

# **Minutes of Pathfinders Gymnastics Club Annual General Meeting** **2024**

**Date Held:** 8th Feb 2024 **Venue:** Drill Hall

**Meeting Commenced:** 6.00pm

**In Attendance:** Sarah Rapsey, Sara Brown, Joanne Dooley (video call), Dana Goodall, Kirsty Innes, Kate Larkins, Megan Smith, Aimee Gibson.

**Apologies:** Shantelle Wallace, Jess Suter, Claire Elliott, Jessica Jones, Suzie Ransby.

**Previous AGM Minutes:** 2023 AGM Dated 8th February 2023

*Moved:* *Seconded:*

## **Presidents Report:**

*Presented by the President - Sarah Rapsey.*

Thank You everyone for coming along tonight. I am honoured to present the Presidents report for the 2024 Pathfinders Gymnastics Club Incorporated Annual General Meeting. This report reflects the achievements, challenges and future endeavours of our club over the past year.

## **Membership Growth:**

I am pleased to report a significant increase of membership. Ending the year with 145 gymnasts in total, an increase of Recreational gymnasts by 91.6%, and an increase of competitive gymnasts by 200%. Overall athlete registration increased by 107% compared to the end of the previous year.

This is partially due the introduction of Trampoline and Homeschool classes which combined increased our membership by 45 athletes.

This growth is a testament to our dedicated coaches and volunteers, engaged members and the positive reputation of our club within the community.

## **Health & Safety:**

We have had a strong focus on health and safety. We have continued to purchase and upgrade equipment, this has contributed to gymnast and staff safety as well as looking fantastic.

Safeguarding children is a high priority of Pathfinders, we ensure all of our coaches are up to date with the Gymnastics New Zealand safeguarding requirements.

We have a trained Safeguarding Representative and hope to have a second person complete a safeguarding lead course early this year.

## Policies

- We have reviewed our Health and Safety, and Child Protection Policies, with a few minor changes.
- We have a new Policy folder that will be available for staff to have easy access to policies and policy updates. These are still available on our website.
- Induction Handbook for committee to be passed onto all new committee members.

## Fundraising & Sponsorship

We were fortunate to receive the following grants and sponsorship:

- Waitaki District Council - \$2500 - Coach travel costs.
- Network Waitaki - \$1000 - beam leg protection.
- Lions Foundation - \$10,000 - beam project.
- Dooleys Masonry -\$600 for squad jacket uniforms.
- Mainland Spreading - \$826.18 - volunteer coach uniform.
- Aotea Electrical -\$515 - equipment upgrades - barrel and cartwheel mat.
- Dooley Consulting - \$2,625 - Financial advising.

We had one raffle this year. This generated \$ 3,609 which contributed towards upgrading parts of the floor area to improve safety.

## Competition and Recreational Classes

Recreational Classes	Lead Coach	Athletes	Waitlist	Sport
Homeschool 11am		3 / 8		
Homeschool 12pm		2 / 8		
Homeschool 1pm		1 / 8		
Preschool Class Mon 10:15	Suzanne Ransby	3		Pre: GFA Other
Preschool Class Mon 9:30	Suzanne Ransby	4 / 8		Pre: GFA Other
Recreation Beginner Thurs 3:30	Suzanne Ransby	26 / 26	16	Rec: General Gymnastics
Recreation Intermediate Thurs 4:30	Suzanne Ransby	27 / 27		Rec: General Gymnastics
Recreational Advanced Thurs 5:30	Suzanne Ransby	12 / 12		Rec: General Gymnastics
Trampoline Beginner Tues 3:45	Suzanne Ransby	11 / 16		Rec: Trampoline (TRA/DMT)
Trampoline Advanced Tues 4:45pm	Suzanne Ransby	8 / 12		Rec: Trampoline (TRA/DMT)
<i>Total Athletes</i>		97		

Competitive Classes	Lead Coach	Athletes	Waitlist	Sport
Step 1 Wed 3:30	Suzanne Ransby	12 / 12		Com: Women's Artistic Gymnastics (WAG)
Step 2 Mon 3:30 & Thurs 5:30	Suzanne Ransby	7 / 7		Com: Women's Artistic Gymnastics (WAG)
Step 2, 4 & 6 Mon 4:30	Suzanne Ransby	8 / 8		Com: Women's Artistic Gymnastics (WAG)
Step 2,3,4 Heathers Squad	Heather Smith	5 / 6		Com: Women's Artistic Gymnastics (WAG)
Suzies Squad Wed 4:30	Suzanne Ransby	3 / 6		Com: Women's Artistic Gymnastics (WAG)
<i>Total Athletes</i>		35		

