

## Minutes of the Annual General Meeting

6.30pm, Tuesday 4 May

Location: Virtually via Google Meet

<b>Chair</b>	Andrew Taylor, President
<b>Minutes taker</b>	Saide Thomas, Secretary
<b>Attendees</b>	Appendix I
<b>Apologies</b>	Appendix II
<b>Items of Business</b>	<p><b>1. Confirmation of a quorum being present</b> 15 persons were present, representing 17 members and 1 Club.</p> <p>There were a total of 18 votes out of the 141 members. A representation of 12.77% of members.</p> <p>Confirmation was made that a quorum of 10% or more members was met.</p> <p><b>2. Welcome by President</b> Andrew Taylor, President of Ice Skating Victoria welcomed all present to the meeting.</p> <p><b>3. Confirmation of the minutes</b> 3.1 The Minutes of the 107th Annual General Meeting of Ice Skating Victoria Incorporated, held 9am, Saturday 1 February 2020 were reviewed as distributed.</p> <p><i>Motion that the minutes of the 107th Annual General Meeting are approved as a true and accurate record of the meeting.</i></p> <p>Proposed: Andrew Taylor Seconded: Phil Bisset</p> <p>The motion was carried unanimously.</p> <p>3.2 The Minutes of the Special General Meeting of Ice Skating Victoria Incorporated, held 6.30pm, Monday 16 February 2021 were reviewed as distributed.</p> <p><i>Motion that the minutes of the Special General Meeting are approved as a true and accurate record of the meeting.</i></p>

Proposed: Andrew Taylor  
Seconded: Sadie Thomas

The motion was carried unanimously.

**4. Receipt of the Annual Report of the Board (Appendix III)**

Andrew Taylor put forward the Annual Report of the Board.

*Motion to accept the Annual Report of the Board 2020.*

Proposed: Andrew Taylor  
Seconded: Mark Storton

The motion was carried unanimously.

**5. Receipt of the Financial Report (Appendix IV)**

Mike Thacker put forward the Financial Report of the Board.

*Motion to accept the Financial Report of the Board 2020.*

Proposed: Mike Thacker  
Seconded: Wendy Meik

The motion was carried unanimously.

**6. Appointment of an Auditor**

An Auditor was not appointed because the Ice Skating Victoria financials were under the required threshold.

**7. Receipt of the election results from the Returning Officer**

There were no more nominations than positions which meant an election was not required.

*Motion to duly elect the nominees, listed below, to the roles of Director of Ice Skating Victoria for the period of two years.*

*Nominees:*

- *Phil Bisset*
- *Wendy Mek*
- *Pamela Nicol*
- *Mark Storton*
- *Andrew Taylor*
- *Lexi Wooderson*

Proposed: Andrew Taylor  
Seconded: Mike Thacker

The motion was carried unanimously.

*Motion to duly elect the nominee, Catherine Santos to the role of Director of Ice Skating Victoria for the period of one year.*

	<p>Proposed: Andrew Taylor Seconded: Mark Storton</p> <p>The motion was carried unanimously.</p> <p>Andrew Taylor on behalf of the members thanked Mike Thacker for serving in the role of Treasurer for 18 months. Mike decided not to stand for a role in 2021.</p> <p>Andrew Taylor on behalf of the members thanked Sadie Thomas for serving in the role of Secretary for 12 months. Sadie decided not to stand for a role in 2021.</p>
<b>Meeting closed</b>	6.45pm

## **Appendix I: Attendees list**

- Bronwyn Argentino (on behalf of member Alessandra Argentino - 20210882)
- Philip Bisset - 20016139
- Sharon Hedley - 20036789
- Wendy Meik - 20016756
- Alice Murray - 20653624
- Kaitlyn Nathanson - 20740245
- Pamela Nicol - 20013911
- Elizabeth Ryan - 20675859
- Catherine Santos - 20014248 (and on behalf of Ella-Grace Santos - 20082651)
- Mark Storton - 20020318
- Andrew Taylor - 20009878
- Catherine Taylor - 20661031
- Michael Thacker - 20014673
- Sadie Thomas - 20010857 (and on behalf of Kaylee Thomas - 20012651)
- Lexi Wooderson - 20013589
  
- Melbourne Figure Skating Club (represented by Delegate and club President, Bronwyn Argentino)

## **Appendix II: Apologies**

No apologies received.

## **Appendix III: Annual Report of the Board**

# Annual Report 2020

There has not been a more challenging year for Victorian Figure Skating in the 108 year history of Ice Skating Victoria, than the tumultuous year that was 2020. It was the first year in living memory that the Victorian Figure Skating Championships was cancelled along with numerous other events and test sessions.

After strong results at the 2019 Australian Figure Skating Championships, 2020 should have been a very successful year for Victorian athletes. However, our athletes spent more time off the ice than on. The combination of Victoria's two lockdowns meant 214 days off the ice, or 59% of the year.

