

Minutes of Pathfinders Gymnastics Club Annual General Meeting

Date Held: 8th Feb 2023 **Venue:** Drill Hall

Meeting Commenced: 6.00pm

In Attendance: Dana Goodall, Aimee Gibson, Julie Miller, Suzie Ransby, Claire Elliott, Joanne Dooley, Sarah Rapsey, Jess Jones, Jess Taylor, Sara Brown, Andrew Knight

Apologies: Kimberley Richards, Jess Taylor (late), Liz Morris, Heather Smith

Previous Minutes: Minutes of the last meeting dated 22nd November were read and agreed as true and correct

Moved: Jess Jones *Seconded:* Dana

Chairman's Report:

Presented by President – Sara Brown

Thanks to everyone who has come along tonight, we need continued parent input to make sure we are meeting your expectations as a club. We have seen the folding of the Trampoline club due to lack of committee involvement and need to ensure we are not in a similar position. We are going to be working with Gym NZ and Saints Trampoline club to create a new future class of Trampolining within the Pathfinders club. We are looking at finances, legalities, policies and coaching and competition implications.

We have averaged 80 registered athletes per term last year

Policies

- No Updates for this meeting. We will need to review Health and safety next meeting, minor changes (Thanks Jess Taylor)
- Policy Changes - Old files - Check required timeframe for storing Incident reports and safely destroy where possible
- Review of one Policy per term recommended from now as all policies were written in the past 3 years
- Induction Handbook for committee to be passed onto all new committee members

Gymnast Review Cards -

These were created as part of communications review in 2022. They have been well received by squad gymnasts and parents as a clear information and progress on how each gymnast is progressing, and the decision for them to progress to the next STEP

* All must be completed by the end of November

* Suzie is in the process of creating a Squad Info pack for new parents - She is currently in the information gathering stage. Thank You so much for your exceptional work over the past year.

Health & Safety:

Gym NZ satisfied with changes in equipment layout - This is a big improvement for gymnast and coach safety.

New bar rig - Foam mats and toddler equipment is raising the standard of our centre and they look great!

Fundraising & Sponsorship

Gymnastic Equipment

Travel Grant

Coaches costs

\$6000 sponsorship received in 2022 thanks to Kimberley and her hard work!

\$6168.93 Fundraising Total through Raffles in 2022 thanks to Sarah Rapsey and all club families

Sponsors Board - Ready for new sponsors in 2023. A letter seeking sponsorship and thanking for sponsorship have now been completed and is available in the Google Drive.

Competitions and Term Classes

Term 1 2022 Competitive	D	31/01/2022	16/04/2022	18/01/2022	18/01/2022	18/01/2022	15
Term 1 2022 Rec	A	14/02/2022	16/04/2022	24/01/2022	26/02/2022	18/01/2022	59
Term 2 2022 Rec	A	02/05/2022	08/07/2022	19/04/2022	16/05/2022	19/04/2022	73
Term 2 2022 Competitive	D	02/05/2022	08/07/2022	19/04/2022	16/05/2022	19/04/2022	15
Term 3 2022 Rec	A	25/07/2022	30/09/2022	13/07/2022	14/09/2022	09/07/2022	70
Term 3 2022 Competitio	D	25/07/2022	16/10/2022				12
Term 4 2022 Rec	A	17/10/2022	16/12/2022	10/10/2022	28/11/2022	03/10/2022	64
Term 4 2022 Competition	D	17/10/2022	15/12/2022				13

Classes run in 2023

Recreational Classes	Athletes	Waitlist
Monday - Rec Intermediate	28 / 28	
Monday Preschool Class	4 / 6	
Thursday - Rec Extension	6 / 6	1
Trampoline	5 / 16	
Trampoline Advanced, Tumbling	4 / 12	
Wednesday - Rec Advanced	5 / 4	1
Wednesday - Rec Junior	29 / 29	1
<i>Total</i>	<i>81</i>	

Competitive Classes	Athletes
Monday Step 1	5 / 5
Step 2	3 / 4
Step 3	3 / 4
Step 4+	4 / 4
Thursday Step 1	9 / 9
<i>Total</i>	<i>24</i>

Trampoline Club - Permission has been given by the Saints Club to use their equipment until the committee has officially closed the club. Discussion around lease agreement with Shelley regarding use of Trampolines she had loaned to the Saints club - previous agreement was for upkeep/maintenance to be completed by the club. Pathfinders may need to include a clause for 1 term notice before withdrawing equipment if this should happen in the future.

Crash Mats and Double Mini - Main Matt which is leased by Saints Currently (Eurotramp) have had mats replaced last year. \$2k in account - discussion around creating a new bank account to hold any leftover funds provided by Saints for Trampoline maintenance plus excess from class income allowance (same as we currently do into our savings/fundraising account)..

Sara has announced she will be stepping down from the President position following the AGM after 4 years as President.