## **Classes run in 2023**

Term 1 Competitive	D	22/01/2023	06/04/2023	12/01/2023	28/02/2023	12/01/2023	22
Term 1 2023 Recreational	A	12/02/2023	06/04/2023	20/01/2023	28/02/2023	12/01/2023	97
Term 2 Competitive	D	24/04/2023	30/06/2023	12/04/2023	24/05/2023	01/04/2023	21
Term 2 Recreational	A	24/04/2023	30/06/2023	12/04/2023	24/05/2023	01/04/2023	100
Term 3 Competitive	D	24/07/2023	22/09/2023	26/06/2023	24/07/2023		21
Term 3 Recreational	A	24/07/2023	22/09/2023	03/07/2023	31/07/2023	26/06/2023	116
Term 4 Recreational	A	09/10/2023	21/12/2023	02/09/2023	30/10/2023	02/09/2023	115
Term 4 Competitive	D	09/10/2023	20/12/2023	02/09/2023	07/10/2023		30

## **Centre Managers Report** - Presented by Sarah Rapsey on behalf of Suzie Ransby

Pathfinders had 22 gymnasts representing us at out-of-town competitions in 2023. Notably Keelee won the South Island Champs for Tumbling in her age group, Sophie placing 3 rd on Floor in apparatus finals at CSG Classic and Chelsea winning the Aoraki Trophy again for best overall score.

Squad trails at the end of 2023 were popular and we now have 35 gymnasts training towards representing Pathfinders. For the first time in many years, we will have a step 6 gymnast and a team of step 4 gymnasts which are goals we have been working towards since bringing in an additional squad coach and training more squad coaches up.

Recreational classes have all been moved to back-to-back slots on Thursdays so that we can work towards getting a team of dedicated and knowledgeable coaches providing our incoming gymnasts a fun and valuable experience. We have employed one new coach for all 3 classes and have made plans to employ another.

Our coaches have successfully completed their safeguarding training and look professional in the gym with their coach t-shirts and name badges.

In the gym we have created a larger sprung floor area to allow for more groups to train side by side safely. We have replaced most of the old heavy matting on the floor and will continue to fundraise

until this is completed. We have also purchased another air floor, some air barrels and a variety of small equipment for all gymnasts to use. We were fortunate to get the opportunity to replace a beam that had broken with a second hand one from CSG and to purchase protection sleeves for beam legs, we will continue to work towards making the beam area safer.

### **Treasurer's Report and Financial Statements:**

*Presented by Joanne Dooley, and moved for approval.*

*Net Surplus for the year of \$3,870.*

*Cash at bank; \$16,546*

*Net Assets: \$47,406*

*Moved: Sarah Rapsey      Seconded: Sara Brown*

### **Correspondence:**

- Rachel from Gym NZ has stepped down after 6 years as our relationship manager. We thank Rachel for all of the support we have received from her over the years.

### **Election of Officers and Committee:**

**Chairperson:** Sarah Rapsey

*Moved:* Sara Brown      *Seconded:* Dana Goodall

**Secretary:** Aimee Gibson

*Moved:* Sara Brown      *Seconded:* Dana Goodall

**Treasurer:** Kirsty Innes

*Moved:* Sarah Rapsey      *Seconded:* Aimee Gibson

Internet Banking dual authorisation:

