



To all WVGC Members,

On Saturday 22nd August, Woden Valley Gymnastics Club held a Special General Meeting followed by the Annual General Meeting.

At the Special General Meeting the Club Constitution was changed and updated. The new Constitution is available on the Club Website.

The minutes of the WVGC AGM are set out below.

**Woden Valley Gymnastics Club Inc
MINUTES OF THE ANNUAL GENERAL MEETING
August 22nd 2020**

Welcome: Andrew Collins (President)

Attendance: Matt Knox (General Manager), Naomi Nye (Gymsports Director), Mel Willis (Administration and Communications Manager), Tony Bandle (Auditor), Andrew Collins (President), Ross Lederhose (Vice President), Kathy Anderson (Secretary), Gary Fisk (Treasurer), Laurel Loftus (Committee Member), Wendy Durran (Committee Member), Bob Loftus, Leigh McFarlane, Carmela Pavlic-Searle, Leo Dobes, Alice Dobes, Carol Madge, Joanne Maples, Stephanie Fisk, Lisa Calcino (Observer).

Apologies: Megan Taylor (GACT Rep)

Proxies tendered: Nil

Membership payment for non-members: Nil

Confirmation of Minutes of Annual General Meeting 14th May 2019

The minutes of the last Annual General Meeting on 14th May 2019 were tabled for acceptance

Moved Ross Lederhose, Seconded Carol Madge, Carried unanimously

Presentation of Financial Statements for the Financial Year ended 31 December 2019

The auditor, Tony Bandle spoke to this document. The Club has an overall turnover of approximately \$1.7 million and has had a deficit of \$73,000 for the 2019 financial year, largely made up of \$43,000 depreciation. WVGC has a net equity of \$397,184 and plant and equipment assets of \$115,047 with total liabilities of \$221,852 which include long service and annual leave. The auditor stated that the Association is in a strong position. Leo Dobes thanked the auditor for his work on the financial report.

Moved Gary Fisk and seconded Andrew Collins that the Financial Statements be accepted.

Carried unanimously.

The financial Statements are available from the WVGC Secretary secretary@wodenvalley.net

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Presentation of 2020 Reports

WVGC Management Committee Report

The Committee have had a busy and tremendously productive year. We set out with the significant goals of essentially re-defining the governance of our Club centred around reforms to the Club Constitution, development of a new Strategic Plan, and solidifying the working relationship between the Committee and the Club Management. A number of years ago our Club started to outgrow its original operating model and it was no longer possible to maintain Operations and Strategy being managed by the same people. The management structure was refocused to meet the needs of our growing Club. This started with the employment of Matt Knox as General Manager in late 2018 and Naomi Nye as Gymsports Director in early 2019 and throughout the last 15 months gradually shifting the Committee's role toward something similar to that of a board of directors. The Committee's role is to focus on independent strategy and oversight, and the Club Management's role is to focus on implementation of the strategy, and the successful running of Club business.

During 2019-20, a significant focus has been on updating the Club's Constitution. The Club Constitution is the principle document of the Club and sets out the rules of how it operates. The new Constitution was based on the updated Association Model Rules from the ACT Government and adjusted to suit Club operations. It sounds simple, but anyone who has been involved with updating and adapting a constitution will tell you it can be at times a torturous process. The Committee undertook many drafting revisions, lengthy discussions and debate, and finalised on a set of rules that should comfortably take the Club through the next 5-10 years before needing to be looked at again.

Another focus for the Committee was to update our Strategic Plan. The last Strategic Plan for the club was written in 2012 and covered the 5 years to 2017, meaning significant effort had not been invested in thinking about the Club's strategy for practically 8 years.

A lot has changed at the Club in the last 8 years. The last Strategic Plan placed significant emphasis on growing our membership. Anyone who has been into the Club at 4:30pm on a weekday would tell you that this strategy has been a success, but it is not where the Club needs to invest its effort in the immediate future. The Club's new Strategic Plan was developed following a survey of members and several planning sessions in order to tease out a number of future objectives. We also had cause to consider what the overall purpose of the Club is.

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We all know that we are a gymnastics club and deliver quality gymnastics to people of all ages and abilities, but the purpose that this serves is “To enable people to challenge and improve themselves both physically and mentally so that they can gain the skills and confidence to excel in all parts of life” Thank you to everyone who participated in this important development.

The new Strategic Plan will be reviewed annually, and the Committee agreed that the priorities for 2020 are:

- **To continually improve gymnast outcomes**
- **To improve the front of house experience at the Holder gym**
- **To engage with our membership and the community to support Club expansion**
- **To pursue land acquisition to obtain an expansion site.**

Matt and Naomi will cover some of those priorities, but on the issue of Club expansion there have been many discussions with relevant bodies including Government planning authorities, Independent planning consultants, schools, churches, community advocacy councils and shadow Government Ministers about our desire to obtain and construct a second facility on the Tennis Courts next door. So far, we have received broad support from all groups and our next avenue is to bring the Planning Minister and Territory Plan group on-board to execute an appropriate zoning change and we are already in early discussions. It’s definitely a long process, but one we think will result in a positive outcome.

There is also a ‘Plan-B’ which is an appropriately zoned parcel of land just behind the St Judes Church which we are keeping as an option.

