

Melbourne Midday Milers - 2018 Annual General Meeting

Minutes

Meeting Details

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| Meeting Date | Friday 9 November 2018 |
| Meeting Time | 6:00pm |
| Meeting Location | Assembly Hall Boyd Community Hub 207 City Road, Southbank |

Meeting Agenda

Welcome by Chairperson

1. Recording of Attendances, Proxies and Apologies

1a) Attendance (24)

Shane Fielding, Dale Nardella, David Hartley, Jesse Collins, Elisa Mooren, Glenn Goodman, Scott Stacey, Matthew Woods, Simon Tu, Steven Williams, Zoe Heath, Vonny Turamali, Ross Prickett, Luke Goodman, Chris Wade, Nicholas Bignell, Bella Richardson, Gary Zuccala, Julie-Ann Undrill, Robert Jones, Garth Calder, David Alcock, Tony Hally and James Chiriano.

1b) Proxies (18)

Laurence Irlicht (to Shane Fielding), Ewen Vowels (to Dale Nardella), Amy Yeo (to Nicholas Bignell), Ingrid Morrison (to Elisa Mooren), Antony Rickards (to Simon Tu), John Hand (to Vonny Turamali), Gary O'Dwyer (to Luke Goodman), Stephen Paine (to Glenn Goodman), Bao Hoang (to Chris Wade), Chris Rancie (to Scott Stacey), Nick Turner (to David Hartley), Mel Jansen (to Julie-Ann Undrill), Matthew Flynn (to Matthew Woods), Lauren Truefeldt (to James Chiriano), Anthony Mithen (to Tony Hally), Richard Does (to Ross Prickett), Hamish Cropper (to Dave Alcock), Dan Hall (to Garth Calder).

1c) Apologies (14)

Paul Gladwell, Rory Heddles, Dave Mellings, Anna Locarnini, Peter Larsen, Simon Walker, Matt Adams, Dan Langelaan, Joe Vaughan, Scott Smith, Luke Pengelly, Darren Bowden, Eric Louw, Janice De Vries, Mark Purvis.

Ordinary business

2. Confirm 2017 AGM minutes

Presented by Dale Nardella

Motion:

I move that the minutes be confirmed as a true and accurate record of the 2017 annual general meeting.

Moved– Luke Goodman / Seconded – Dave Alcock

All in favour. Carried unanimously.

3. Actions arising

Nil from 2017 AGM Minutes.

4. Receive and consider the Annual Report of the Committee

Presented by Shane Fielding

Motion:

I move that the annual report be adopted.

Moved – Glenn Goodman / Seconded – Bella Richardson

All in favour. Carried unanimously.

5. Receive and consider the financial statements of the Melbourne Midday Milers Incorporated for the 2017/18 financial year.

Presented by Dale Nardella on behalf of Richard Does

Motion:

I move that the financial statements be adopted.

Moved – Luke Goodman / Seconded – Stevie Williams

All in favour. Carried unanimously.

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6. Election of Office Bearers

Presented by Shane Fielding

Resolution:

To consider, and if thought fit, pass the following as an ordinary resolution:

"That the number of ordinary committee members be set at a maximum of 6 for the 2018/19 financial year."

Moved – Dave Alcock / Seconded – Glenn Goodman

All in favour. Carried unanimously.

All positions were declared vacant. The core responsibilities of each position were circulated prior to the meeting.



Microsoft Word
Document

The following nominations were received:

Executive Committee

Shane Fielding - President

Ewen Vowels - Vice President

Dale Nardella - Secretary

Richard Does - Treasurer

Elisa Mooren - Treasurer

David Alcock - Club Captain

General Committee

James Chiriano, Glenn Goodman, Luke Goodman, David Hartley, Zoe Heath, Elisa Mooren, Ingrid Morrison, Ross Prickett, Bella Richardson, Vonny Turamali and Julie-Ann Undrill

Ballot:

As per Rule 54, a ballot was held for the Treasurer and Ordinary members of the committee positions.