**Authority 1:** Kirsty Innes

**Authority 2:** Suzie Ransby

**Authority 3:** Sarah Rapsey

**Authority 4:** Jess Jones

**Financial Advisor:** Joanne Dooley

*Moved:* Aimee Gibson

*Seconded:* Dana Goodall

**Health and Safety Officer:** Megan Smith and Kate Larkins

*Moved:* Aimee Gibson

*Seconded:* Sarah Rapsey

**Grants Coordinator:** Sara Brown

*Moved:* Sarah Rapsey

*Seconded:* Aimee Gibson

**Fundraising Coordinator:** Kirsty Innes

*Moved:* Sara Brown

*Seconded:* Aimee Gibson

**Squad Fundraising:** Dana Goodall and Aimee Gibson

*Moved:* Sarah Rapsey

*Seconded:* Kate Larkins

**Committee Members:**

**Returning Members:** Sara Brown, Dana Goodall, Sarah Rapsey, Aimee Gibson, Jessica Jones,

**New Members:** Megan Smith , Kate Larkins, Kirsty Innes

**Election Of Management Committee:** Sarah Rapsey, Aimee Gibson, Kirsty Innes, Sara Brown, Suzie Ransby

*Moved:* Kirsty Innes

*Seconded:* Dana Goodall

**Adoption Of Annual Plan And Budget:** Presented by Sarah Rapsey.

Moving into 2024 we continue our focus preparing for the inevitable move to a new building.

To make this a reality and affordable we hope to continue to grow our coaching team, registered athlete numbers and improve equipment.

Most of our classes are currently at capacity, with Beginner Recreational Gymnastics having a waitlist of 16 children. This is promising for the future of the club, unfortunately we currently do not have enough coaches to maintain extra classes. We have received a

grant from Gymnastics New Zealand and Otago Community Trust to the sum of \$630 to support us with coach and judge education.

Gymnastic New Zealand are introducing a new coach development framework, we are excited to learn what these changes may be as we prepare to grow our coaching team and encourage our coaches to undergo training and upskill.

We continue to prioritise upgrading equipment. This not only creates a safer environment for our athletes and coaches, as well as aiding in a quicker pack up, in the event that we find ourselves in a facility that does not allow us to keep equipment set up outside of class times.

We currently have two main equipment projects underway, these consist of upgrading the beam and floor areas.

We have been very fortunate to receive generous sponsorship from The Lions Foundation, with them giving us \$10,000 towards upgrading the beam area.

We have purchased a floor mat using funds from raffles and fundraising, this will be an ongoing project that we will continue to fundraise for.

We have been offered some opportunities for committee members to upskill in areas of finance and governance. These are webinars that are free to anyone who would like to take the opportunity to upskill and develop their knowledge. I encourage all committee members to take advantage of this opportunity, this is a great way to strengthen our governance team.

Recent events in the wider New Zealand gymnastics community remind us of the importance of having a strong safeguarding culture. We endeavour to continuously upskill in this area moving forward.

**Overall Budget**  
**Pathfinders Gymnastics Club**  
**January 2024 to December 2024**

**Account**

**Income**

Club Sponsorship (225)	
Grants/Donations Received (220)	
Gym Subs (206)	13600
Holiday/Toddler/Adults Programs (208)	
Recreational Competition Fees (275)	500
Recreational Subs (206-2)	34000
Squad Tracksuit Hire (280)	825
<b>Total Income</b>	<b>48925</b>

**Less Operating Expenses**

Affiliation Fees (401)	6580
Coach/Volunteer Donations (452)	1720
Education/Courses (418)	700
Engraving (463)	500
Purchase Club Medals/Badges/Certificates (462)	1000
<b>Total Operating Expenses</b>	<b>10500</b>

**Less Overheads**

Cleaning (408)	
Consulting & Accounting (412)	
General Expenses (429)	330
Insurance (433)	2900
Light, Power, Heating (445)	900
Printing & Stationery (461)	
Rent (469)	3800
Salaries (477)	28600
Subscriptions (485)	2280
<b>Total Overheads</b>	<b>38810</b>

<b>Total Expenses</b>	<b>49310</b>
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<b>Net Profit</b>	<b>-385</b>
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Moved: Aimee Gibson

Seconded: Sarah Rapsey

**Any Other Business:**

Resigning Members: Andrew Knight (Treasurer, resigned during 2023), Kimberley Richards (Grants Coordinator, resigned during 2023), Joanne Dooley (staying on as financial advisor), Liz Morris, Julie Miller, Shantelle Wallace, Jessica Suter(resigning Health and Safety).

As we end this meeting it is important to take a moment to acknowledge the contributions of resigning members. Their dedication and hard work have significantly contributed to our gymnastics club. We extend a heartfelt thanks to the time, effort, and passion they have invested. Your impact will be lasting and we wish you all the best in your future endeavours.

Moved: Dana Goodall

Seconded: Aimee Gibson

**Meeting Closed:** 6.45pm

**Next Committee Meeting to be held:** 14th March, 6.30pm -

**Pathfinders Club, Itchen**

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