

Minutes of the Hutt Valley Gymnastics Centre

Incorporated Annual General Meeting held on Monday,

31st May 2022 at 6pm

PRESENT: Charlotte Haigh (Chairperson), Marie Pye (Life Member), Annalisa Austin, Louise Passmore, Mel Sales (Life Member), April Gallagher, Joe Waiariki, Tracey Joe, Darren Sears, Eleanor Harwood, Catherine Joe, Debbie Jones, Matt Gatland, Christine McLaughlin, Paula Alkema, Siobhan Cotter, Sharon Vaka, Sarah Simmons, Litsa Jackson, James Fitzsimons, Mark Sawyer, Ellen Van Dyken, Christine Whiting, Andrew Austin, Michelle Woolf, Jen Broster, Jo McLaughlin, Nicole Manning, Rebecca Young, Anna Milne, Sarah Burnell, Brendan Carr, Norah Carr, Jo-Ella Sarich.

WELCOME AND APOLOGIES:

The Chair welcomed everyone to the meeting that commenced at 6:00pm. The Secretary noted that she had received an apology from Jenn Burridge.

MINUTES FROM THE LAST ANNUAL GENERAL MEETING:

MOTION: THE MINUTES OF THE 8 NOVEMBER 2021 ANNUAL GENERAL MEETING WERE ACCEPTED AS A TRUE RECORD OF THE MEETING. Marie Pye/Nicole Manning. Agreed by all.

MATTERS ARISING:

There were no matters arising from the last meeting.

CHAIRPERSON'S REPORT:

The Chairperson read her report starting by thanking all the Hutt Valley Gymnastics Staff, contractors, sponsors, committee members and volunteers for all the hard work that has been over the past 6 months.

The Chair spoke of the Re-Structure, advising we have advertised the positions of Centre Manager and Gym for All Head Coach.

The Chair congratulated Michelle Woolf on her appointment of the Gymnastics Director Roll, and for being awarded 'Official of the Year' at the Hutt Valley Sports Awards.

The Chair spoke of having a new roof installed on our gym, just in time for Winter. The contractors have worked through a process to enable the Gym to continue operation with as little disturbance to our day-to-day activities.

The Chair went on to thank her fellow committee Members who have worked hard for the Club, showing ongoing commitment and dedication, The Chair thanked Nicole Manning and Louise Waiariki for the many hours and commitment that both had given to the club and presented Nicole and Jo (Louise's husband as she was unable to attend tonight) a bunch of flowers.

MOTION: THE CHAIRPERSON'S REPORT TO THE ANNUAL GENERAL MEETING WAS ACCEPTED.

Charlotte Haigh / Annalise Austin. Agreed by all.

TREASURER'S REPORT:

The income from Club activities increased by 37% to \$692,514 for the year end 31 December 2021 bouncing back from the 2020 decline due to the COVID-19 lockdowns and restrictions, and the

introduction of cheerleading to the club in term 4 2021. A portion of the increase in Competitive Gymnastics Fees is due to there being more competitions in 2021 compared to 2020, this increase is also seen in higher Competition costs and Coaching wages. Online gym classes were run through the August 2021 lockdown meaning less impact on revenue for the club – the two-week credits given to all members were largely offset by the receipt of the wage subsidy received of \$51,469. The receipt of the wage subsidy allowed us to continue to pay our staff their normal wages through the period of lockdown. A number of families chose to donate their credits back to the club which we were very thankful for as fundraising and grant success was limited in 2021 due to covid restrictions.

The largest costs for the year were staff costs and rent. Staff costs increased in line with additional classes and competitions, wage increases, the introduction of cheerleading classes and staff. Administration wages increased with the appointment of the Programme and Administration Mangers. Rent increased with the move to the new premise and the conclusion of the lease of the previous premise. We received two months' rent free in the new premise.

Two Eurotramps that had been held in storage were sold to other Gymnastic Centres in NZ for a total of \$33,000 incl GST, this resulted in a book gain on sale of \$6,045. One is being paid over 12 months with \$15,000 to pay in 2022. Interest of \$450 was charged on this sale.

Grants and costs incurred for the new building were held in the Balance Sheet in the 2020 accounts. This was in anticipation of building a new premise at Fraser Park. Due to unsuccessful attempts at funding the new build the club instead elected to move to the current rented premise at 39 Randwick Road. This decision meant that all grants and costs previously held in the Balance Sheet needed to be moved to the P&L in 2021. The generous grant of \$208,162.50+GST received from the Hutt City Council covered costs already incurred and the cost to set up the new premise. As at the end of 2021 \$60,144 of the council grant remained to complete the set up.

This gave the Club an operational deficit of \$11,982 before depreciation.

The treasurer advised the increase of competitive fees, these went up last year by 1.5%, with the increase in wages it was agreed to do an increase of 3.5% as of Term3 2022.

MOTION: THE FINANCIAL STATEMENTS FOR THE YEAR 31 DECEMBER 2021 BE ADOPTED.

TRACEY JOE/ DARREN SEARS. Agreed by all.

ELECTION OF OFFICERS

The Secretary received 9 nominations they were:

Charlotte Haigh - Chairperson
James Fitzsimons– Deputy Chair
Tracey Joe - Treasurer
Marie Pye - Secretary
Annalise Austin – General Committee
Litsa Jackson – General Committee
Mark Sawyer – General Committee
Darren Sears– General Committee
Aaron Simmons – General Committee

MOTION: THE FOLLOWING MEMBERS WERE ELECTED TO THE COMMITTEE OF THE HUTT VALLEY GYMNASTICS CLUB: CHARLOTTE HAIGH, JAMES FITZSIMONS, TRACEY JOE, MARIE PYE, ANNALISE AUSTIN, LITSA JACKSON, MARK SAWYER, DARREN SEARS, ARON SIMMONS.

Nicole Manning/Michelle Woolf. Agreed by all.

The Chairperson congratulated the elected Committee Members and welcomed both Litsa and Mark on board this was followed by a committee group photo.

GENERAL BUSINESS AND MEETING CLOSE:

There had been no items of general business received.

The Chair closed the meeting at 6:37pm

I declare that these minutes are a true and correct record of the meeting:

Chairperson:

Date: