



Swimming NT Annual General Meeting – Minutes

Saturday 20th October 2023

Knotts Crossing, Katherine

Time – 12:00pm

Present

Swimming NT Board

Mark Edwards	Vice President / Chair
Craig Markham	Director
Megan Gallagher	Director
Melanie Lei	Director
Pru Ducey	Director
Ruwan Perera	Director
Ursula Sulatycki-Hollaway	Director

Swimming NT Staff

Warren Dopson	Chief Executive Officer
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Delegates

Karen Markham	President Alice Springs Swimming Club
Robyn On	President Casuarina Swimming Club
William Young	Interim President Darwin Swimming Club
Greg Miller	President Katherine Swimming Club
Shane Guiney	President Nhulunbuy Swimming Club
Alessandra Freijah	President Nightcliff Swimming Club

Others:

Adrian Tonkin	Casuarina Swimming Club
Amanda Bagley	Nightcliff Swimming Club
Chantel Holloway	Nightcliff Swimming Club
Fiona Sandell	Casuarina Swimming Club
Jo Hetherington	Casuarina Swimming Club
Katherine Reynolds	SNT Technical Manager
Kathleen Rochford	Darwin Swimming Club
Matthew Smith	President Kununurra Swimming Club
Michelle Fendt	Alice Springs Swimming Club
Sam Bricknell	Casuarina Swimming Club



Meeting Opened 12.04pm

Vice President welcomed all Club Delegates and those attending.

- Noted that he was filling in due to the illness and subsequent apology from SNTI President.

General

1. Apologies

Tamara Keane – SNTI Independent President

2. Roll Call of Delegates

- Delegate roll call confirmed all delegates present except delegate from Palmerston & Rural Swimming Club.
- Chair confirmed that there was a quorum.

3. Confirmation of Previous Minutes 22nd October 2022

Motion: To Accept the minutes of the SNT AGM on the 22nd October 2022.

Moved: William Young

Seconded: Karen Markham

Motion was unanimously accepted.

Ordinary Business

4. Accounts and Reports

- ***Receive and consider the annual accounts and the reports of the Board and the auditors for the year ending 30 June 2023***

In accordance with the constitution members received the auditor report dated the 30 June 2023, 2 weeks prior to the AGM.

Melanie Lei explained the approx. \$12,877 surplus for the year as well as highlighting the write-off of the Casuarina booth (\$19,566) and depreciation of (\$6,565) for an operating surplus of \$39,008. Melanie asked if there were any questions regarding the document.

Motion: To accept the audited financial accounts for the 2022-23 financial year.

Moved: Robyn On

Seconded: William Young

Motion was unanimously accepted.

- ***Adoption of the Swimming NT Budget***

Mark mentioned that the budget had been ratified by the SNTI Board at a previous Board meeting and had been provided to members with the final AGM Agenda.

Mark introduced Melanie Lei as the Director SNT Board who addressed members regarding the proposed budget for 2023 / 2024.

Mel noted an operating loss of approx. \$21k, largely given due to the \$25k investment in swimmer development. Revenue was down due to lower grant funding opportunities and subsequently, expenditure was down due to the reduction of a staff member.



Mel asked if there were any questions or concerns.

- ✚ Question was raised by William Young from Darwin SC regarding the level of investment as well as the direction of that investment. This was answered by SNT CEO Warren Dopson who indicated that development had already been started with a significant level of activity supplied around the Country Champs with the JX clinic, Senior Swimmer Clinic, Technical Officials Training Day, as well as the launch of the Women's Health Initiative. Warren also indicated that he is hoping to finalise the development strategy by the end of November but has already been working with Swimming Australia to assist with camps and clinics for all levels of swimmer and coach especially.
- ✚ Question was raised by William Young from Darwin SC regarding the level of money in the bank account of Swimming Northern Territory and that some of that money should be spent on development. Melanie indicated that there was a healthy bank balance now, but the Board had to be prudent, as it was only 5-6 years ago that SNTI was nearly bankrupt. Mark indicated that the budget is a live document and he welcomed submissions from delegates regarding activities that could be run by SNT. Mark agreed that the Board will have a look at an acceptable level of funds to be maintained in SNT accounts to offset any issues that may arise into the future.