Coaches Report

Suzie is very happy with Numbers of incoming athletes into the STEP program, and have loaded Trampoline classes into Pathfinders Friendly Manager website.

Gymnastics classes have been loaded for Term 1 and are full. Some confusion over Trampoline athletes changing from Saints to Pathfinders which we are working through.

We have purchased new Track suit Tops and Leotards for our Squad Athletes, but with the Influx of STEP1 girls we will need to order another 10 Track Jackets (Quoted \$584). - Joanne Dooley has indicated she may be able to organise sponsorship.

STEP 1 Training sessions are being held on Monday (Group 1) and Thursday (Group 2) and Suzie has increased the session period up to 2 hours rather than spreading this time out over 2 days. Feedback from parents has been positive.

Chelsea was awarded the Aoraki Trophy for highest score for the second year running (2021 and 2022) - her total points she was awarded at the Southern Championships held in Timaru was the highest competing score across South Canterbury/ North Otago clubs for all STEP levels - Well done Chelsea! Suzie has also proposed a fee increase for Squad and Advanced Rec of an additional \$5 per term

Financial Report:

Year End Financial 31 December 2022

Westpac Bank 01/01/2022 to 31/12/2022 Account 03-0937-0147511-01

<i>Opening Bank Balance 1/1/2022</i>	<i>\$ 4,084.50</i>
<i>Receipts</i>	<i>\$44,791.08</i>
<i>Payments</i>	<i>\$42,587.34</i>
<i>Closing Bank Balance 31/12/2022</i>	<i>\$ 7,047.14</i>
<i>Closing Cash Book as per Bank Statement 31/12/2022</i>	

Westpac Bank 01/01/2022 to 31/12/2022 Account 03-0937-0147511-018

<i>Opening Bank Balance 1/1/2022</i>	<i>\$ 40.05</i>
<i>Receipts</i>	<i>\$ 3,049.41</i>
<i>Payments</i>	<i>\$ 759.50</i>
<i>Closing Bank Balance 31/12/22</i>	<i>\$ 2,329.96</i>
<i>Closing Cash Book as per Bank Statement 31/12/2022</i>	

I believe the Statements of Receipts and Payments is a true and fair view of transactions for Pathfinders Gymnastics for the year ended 31 December 2022.

Andrew

Treasurer, Pathfinders Gymnastics.

Moved: Jess

Seconded: Sara

Thankyou Andrew for all your hard work with the role over the past year.

Correspondence:

Gym NZ Email regarding Safeguarding and Child Protection Policy - this should be completed by ALL Gymnastics Coaches - Jess, Shantelle, Claire to complete -Also query with Rachel (Gym NZ) the Youth

Coaching Safeguarding course which is available. Committee discussion around volunteers, decided that the course should be mandatory for those registered as a coach on Friendly Manager.

Training - Registration of XTND Coach Course for Amelia Balcombe, WAG Elementary Practical Course for Jess Jones, Coaching today for Shantelle (Possible also Claire?) - These are paid for by the club however there is a fund available through sport Otago to subsidise this cost.

Check progress of XTND Training for Sophie Brown - she may only have one final submission before passing the XTND Youth Coaching program.

General

Coaches - To make our coaches more visible / recognisable in the club it has been suggested we include photos of Coaches in the newsletter? Agreed, will work on this for the first newsletter

Rec Fees: Remain at \$85, Trampoline increase from \$75 to \$85, \$5 Increase to Squad and Advanced Rec - discount available for committee members.

Suzie suggested having a Squad Parents meeting to organise a fundraiser to assist with competition costs. This could be held in conjunction with a Q&A session on competition events following the information pack.

Election of Officers and Committee:

Chairperson: Sara Rapsey Sara Brown (Outgoing) to support/train
Moved: Sara Brown *Seconded:* Jess Jones

Treasurer: Andrew Knight returning
Moved: Sara Brown *Seconded:* Claire
Internet Banking dual authorisation: To remain as 2022
Authority 1: Andrew Knight
Authority 2: Sara Brown
Authority 3: Jess Jones

Secretary: Aimee Gibson Jess Jones (Previous) to support/train
Moved: Sara Brown *Seconded:* Jess Jones

Fundraising / Grants / Marketing: Kimberley (propose support person to organise raffle sales? Tina?)
Moved: Sara Brown *Seconded:* Jess Jones

Squad Fundraiser: Shantelle -

Health and Safety: Jess Taylor
Moved: Sara Brown *Seconded:* Sarah Rapsey

Committee Members:

Returning Officers: Jess Jones, Sara Brown, Kimberley Richards, Dana Godall, Suzie Ransby, Heather Smith
New Officers: Jules Miller, Aimee, Shantelle, Kimberley, Claire Elliott, Joanne Dooley, Liz Morris

Meeting Closed: 6.45pm

Next Committee Meeting to be held: **Pathfinders Club, Itchen st**