Executive committee positions

President – Shane Fielding

Vice President – Ewen Vowels

Secretary – Dale Nardella

Treasurer – Richard Does

Club Captain – Dave Alcock

Ordinary members of the committee positions (up to 6)

Committee 1 – James Chiriano

Committee 2 – Zoe Heath

Committee 3 – Elisa Mooren

Committee 4 – Glenn Goodman

Committee 5 – Luke Goodman

Committee 6 – Bella Richardson

Club events coordinator

A new (non-executive) role on the general committee will be established for 2019, titled 'Club events organiser'. At the start of each year, the full committee shall appoint an ordinary member of the committee to this position which will be responsible for:

- Managing and overseeing the promotion, communication, organisation, and participation of all club events (i.e. championship and non-championship events).
- Delegating necessary tasks to the general committee to assist with the above.
- Working with the handicapper and the executive committee to resolve any event issues that arise at club events.

Action: Following the 2018 AGM, the full committee shall appoint an ordinary member of the committee to the position of 'Club events coordinator'.

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7. Nomination of members of the Membership Application Sub Committee

Instead of Full Committee considering every joining member and sending out welcome pack this task is delegated to a membership application subcommittee. Traditionally the President and Secretary have performed this role.

Nominated: President and Secretary

To consider, and if thought fit, pass the following as an ordinary resolution:

“That the President and Secretary be appointed to the membership application sub-committee”

Moved – Bella Richardson / Seconded – Luke Goodman

All in favour. Carried unanimously.

8. Membership / Fees for 2018/19 and 2019/20

Resolution

To consider, and if thought fit, pass the following as an ordinary resolution:

“That:

- i. *The 2018/19 annual subscription be set at \$20;*
- ii. *The 2018/19 annual subscription be due and payable no later than 31 December 2018.”*

Moved – Luke Goodman / Seconded – Stevie Williams

All in favour. Carried unanimously.

To consider, and if thought fit, pass the following as an ordinary resolution:

“That:

- i. *The 2019/20 annual subscription be set at \$20;*
- ii. *The 2019/20 annual subscription be due and payable no later than 30 November 2019.”*

Moved – David Hartley / Seconded – Bella Richardson

All in favour. Carried unanimously.

General Business

9. Non-Financial

A. Appointment of non-Office Bearers (presented by Shane Fielding)

Resolution:

To consider, and if thought fit, pass the following as an ordinary resolution:

That the following members be appointed:

Handicapper – Michael Bialczak

Training programmer – Simon Bevege

Moved – David Alcock / Seconded – James Chiriano

All in favour. Carried unanimously.

B. Mental Health Awareness campaign (presented by Shane Fielding and Matthew Woods)

Following on from Smurf's powerful speech at the recent annual awards night, that highlighted the challenges of mental illness and emphasised the importance of the Melbourne Midday Milers in providing a support network, it is proposed that the club develops a mental health awareness campaign this financial year. The campaign would include the development of podcasts and awareness materials. It is also proposed that the creation of support groups would be beneficial for our members if they are experiencing mental health issues.

Discussion about this item raised two key issues. Julie-Ann Undrill queried the appropriateness of the podcast studio's 'links' to BetEasy and whether there was potential for this to send the wrong message (i.e. mixing betting with mental health). Scott Stacey queried whether experts would be utilised for the campaign to ensure those in need are getting the right support. Following this discussion the action below was updated to provide some additional governance around the development of the principles/framework (see last section).

Action: Following the 2018 AGM, a working group will be convened to develop the guiding principles and framework of the campaign. This working group would include one or more members of the main committee and any number of non-committee members who have an interest in participating. The working group will report its progress to the committee, including any proposals that are being

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considered for development.

The working group should ensure that the principles/framework:

- are consistent with the club's purpose;
- make it clear that conflict of interests are to be avoided or, where presented, can be managed appropriately; and
- any materials or support network provided to the club is sourced from appropriately qualified or experienced professionals in the area of mental health.

C. Club Code of Conduct (Presented by Shane Fielding)

I propose that the club implements a code of conduct.

The main objective of this Code would be to maintain responsible behaviour and the making of informed decisions by members and other participants in our Club.