Adapting quickly to the changes, there was an increase in off ice activities, and coaching sessions conducted virtually via video calls. Athletes embraced the changing environment and continued their training, preparing for when skating would resume.

As well as being tough for Ice Skating Victoria members, the coaches and ice skating facilities also felt the struggle of the lockdowns. All ice surfaces melted away from 9 July. After a lot of waiting, all three ice rinks, and all four ice surfaces were reinstated, with the last being completed in recent weeks.

Although there were a lot of cancellations in 2020, some events did take place, and at these handful, Victorian athletes put out some outstanding performances.

In February, the international adult event, ANZAS, was held at O'Brien Icehouse. In what ended up being the only event held in Victoria in 2020. ANZAS saw a large collective of the Adult skating community take to the ice and represent Australia with pride. This event will return to O'Brien Icehouse in 2022 once again hosted by Ice Skating Victoria.

Moving the focus overseas, there was significant international travel for Ice Skating Victoria members prior to March. A cohort of Adult athletes trekked off to a variety of events, and some of the Junior athletes competed at ISU events.

At the Four Continents Figure Skating Championships in Seoul, South Korea, Senior Ice Dancers Holly Harris and Jason Chan finished 9th in the field of 16 with a score of 161.05.

Just a few weeks before Australia went into lockdown, Victoria Alcantara took to the ice for her debut Junior World Figure Skating Championships held in Tallinn, Estonia. Victoria finished in 42nd place.

A few weeks later Holly and Jason were set to attend the World Figure Skating Championships in Montreal, Canada. Unfortunately the event was cancelled in what was a disappointing end to the international figure skating season.

With lockdowns in place, the Ice Skating Victoria Council switched focus to restarting the sport. Working with the Victorian Government's Department of Sport and Recreation, Ice Skating Victoria developed the Figure Skating Return to Play Plan to allow figure skating to resume training once ice rinks reopened.

Significant policy work was also undertaken in 2020 with 10 significant policy updates published in January 2021, and a new Constitution implemented in February 2021. The policy work will continue in 2021 to ensure all policies have been reviewed and updated to meet the current needs of members.

Moving into the 2021 membership year, events are ramping up, and multiple test sessions have already been held. An enhanced Athlete Development program will start taking shape over the next two months to boost participation in the sport and assist in the recovery from 2020.

Ice Skating Victoria are working hard to ensure the 2021 season is as normal as possible, and an encouraging environment for athletes and the wider skating community. Members are asked to be mindful that the ever evolving Government restrictions may mean last minute changes to schedules, policies, plans and events. Ice Skating Victoria asks for your understanding and support while navigating this challenging environment.



## **Appendix IV: Financial Report**

## Ice Skating Victoria Treasurer Report for the Period 1 January 2020 to 31 December 2020

The reports are as stated and meet the Financial Statements and Auditing Requirements for Incorporated Associations set out by Consumer Affairs Victoria. As the total revenue for the year was less than \$250,000, ISV was considered a Tier 1 entity and there was no requirement to have the financial statements externally reviewed or audited.

In prior years we had been provided an audit service from JPH Accountants, the owner of which was the partner of one of our members. We were advised in January 2021 that JPH Accountants sold during the 2020 year and this service was no longer available to us as an honorarium. As a Chartered Accountant myself (ICANZ No. 333301), I approached one of my peers to review the 2020 accounts presented and to provide a comfort letter which is attached to this report. This comfort letter is not an audit. Should the members and/or directors decide the accounts are to be audited each year – a new auditor will need to be sought and a fee may be charged.

My major project for the 2020 year was upgrading the reporting system from MYOB to a Cloud based paperless system. This has been completed with financial reporting now completed in Xero and paperless reporting wherever possible.

All 2019 AFSC payments and receipts have been completed bar some of the Judges / Officials reimbursements. As of writing this report (14 March 2021), two payments remain for a total \$150 still payable. We have made many attempts to contact these recipients but have not had any success.

All other Accounts Payable and Receivables reported as at 31 December 2020 have been subsequently received / paid.

I would like to thank the Committee and our members for all their help and support during my time on the ISV Council. I have learned so much in the past few years and have really enjoyed learning the Data Entry roll at competitions.

2020 was a challenging year on many fronts and particularly for me health wise and for my in-laws health also. I will not be seeking to continue on ISV for the 2021 year - but do hope to be in a position to return in the future. I will still be around to volunteer at competitions and look forward to Victoria returning to the ice again soon.

Warm regards



Mike Thacker



**WILSON PATERAS**  
ACCOUNTANTS & ADVISORS

4<sup>th</sup> March 2021

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The Members of Ice Skating Victoria Inc.

### Report on the Financial Report

I have reviewed the accompanying financial report of Ice Skating Victoria Inc (the association) which comprises the Balance Sheet as at 31<sup>st</sup> December 2020 and Profit and Loss statement for the year ended 31<sup>st</sup> December 2020.