Motion: To ratify and accept the budget for the 23/24 Season.

Moved: Robyn On

Seconded: Alessandra Freijah

Motion was unanimously accepted.

- **Annual Membership Fees** *(attached in Annexure 1)*

Mark asked Warren to discuss the proposal for membership fees as ratified by the Board at their last meeting. Warren explained that the fees for this year had been changed at the June SGM to allow for the insurance component to be added to the SNT base fee, to reduce the burden on clubs to pay the insurance, when it was the one of the objectives of SNT to increase memberships. As such, Warren indicated that the base fee had not changed since the 2020-21 season and that for the 2024-25 season, this component of the fees would be increased by approx. 6%, as per current CPI figures and the insurance portion would be raised by 3%, half of CPI. Warren noted that it is extremely difficult to set fee structures 9 months out from the beginning of the season and is something that should be looked at.

Warren also noted the possibility of Swimming Australia allowing pay by the month memberships, so a fee structure was included to account for this, if the possibility was available. Warren indicated that the pay by the month fees carried a 15% (approx.) levy, given the possibility of people cancelling their direct debits and not repaying.

- ✚ A question was raised from the floor regarding the monthly fees to ensure they were not a single month fee, but a breakup of an annual fees into monthly instalments. Warren advised that this was correct.

An addition fee proposed by SNT was the inclusion of a SNT fee for parents / guardians, coaches and technical officials, to ensure they were covered by insurance during club, state or national events, as a fee-paying financial member. This was introduced as a nominal fee to remove any doubt as per requirements around being a financial member.

- ✚ Kathleen Rochford indicated that she had been paying a \$25 fee as part of Darwin Swimming Club. Warren indicated that there was no fee from SNT or Swimming Australia and as such, it left a doubt as to the status of being a financial member in the realms of insurance.



Motion: To accept and ratify the Annual Affiliation and Membership Fee proposed for the 2024-25 financial year.

Moved: Robyn On

Seconded: William Young

Motion was unanimously accepted.

5. Presidents Report – Mark Edwards

Reference the Presidents Report in the Annual Report.

Mark indicated he compiled the President's Report as he was the President at the end of the financial year.

Mark announced that the report was taken as read, there were no questions.

6. Chief Executive Officer Report – Warren Dopson

Reference to the CEO Report in the Annual Report.

Warren referenced his first 6 months in the role and that it had been extremely challenging with some items that popped up, but that whilst not progressing as far as hoped, he was confident that SNT was heading in the right direction.

Mark announced that the report was taken as read, there were no questions.

7. Annual Report

Adoption of Swimming NT Annual report.

Mark referenced that all delegates were given a copy of the Annual Report. Warren made a note that it was also available on the Swimming Northern Territory website.

Motion: To accept the 2022-23 SNT Annual Report as circulated, including the President and Chief Executive Officer reports.

Moved: William Young

Seconded: Shane Guiney

Motion was unanimously accepted.

8. Election of Office Bearers

Mark handed control of the meeting to Warren to declare the outgoing Board positions vacant, indicating that there are 4 positions vacant currently on the board.

As there are 4 nominations received, no election needed.

As per the 21st of October 2023 the following Board Members were deemed elected:

- Mark Edwards (2-year term)
- Ruwan Perera (2-year term)
- Ursula Sulatycki-Hollaway (2-year term)
- Adam Walo (2-year term)



Ongoing Board Members:

- Pru Ducey (1 year remaining)
- Megan Gallagher (1 year remaining)
- Craig Markham (1 year remaining)
- Tamara Keane (1 year remaining – Independent appointee)

Warren and Mark both congratulated and thanked Mel for her contribution to the board and saving SNT from financial uncertainty.