It would outline our commitment to:

- welcome individuals of all abilities and backgrounds, allowing access to all persons within the community including juniors, individuals with a disability and socially isolated groups and individuals;
- respect the rights, dignity and worth of every member and other participants and treat all members and participants equally whilst valuing their diversity; and
- provide a safe and quality experience for our members and other participants, endeavouring to ensure our members and other participants have the right to enjoy their experience in a friendly and positive environment, free of harassment and intimidation and abuse.

This Code would inform everyone involved in our Club of his or her legal and ethical rights and responsibilities and the standards of behaviour that are expected of them. It would also cover the care and protection of children participating in our Club's activities.

Action: Following the 2018 AGM, a sub-committee will be convened as per rule 42(3)(b) to develop the code of conduct during this financial year. The sub-committee will also consider how the code of conduct is best implemented however I would recommend that as a minimum, rule 9 (1) (c) should be amended to make compliance with the code of conduct a condition of membership. This would require passing of a Special Resolution at either the next Annual General Meeting, or a Special General Meeting convened during the year in the event we wanted to implement the code of conduct earlier.

D. Gary O'Dwyer Best Club Person Award (Presented by Dale Nardella)

I propose that guiding principles be established for this award, as outlined in **Attachment 2**.

The purpose of establishing guiding principles is to ensure this highly recognised annual award continues to acknowledge outstanding individuals who have shown dedication, commitment and made a significant contribution to the operation of the club in a manner that is consistent with the values and behaviours that our held in high regard by club members generally.

Presently, there is no guidance for how this award should be considered and awarded by the club.

This has become apparent in more recent times as the club has grown significantly and a number of queries have been raised by newer members on how this all works. So I feel it is time to formalise.

The proposed guidance attempts to clarify the current system and the way it is generally approached. The only variance being that I propose that the Executive Committee determine the recipient primarily because it is regularly the case that general committee members are nominated for this award which makes the voting process unnecessarily tricky to manage. I propose that the guidance be endorsed.

Discussion about this item took place regarding the types of volunteering members could provide to be considered for this award including coaching. It was considered that the guiding principles (second bullet point) should be restructured to list the types of acts that could be considered and that this list was not exhaustive nor exclusive. The guiding principles were subsequently updated to reflect this.

Resolution:

To consider, and if thought fit, pass the following as ordinary resolutions:

That the proposed guiding principles for the Gary O'Dwyer Best Club Person Award included in Attachment 2 be ratified effective immediately for considering all future recipients of the Award.

Moved – Ross Prickett / Seconded – Scott Stacey.

All in favour. Carried unanimously.

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E. 2018 Championship Calendar (Presented by Shane Fielding)

Proposed draft calendar is shown in **Attachment 1**. It is more of a sequence than with firm dates as Athletics Victoria (AV) has not released its XCR 2019 calendar thus there are too many unknowns. It will be updated as soon as AV releases its schedule. Note as follows:

- a. The proposed calendar introduces a 'random draw of events' concept with the aim of creating more race variety and to keep interest/participation levels high throughout the year. Each event will be randomly determined immediately following the completion of the previous event. The newly appointed Club Events Coordinator shall lead the drawing of events process. All events featured in 2018 will feature in 2019. 2 Bridges and 5M's are the first two named events.
- b. 5M's course proposed to be held at Mornington Peninsula course with Geoff Nicholson's blessing as stage 1 time trial and post-event host.
- c. Similar to 2018, parkrun event is proposed to start from 1 January 2019 and finish the weekend before the Melbourne Marathon with the following rules:
 - *Result must be verifiable via parkrun website (no barcode = no result);*
 - *Must be a fully paid up Miler on the date you run; and*
 - *From 1 July onwards, we will endeavour to publish progressive results on the Milers website. If there are any mistakes or omissions, it is each member's individual responsibility to advise the club secretary on or by the Sunday in the week before MM.*

Original Resolution:

To consider, and if thought fit, pass the following as ordinary resolutions:

That the proposed draft calendar included in Attachment 1 be provisionally endorsed and revised with dates as soon as practicable after Athletics Victoria releases the 2019 XCR calendar and on an ongoing basis as events are randomly drawn.

