025	CONTINUING	NOMINATED BY	SECONDED BY	TERM (Year-Year)	FIRST ELECTED TO BOARD	MAX.PERIOD
President Chairperson	Chris Reynolds		David Porter	Luke Clarke	2024-2025	27 July 2019	2028
Director of Administration	Vacant						
Director of Finance	Ben Stead	Yes	Bronwyn Lowe	David Porter	2023-2024	17 May 2023	2031
Director	Luke Clarke	Yes			2023-2024	25 July 2021	2029
Director	Bronwyn Lowe	Yes			2023-2024	18 OCT 2022	2030
Director	Sonia Jackson	Yes			2023-2024	18 OCT 2022	2031
Director	David Porter	Yes			2023-2024	18 Oct 2022	2031
Director	Vacant						
Director	Vacant						
APPOINTED DIRECTORS OF THE BOARD							
Director	Vacant						
Director	Vacant						
ELECTED COMMITTEE							
Committee	Cindi Murphy	Yes			2023-2024	27 July 2019	2027
Committee	Teegan Rodgers	Yes			2023-2024	17 May 2023	2031
Committee	Danielle McManus	Yes			2023-2024	17 May 2023	2031
Committee	Maree Reynolds	Yes	Chris Reynolds	David Porter	2024-2025	13 May 2024	2032
Committee	Don Green	Yes	Luke Clarke	David Porter	2024-2025	25 July 2018	July 2026



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7. Appointment of Committee Roles & Portfolios 2024/2025

- Public Officer
Nominated: vacant
Moved:
Seconded:
- Appointment of Senior Comp Coordinator
Nominated: Chris Reynolds
Moved: David Porter
Seconded: Luke Clarke
- Appointment of Junior Comp Coordinator
Nominated: vacant
Moved:
Seconded:
- Appointment of Technical Coordinator
Nominated: David Porter
Moved: Chris Reynolds
Seconded: Don Green
- Appointment of Referee Coordinator
Nominated: David Robinson
Moved: TBC
Seconded:
- Appointment of Representative Coordinator
Nominated: vacant
Moved:
Seconded:
- Appointment of Publicity Officer
Nominated: Luke Clarke
Moved: Chris Reynolds
Seconded: Bronwyn Lowe

8. Life Members

Parkes Touch Association acknowledges the contribution of our life members to our sport.

Year	Life Member
2008	Chris Martin
2012	Anthony McGrath & Alan Gersbach
2014	Tony Dwyer
2016	Peter Martin
2019	Noel Huggett & Sue McGrath
2020	Jenny Harris
2023	Don Green

No life members were nominated for this year's AGM.



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9. General Business

Director of Administration - Still Vacant looking to fill role at next meeting.

Council fees for Building on crown land (License agreement) Cheney Park Clubhouse

10. Planning meeting –

Monday 24th June 2024 6pm @ Parkes Services Club

- Review Referees payment Structure.
- Review Competition payments per player Junior / Senior
- Confirm Competition start dates (Junior / Senior)
- Look at a Canteen roster or pay someone to run on Wednesday nights) per hour or a percentage at end of the year.
- Rep uniform to be ordered earlier (different sizes for sizing)
- Rep (accommodation during the year, why is the club paying for all coaches/managers at all carnivals other sports don't pay for accommodations) my suggestion is each rep team is allocated \$500 for the season to help cover Coaches/Managers cost for accommodation.
- Need to find a sponsor for Referees.
- Junior team - do we allocate players into team for junior competition.
- Review the team allocation on how many rep players are in each team in the Junior comp.
- Mini touch runs for 10 weeks only no double up games.
- Rep training – start in September (2nd, 9th, 16th Sept) 23rd, 30th Sept all rep teams train together.
- GF move back to Wed, Thursday nights.
- Need more sponsorship for club (not just for rep touch, make it for Parkes Touch)
- Rep packs – more details about cost

10. Meeting Close

20.10pm



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APPENDIX

Presidents Report

Delivered by David Porter on behalf of Parkes Touch Association.