Mel thanked everyone for her involvement in swimming at Casuarina through to being a board member.

9. Other Business

✚ Appointment of Auditor for the 2023-24 financial year.

Warren recommended Swimming Northern Territory should remain with BDO for auditing purposes. The price of the audit is around \$4,500.

Motion: To appoint BDO as the auditor for SNTI for the 2023-24 financial year.

Moved: William Young

Seconded: Shane Guiney

Motion was unanimously accepted.

✚ Kununurra Affiliate Membership

Warren had received an application from Kununurra Swimming Club (Crocs) for affiliate membership, after being awarded provisional membership in March 2023. Warren indicated the application was correct and they had met the requirements for affiliate membership.

- ✚ A question was raised from William Young regarding the difference between Affiliate and Provisional Membership. Warren indicated that it was basically that affiliate members were able to have voting rights at SNT Meetings and they were able to be given assistance through funding from SNT.

Motion: To accept Kununurra Swimming Club as a Full Affiliate member of Swimming Northern Territory.

Vote: Yes – 6 votes

No – 0 votes

Abstain – 0 votes

Motion was unanimously accepted.

✚ Life membership

Warren advised that 2 nominations for Life Membership of SNTI were received this year. As per the SNTI Constitution, a Service Award and Life Membership Committee was established with members including current SNTI Life member Clare Labowitch, SNT Board Member Megan Gallagher and former SNT CEO Lee-Ann Reader. Warren advised that the committee had recommended that both nominees be awarded Life Membership of SNT. This was ratified by the SNT Board at the last Board Meeting.

First Life Membership was awarded to Amanda Bagley

Speakers included Alessandra Freijah, Katherine Reynolds and Warren Dopson, with written support from NT Chief Minister Natasha Fyles.



Second Life Membership was awarded to Melanie Lei

Speakers included Robyn On, Mark Edwards and Warren Dopson, with written support from former SNTI President Garry Lambert.

Mark Edwards thanked all and closed the meeting.

Meeting closed: 12:51 pm



Annexure 1

SWIMMING NORTHERN TERRITORY

2024-25 Membership Fees

As passed at the 2023 Swimming Northern Territory (SNT) Annual General Meeting (AGM), the 2024-25 SNT membership fee structure is established.

(**Note:** Fees do not include GST)

Club Affiliation Fees

Club Affiliation	2023-2024 Fee	2024-2025 Fee	Variance	Comment
Darwin & Surrounds	\$500.00	\$500.00	0%	No Adjustment – new structure being given time for clubs to adjust
Regional & Remote	\$250.00	\$250.00	0%	

Individual Membership Categories

Membership Category	2023-2024 Fee	2024-2025 Fee	Variance	Comment	Pay by the Month Fee ⁺
Coach	Free	\$5.00		Fees have been added to this category to meet requirements around “Financial Memberships” as well as these areas being covered by insurance products.	NA
Technical Official	Free	\$5.00			NA
Parent / Guardian	Free	\$5.00			NA
Swimmer 8yrs & under	\$48.50	\$50.50	4.1%	Base fee had not changed in 2 years during significantly inflationary times, these components are increased by approx. 6%, current CPI levels. Alternate component costs raised by approx. 3%.	\$5.00
Competitive Swimmer 9yrs+	\$95.00	\$99.00	4.2%		\$9.50
Recreational Swimmer 9yrs+	\$48.50	\$50.50	4.1%		\$5.00
Seasonal Member 9yrs+ (6mth Memberships)	-	\$58.00		Additional membership for Remote Clubs Only (Kununurra, Nhulunbuy), if available.	\$11.20

NOTE: Seasonal membership is an added proposed membership fee that applies to remote areas only, due to limited pool access in winter. (Kununurra and Nhulunbuy), if available.

+ If a pay by the month option is introduced by Swimming Australia for the 2024-25 season, then the cost will split evenly between the 12 months, or 6 months for seasonal memberships.