Item (a) above was discussed and many considered that the events calendar should be locked down by the newly appointed Club events coordinator in consultation with members with a view to naming/selecting events for the year rather than drawing them. It was considered more beneficial knowing which events were coming up at certain times of the year as you could effectively organise your racing/training year and plan ahead particularly for marathon preparation. It was also felt this would better help the club promote events to newer members. As a result, all present agreed to amend the original resolution as follows:

Amended Resolution:

To consider, and if thought fit, pass the following as ordinary resolutions:

That the proposed draft calendar included in Attachment 1 be provisionally endorsed and revised with dates as soon as practicable after Athletics Victoria releases the 2019 XCR calendar as well as events scheduled by the Club Events Coordinator.

Moved - Zoe Heath / Seconded – Nicholas Bignell

All in favour. Carried unanimously.

F. Club Championship point scoring system (Presented by Shane Fielding)

Resolution:

To consider, and if thought fit, pass the following as an ordinary resolution:

That the existing Club Championship point scoring system of 2018 be retained for 2019, and that the club continues with the "drop your worst two results" format for males and "drop your worst four results" format for females".

Moved - Stevie Williams / Seconded – James Chiriano

All in favour. Carried unanimously.

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10. Financial

A. Bank account signatories (presented by Shane Fielding)

Rule 48(a)(1)(d) requires the Treasurer to ensure cheques/payments are signed by at least two committee members.

Resolution:

To consider, and if thought fit, pass the following as an ordinary resolution:

“That the President, Secretary Treasurer and Club Captain are appointed as a signatories to the Club’s account with Bendigo Bank and are permitted to authorise payments and/or sign cheques as requested by the Treasurer”

Moved – Luke Goodman / Seconded – Bella Richardson

All in favour. Carried unanimously.

B. Proposed MMM Prizes (Presented by Shane Fielding)

The following table indicates the proposed prizes and awards for the 2018/19 financial year.

| Event | Championship Event | Trophy | Prize |
|--|--------------------|-----------|-------------------------|
| Mile handicap | ✓ | Perpetual | Sponsor or \$50* |
| Killer loop | ✓ | | Sponsor or \$50* |
| Max Howard tan handicap - Winner - Last place | ✓ | Perpetual | Sponsor or \$50* |
| Peter Moor 2000m handicap | ✓ | | Sponsor or \$50* |
| 3000m handicap | ✓ | | Sponsor or \$50* |
| 5000m handicap | ✓ | | Sponsor or \$50* |
| 10km scratch | ✓ | Perpetual | |
| 5M’s relay (winning team) | ✓ | | |
| 5M’s relay (runner of the day) | | ✓ | Sponsor or \$50* |
| Two bridges relay | ✓ | | |
| Best parkrun age grade | ✓ | | Sponsor or \$50* |
| Club champion - 1 st - 2 nd - 3 rd | | Perpetual | \$350 \$200 \$100 |
| Chas Harcoan 50+ champion | | Perpetual | \$100 |
| Winter romp | | Perpetual | Sponsor or \$50* |
| Fastest tan# | | ✓ | |
| Fastest marathon | | ✓ | |
| Best marathon age grade | | | Sponsor or \$50* |
| Dirty sock | | Perpetual | |
| Pink slipper | | Perpetual | |
| Gary O’Dwyer best clubperson | | Perpetual | |

Notes:

* Where no sponsors prize is available, prize will be \$50 cash

Fastest tan must occur at a club organised event or time trial. AV tan relay is excluded.

Male and female awards will be presented for those highlighted in yellow. All others events have no gender category

The proposed 2018-19 prizes are essentially the same as those that were on offer in 2017-18 except:

- new trophy and prize for 5M's runner of the day;
- the 10km age grade prize has been dropped as it is considered highly likely the same person would also win the parkrun age grade award; and
- the fastest tan award only to be based on runs which occur at a club organised tan handicap

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event or time trial. AV tan relay results excluded.

In 2018, the club introduced a number of new prizes largely in recognition of our female championship which commenced in 2018 and a maximum budget of \$2,000 for prizes was set. As several prizes were provided by Melbourne Sports Medicine Centre, the club's actual spend on prizes in 2018 was \$1500 (excluding engraving and trophies).