Firstly I would like to thank our committee members for all the tireless work everyone has put in for the season, as without these committee members we wouldn't have a club, competition and wouldn't be available to go to all the carnivals. Our competition coordinators Rachel Rice and Teegan Rodgers (Juniors and Mini Touch) which we provided the club with a new look season of Mini Touch comp with players allocated to teams (thanks to Teegan and her helpers), and Chris Reynolds (seniors) for a successful competition. These 3 people have spent countless hours setting up draws, group chats, and managing people's requests and complaints, a lot of tireless work in the background that people don't see so thank you very much for your time during the year.

Our committee members (Sonia, Bronwyn, Rachel Rice, Rachel Kelly, Danielle, Teegan, Luke and our volunteers (Ang, Brooke, Mick, Crush, Nick) that helped out week in and week out in running the canteen and cooking the BBQ the committee and club appreciated you for your time. To Rachel Wykamp (Kelly) for all your media posts during the year in promoting our club, your wonderful Facebook posts, and weekly draw updates this was a critical role in the club as this was the main way the club communicated with the community, thank you.

Those committee members shifting sideways, stepping down and moving on, thank you for your support during the year and we hope you are still available to assist the club in some way in the future. Ben Stead for your support in the work as our Director of Finance role and keeping the books in line, great work. Cindi for your work in the secretary role at the start of the year helping set things up for the club until you had to step aside due to workload. Sonia for putting her hand up to help with the secretary role in the second half of the year thank you for your support.

During the season we had some crazy weather with storms and extremely hot weather over 38 degrees, which resulted in the committee to run double header rounds during the normal season. Again, we were forced to play away from our newly renovated Cheney Park clubhouse, and we appreciated the support from the soccer committee for allowing us to use their facilities during the year. (Parker-Stone and Harrison fields).

We changed the season up with some new ideas at the start of the season. One was trying to finish the season with Grand final day on a Sunday as a family day and having all juniors and seniors playing on same day. Nevertheless, did it work, not sure but we tried something new. So looking at our local comp, we had 34 Junior teams (+ 12 being mini touch teams = 90 kids) = 360 registered junior players, 29 senior teams = (300 registered players), registered players for our juniors/senior local comp in 2023/2024 were = 740 players registered. Also thank you to our sponsors for their kind donations and their assistance and support of Parkes Touch throughout the year, the Parkes Shire Council for ongoing support and assistance (field marking, having facilities cleaned and working with us if problems raised)

Also, a massive shoutout to all our referees, who each week show up and this is why we can run our local competition each week. We have made good progress in developing our own referees for our local comp which resulted in over 38 referees officiating each week in junior /senior comp and even some of junior referees helped in the senior comp. As a club we need to focus on is trying to development our own referees to assist our rep teams when going away to rep carnivals. This year we had some great support from our referees which were (Chris, Cody, Lachlan Reynolds, David, Charlie Robinson, Cody Wakefield, Rachel Brown, Henry Rice and Alana Finnegan all of these referees were the reason our rep teams had the opportunity to go to these carnivals.

As for our rep teams the club made the decision to request for permission from NSWTA to play in the Northern Conference for the next 3 years, which this year was in Dubbo instead of the Southern conference in Wagga which is a big help financially for the club. This was very successful so a big thanks goes to Rachel Rice for all her work to make that happen. Our association is highly regarded in Suns and also by NSWTA which is a credit to be involved in, as I seen this at the NSW Touch conference people were well aware of Parkes Touch Association.



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The committee again have worked tirelessly in organising managers, coaches, players, and so much more. To all our coaches and Managers thank you for your time each week during training and organising your teams. Each carnival requires setting up of our tents so thanks to those people who have assisted in these duties. To our rep co-ordinator Rachel Rice this role takes so much time to organise all Team sheets, ensuring the correct paperwork is completed by all players, checking Coaches/Managers have correct qualifications that meet NSWTA guidelines, ordering of uniform and answering all questions asked by people, organising accommodation for teams, travel plans, and team payments. To all coaches, managers, and our players for their commitment and conduct both on and off the field, so Rachel thank you for your time in this role.

Our rep season kicked off back in August- with Selection trials then carnivals into February.