### Independence

In conducting my review, I have complied with the independence requirements of the Australian professional ethical pronouncements.

### Opinion

Based on my review, which is not an audit, I am of the opinion that the financial report presents fairly, in all material respects, the financial position of Ice Skating Victoria Inc as at 31<sup>st</sup> December 2020 and of its financial performance for the year ended on that date in accordance with the Associations' Incorporation Reform Act 2012.

  
Peter Watmuff  
FCA

Wilson Pateras Accounting Pty Ltd  
Ground Floor, 40 River Boulevard Richmond VIC 3121

Date:

*4<sup>th</sup> March 2021*

# Profit and Loss

## Ice Skating Victoria Inc For the year ended 31 December 2020

2020

### Trading Income

Aussie Skate Rebates - ISA	1,860.00
Banquet Entry Fees - Singles	2,475.00
Club Affiliation Fees	2,550.00
Competition Fees	16,059.00
Grants Received	3,935.94
Interest Income	93.14
Membership Fees	25,470.00
Other Income	66.00
Practice Ice Fees	700.00
Test Fees	4,495.00
<b>Total Trading Income</b>	<b>57,704.08</b>

### Gross Profit

57,704.08

### Operating Expenses

Accounting Software Expenses	504.09
Athlete Distributions	100.00
Banquet Expenses - Singles	2,249.01
Banquet Expenses - Synchro	69.99
Catering Expenses	1,146.18
Computer Expenses	1,474.23
Consumer Affairs Expenses	118.50
Entry / Accreditation Pass Expenses	260.00
Entry Fee Surcharges	146.06
General Expenses	79.43
Ice Hire Expenses	8,732.50
ISA - Membership Fees	4,050.00
ISA Affiliation Fees	1,320.00
ISA Test Fees	480.00
Judges & Officials Gift Expenses	54.00
Judges & Officials Reimbursements	458.00
Kiss & Cry Expenses	250.97
Medals & Trophies	963.24
Merchandise & Uniform Expenses	1,084.55
Postage Expenses	173.00
Printing Expenses	82.24
Subscription Fees	600.54
<b>Total Operating Expenses</b>	<b>24,396.53</b>

### Net Profit

33,307.55

# Balance Sheet

## Ice Skating Victoria Inc As at 31 December 2020

31 DEC 2020

### Assets

#### Bank

Westpac - Debit Card	978.59
Westpac - Transaction Account	14,630.99
Westpac Business Cash Reserve	55,009.01
<b>Total Bank</b>	<b>70,618.59</b>

#### Current Assets

Accounts Receivable	850.00
<b>Total Current Assets</b>	<b>850.00</b>

#### Fixed Assets

Computer Equipment	4,053.01
<b>Total Fixed Assets</b>	<b>4,053.01</b>

**Total Assets** 75,521.60

### Liabilities

#### Current Liabilities

Accounts Payable	4,050.00
Sundry Creditors	275.00
<b>Total Current Liabilities</b>	<b>4,325.00</b>

**Total Liabilities** 4,325.00

**Net Assets** 71,196.60

### Equity

Current Year Earnings	33,307.55
Retained Earnings	37,889.05
<b>Total Equity</b>	<b>71,196.60</b>

# Aged Receivables

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## Ice Skating Victoria Inc December 2021

	Current	November	October	September	Older	Total
<b>Receivables</b>						
Olympic Figure Skating Club	-	-	-	-	850	850
<b>Total Receivables</b>	-	-	-	-	<b>850</b>	<b>850</b>
	0.0%	0.0%	0.0%	0.0%	100.0%	

# Aged Payables Detail

## Ice Skating Victoria Inc As at 31 December 2020

INVOICE DATE	DUE DATE	INVOICE REFERENCE	CURRENT	< 1 MONTH	1 MONTH	2 MONTHS	3 MONTHS	OLDER
<b>Ice Skating Australia Inc</b>								
14 Dec 2020	31 Dec 2020	Inv-1578	4,050.00	-	-	-	-	-
<b>Total Ice Skating Australia Inc</b>			<b>4,050.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total</b>			<b>4,050.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**AFSC 2019 Judges + Officials Reimbursements (Non Victorians) - Payments Outstanding as at 31.12.2020**

<b>Name</b>	<b>State</b>	<b>Amount</b>	<b>Bank Account Details Provided</b>	<b>Notes</b>	<b>Payment Date</b>	
Kristian Ryan	NSW	75	Y	Account ending 017 Rejected	06.06.2020	<b>Rejected</b>
Sandra Williamson-Leadley	NZL	75	N	No Details Provided		
Rachel Caughley	QLD	125	Y	Account details received on 20.12.2020	03.01.2021	<b>Paid</b>
		<u>275</u>				