The 2018/19 budget proposes essentially the same scale of prizes.

Resolution:

To consider, and if thought fit, pass the following as an ordinary resolution:

"That prizes and trophies be awarded based on the above table."

Moved – David Hartley / Seconded – Stevie Williams

All in favour. Carried unanimously.

C. 2018-19 Budget (Presented by Shane Fielding)

The following Budget is proposed for 2018-19:

| | Notes | 2018/19 Budget | 2017/18 actual |
|---------------------------|--|----------------|----------------|
| | | \$ | \$ |
| Revenue | | | |
| Membership | | 4,500 | 5,067 |
| Merchandise sales | | 0 | 10,891 |
| 5M's entry fees | | 0 | 0 |
| Presentation dinner | | 0 | 2,720 |
| Interest | | 30 | 42 |
| Total Revenue | | 4,530 | 18,720 |
| Expenses | | | |
| Club championship prizes | 1 | 1,900 | 1,500 |
| AV affiliation | | 350 | 306 |
| Christmas breakfast | 2 | 250 | 137 |
| Merchandise | 3 | 0 | 11,495 |
| 5M's expenses | 4 | 1,100 | 934 |
| Presentation dinner | 5 | 300 | 2,830 |
| Marketing/flags/banners | 6 | 200 | 156 |
| Engraving and trophies | 7 | 300 | 391 |
| Web hosting & development | | 230 | 220 |
| CAV fees | | 60 | 57 |
| Total Expenses | | 4,690 | 18,026 |
| Net Profit | | -160 | 694 |
| Notes: | | | |
| 1 | Prizes under budget due to MSMC sponsorship | | |
| 2 | Propose a \$250 budget for the Xmas breakfast. It's unrealistic to feed 50+ people for \$100 and I suspect some contributors are not claiming reimbursements. | | |
| 3 | There is no budget for merchandise as all stock is sold at cost. Note the we fully expense merchandise and therefore do not record stock on hand as an asset, however we currently hold approx \$1400 stock. | | |
| 4 | Propose an slight increase to 5M's budget to accommodate higher participation numbers. | | |
| 5 | Presentation dinner budget relates to expenses only. All attendees pay for own food & drink | | |
| 6 | Propose we introduce a \$200 marketing budget for any opportunity that may arise or additional banners/flags/etc. | | |
| 7 | New trophies purchased this year for female championship and to renew old tired trophies, hence over budget | | |

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A query was raised regarding the membership revenue figure of \$5067 for 2017-18 given the set membership fee of \$20 p.p. Following the meeting, the Treasurer clarified that it is an irregular figure due to some variances in fee receipts:

- A member inadvertently paid \$48 for the awards night instead of \$40. Rather than refund it was agreed that \$8 would be an advance payment of next year's membership.
- There was a random glitch where for one member the merchant fees (\$0.66) got charged to the club rather than the person registering. The glitch was rectified and \$0.66 was forgiven, thus the club received \$19.34 instead of \$20.

Resolution:

To consider, and if thought fit, pass the following as an ordinary resolution:

"That the Budget (as tabled above) is approved for 2018-19".

Moved – Bella Richardson / Seconded – Stevie Williams

All in favour. Carried unanimously.

Resolution:

To consider, and if thought fit, pass the following as an ordinary resolution:

That the Treasurer has the discretion to approve any single item above budget up to a limit of 10%. Proposed expenditure in excess of the 10% threshold must be approved by a majority of the executive committee.

Moved – Luke Goodman / Seconded – Dave Alcock

All in favour. Carried unanimously.