Our carnivals were:

DON Green 18th-19th Oct Mudgee

ACT JSC – 9 th DEC @ Canberra

Temora - 9th Dec

Leeton Gala day 3rd Feb

Orange SUNs Trials – 21st JAN (Trials for SUNs congratulations to 8 of our players selected in squads these are the following players), to trial in Yass Sat 2 March

JSC- 23RD, 24TH, 25TH Feb - Northern Conference in Dubbo (3 Teams made R16 on Sunday: U12girls, U14girls, U14boys)

The following 4 players made final selection and the following players selected in the SUNS Team for Junior Regional Champs in Mudgee (27/28 APR)

- 16Gs – Grace Milne
- 16Bs – Henry Rice
- 12Gs – Charli Milne & Luca Barnes

As a club we are continuing wanting our junior rep players to come through our local comp, which these players picked in the Suns team this year have all been playing in our local comp which is great for our club. Some of our Parkes junior players were also selected into primary and high school rep teams, and zone teams. Unfortunately, there were no senior rep teams. We still have two of our committee members still playing rep touch at a high level, unfortunate with other facilities as Parkes or Suns didn't have that age group they were playing in, which is a great achievement for Teegan & Myself which helps Parkes touch in developing our junior rep players in coaching them. Also, on Teegan I would like to congratulate her on Coaching Achievements (assist with Suns and with NSW school touch). It's something the club should be trying to do is getting a Parkes senior rep team going again as we were always competitive in senior rep carnivals. Hopefully some senior players take this on board in the future.

I hope everyone has enjoyed the season and hope all players return to play in our local comp, the club looks to be in good financial support and hopefully be lead in the right direction in building our club to be bigger. As a club we are always looking for new members to join the committee as there are a few committee members stepping aside. Finally, thank you to all of the committee for your support of Parkes Touch Association, the touch community for their supporting me as the Chairperson (President).

Profit and loss report

Accrual mode

01 Jul 2023 - 30 Apr 2024

	Total
4-0000 Income	
4-1000 Playing Fees	
4-1001 My Sideline	40,828.21
4-1002 Active Kids	15,050.00
Total Playing Fees	55,878.21
4-1200 Junior Representative	(300.00)
4-1210 Junior Representative Uniforms	10,580.00
4-1400 Sales - Canteen	5,123.91
4-1500 Sponsorship	4,200.00
Total Income	75,482.12
5-0000 Cost Of Sales	
5-2000 Purchases - Canteen	2,960.33
Total Cost Of Sales	2,960.33
Gross Profit	72,521.79
6-0000 Expenses	
6-1125 Affiliation Fees	13,280.00
6-1130 Awards & Prizemoney	6,364.95
6-1160 Bank Fees	12.50
6-1200 Conferences & Courses	1,280.00
6-1240 Computer & IT Expenses	250.00
6-1445 Equipment Purchases	1,483.93
6-1600 Juinor Representative Expenses	
6-1601 Accommodation Expenses	6,762.00
6-1603 Other Expenses	158.45
6-1604 Uniform Expenses	15,334.00
6-1605 ACT Carnival Fees	(440.00)
6-1606 Orange Carnival Fees	(1,220.00)
6-1607 Leeton Carnival Fees	(100.00)
6-1608 Representative Referees Payments	4,900.00
Total Juinor Representative Expenses	25,394.45
6-3050 Presentation Night Expenses	180.00
6-4280 Printing & Stationery	70.00
6-4300 Referee Payments	
6-4301 Senior Referees	6,075.00
6-4302 Junior Referees	7,285.00
Total Referee Payments	13,360.00
6-4355 Sports Council Fees	10,144.78
6-4400 Training & Courses	330.00
6-4440 Subscriptions & Memberships	181.24
6-4460 Telephone & Internet	160.00
6-4525 Website Expenses	275.00
Total Expenses	72,766.85

	Total
Operating Profit	(245.06)
8-0000 Other Income	
8-1000 Interest Received	314.58
Total Other Income	314.58
Net Profit	69.52

PARKES TOUCH FOOTBALL ASSOCIATION INC
Statement of Members of the Committee
For the year ended 08 May 2024

The Committee has determined that the association is not a reporting entity. In the opinion of the Committee, the attached financial report

1. Presents a true and fair view of the financial position of the Parkes Touch Football Association Inc., as at 13 May 2024 and its performance for the period 1 July 2023 to 30 April 2024;
2. At the date of this statement, there are reasonable grounds to believe that the Parkes Touch Football Association Inc., will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:



President



Treasurer