11. Meeting Close 9:50pm

Attachment 1

| Month | Date | Confirmed | Details |
|-------|-----------------|-----------|-----------------------------|
| Jan | 21 Dec - 28 | Y | School holidays |
| | Jan | | |
| Feb | Tue 5 | Y | Summer tan timetrial |
| | Tue 12 | | Two Bridges relay |
| | Sun 24 | | Wangaratta marathon |
| Mar | Sun 3 | Y | Tokyo marathon |
| | Sun 3 | | 5M's - Mornington Peninsula |
| | Mon 11 | Y | Labour day |
| | Sun 17 | N | R4TK's |
| | Tue 26 | | MMM event 3 |
| | Fri 29 | Y | Oxfam Trailwalker |
| Apr | 6 Apr - 22 Apr | Y | School holidays |
| | Fri 12 - Sun 14 | Y | Milers golf weekend |
| | Sun 14 | Y | Canberra marathon |
| | Sat 20 | N | AV-XCR Round 1 |
| | Thu 25 | Y | ANZAC day |
| | Tue 30 | | MMM event 4 |
| May | Sat 4 | N | AV-XCR Round 2 |
| | Sun 5 | Y | Puffing Billy |
| | Thu 9 | | Autumn tan timetrial |
| | Sun 12 | Y | Mother's day |
| | Tue 14 | | MMM event 5 |
| | Sat 25 | N | AV-XCR Round 3 |
| Jun | Mon 10 | Y | Queen's birthday |
| | Sat 15 | N | AV-XCR Round 4 |
| | Tue 25 | | MMM event 6 |
| Jul | 29 Jun - 14 Jul | Y | School holidays |
| | Sat 6 | N | AV-XCR Round 5 |
| | Sun 7 | Y | Gold Coast marathon |
| | Sun 21 | N | 10km scratch / Albert Park |
| | Sun 28 | Y | Run Melbourne |
| Aug | Sat 3 | N | AV-XCR Round 7 |
| | Thu 8 | | Winter tan timetrial |
| | Sun 11 | N | City2Surf |
| | Sat 17 | N | AV-XCR Round 8 |

MMM championship event

MMM non points event

AV event

Date to be avoided

All races (9):

Mile handicap

5Ms

Killer Loop

3000m handicap

Two Bridges relay

5000m handicap

10km scratch

Peter Moor 2000m handicap

Max Howard tan handicap

| | | | |
|--|--------|--|-------------|
| | Tue 27 | | MMM event 8 |
| | Fri 30 | | Winter Romp |

| | | | |
|-----|----------------|---|-----------------|
| Sep | Sun 1 | Y | Father's day |
| | Sun 1 | | AV-XCR Round 9 |
| | Sat 14 | | AV-XCR Round 10 |
| | Tue 17 | | MMM event 9 |
| | 21 Sep - 6 Oct | Y | School holidays |

| | | | |
|-----|--------|---|--------------------|
| Oct | Sun 13 | Y | Melbourne marathon |
| | Fri 18 | Y | Awards night |

| | | | |
|-----|--------|---|----------------------|
| Nov | Tue 5 | Y | Melbourne cup |
| | Tue 13 | | Spring tan timetrial |

| | | | |
|-----|--------|---|-------------|
| Dec | Tue 17 | Y | 100 x 100 |
| | Wed 18 | Y | Xmas brekky |

Attachment 2

Gary O'Dwyer Best Club Person Award

Guiding Principles

Purpose

The purpose of this award is to acknowledge outstanding individuals who have shown dedication, commitment and made a significant contribution to the operation of the club in a manner that is consistent with the values and behaviours that are held in high regard by club members generally.

Guiding Principles

To be considered for this annual award the individual:

- must be a current financial club member;
- continually volunteers their time, to the extent possible, in various aspects of the club including but not limited to:
 - committee membership;
 - event participation and/or co-ordination;
 - training, mentoring;
 - coaching;
 - promotion; and/or
 - pacing,
- goes beyond the call of duty and makes a dedicated contribution for the overall benefit of the Club and its members;
- is respectful and acts in the best interests of all club members;
- encourages good sportsmanship and fairness; and
- connects and supports members achieve their running ambitions/goals.

Selection

The Secretary will call for nominations by 1 August of the current year. Nominations by members must be in writing to the Secretary and should provide their substantive reasons for the nomination by no later than 1 October of the current year.

The Executive Committee will consider all submissions and select the nomination(s) which most closely meets the guiding principles.

Decisions made by the Executive Committee are final.

Presentation

The winning nominee will be generally be announced at the annual presentation night, however circumstances may warrant the Executive Committee to defer the presentation to a more suitable date. The successful recipient will have their name engraved on the perpetual Gary O'Dwyer Best Club Person Award trophy.