All of this would have been a busy year without the significant challenges that COVID-19 placed on our Club. The staff and coaches did an amazing job managing the shutdown and transition to online, 1-on-1 and group classes in such a confronting, stressful and changing time. On behalf of the Committee, parents, families and gymnasts, thank you again. Financial stability is a continuing strategic objective and COVID-19 certainly stressed and stretched the Club. Sadly, some tough decisions needed to be made to maintain the current and future financial stability and the closing of the Trampoline program was one of those decisions.

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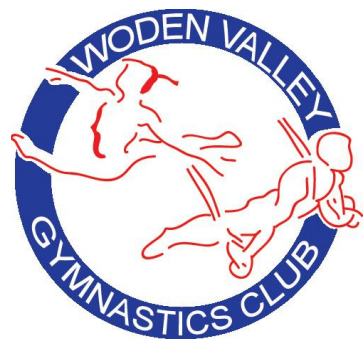
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Thank you to all the volunteers, parents and carers who have devoted their time and energy to the Club over the past year for working bees, competitions and other events and for promoting and supporting the Club out in the Community. Lastly, thank you to the members who served on the Committee this year for the passion and dedication they brought to the Committee. Hopefully, what we have accomplished in the last 15 months will mean that Committees in the future will be able to grow and prosper our Club in line with our strategic objectives. I look forward to working with those that will serve again and the newcomers that will join the Committee for the next year.

Andrew Collins

President, Woden Valley Gymnastics Club

WVGC General Manager Report

The last 15 months has had many ups and downs for our Club. It was great to see each Gymsport at our 2019 end of year showcase and the gymnasts being able to show what they have been working hard at throughout 2019. It was also a special time for our coaches and volunteers who received recognition and awards in front of their peers. This was a great way to finish off the year and I was very confident that the momentum would continue well into 2020. Unfortunately, bushfires, smoke haze and Covid-19 would prove to have major impacts on the community and our club. Following on from major changes early in 2019 to our administration systems we continued to make improvements to the overall experience families have at WVGC. This included more online capability for payments and bookings and the introduction of Direct Debit as a payment option.

Covid-19

The focus throughout the shutdown period and the gradual return to face to face training was to maintain strong connections with our families and gymnasts. This was achieved through Zoom sessions, 1 on 1 and small group outdoor sessions, online class videos and regular social media communications. Whilst this period was difficult, I was very proud of the way our staff and coaches adapted to each situation and made the most of what was available to them throughout the Return to Play Covid-19 easing of restrictions. The Federal Government's Job Keeper initiative allowed us to engage more staff to connect with our community and also undertake a makeover of the club including painting the gym, a mural

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covering a large section of the wall and a good cleanup of the gym. Although we are still operating under Covid-19 restrictions we can offer all programs, albeit with some limits on class numbers. It has been very encouraging to see many of the families return to the club as soon as restrictions started to ease. We have also experienced a significant increase in mid-year new enrolments compared with 2019.

Foyer renovations

Early in 2020 we engaged the services of an Architect firm to begin the foyer renovation project after successfully receiving a federal grant in 2019. Detailed construction drawings have been developed and we will liaise with the ACT Property Group in the coming weeks to begin the tender process. I would like to take this opportunity to thank Andrew and the WVGC Committee for the work they have done over the past 15 months, this has provided a great platform for WVGC into the future. I would also like to thank the staff and coaches of WVGC. The challenges we have faced this year will make us a better team and club. Last but certainly not the least is a very big thank you to our Gymnasts and families. Your ongoing support is greatly appreciated by the WVGC staff and coaches.

Matt Knox

General Manager

WVGC Gymsports Director Report

The focus for the past 15 months has been communication, education, club environment /equipment, retention and improved gymnast experience. The improvements in all these areas have resulted in the gym being a welcoming and encouraging environment and have also aided in positive competition outcomes. Despite all the challenges that have arisen in this period, the goals we set have been achieved and at times surpassed.

Improved communication has been a driving factor for the club. Through surveys we were able to ascertain where improvements needed to be made and what we were doing well. Members and staff identified areas where improvements could be made and we have begun to address these.

Some of which include:

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- **More parent meetings have been held, both individual and group, focussing on progress and performance goals, allowing for a dialogue and creating a relationship between the coaching staff and the families.**
- **Monthly Senior Staff meetings with Senior Management, Program Coordinators and Senior Coaches to ensure that all programs were informed of what each was doing and where the team could assist if needed.**
- **Monthly individual Senior Staff meetings held with Senior Management.**
- **Individual Program Meetings for all coaching staff.**
- **Individual Performance meetings.**
- **Improved email and phone communication with families.**
- **Increased social media interaction.**
- **Better signage.**
- **Improved communication with families at a personal level, using positive and welcoming language as well as having a Floor Supervisor on the floor at the busiest times to assist with enquiries.**
- **Policy reviews and changes.**
- **Incorporation of online, one on one and small outdoor group training opportunities during shut down periods.**

Education is vital to the future of the club. Senior Management identified that for the club to excel, investment in Professional Development across all levels of the coaching team was to be an area that needed to be continued and advanced. More funds were made available in the budget to allow for this to happen and our coaches have benefited greatly. Current coach qualifications across all Gymsports are:

Assistant: 3 Beginner: 18 Intermediate: 24 Advanced Module 1: 8 Advanced: 8 Advanced Silver: 3 High Performance: 1

Due to COVID restrictions many of the coach courses were delayed to the end of 2020. We currently have all Beginners 16 years of age and over having completed their on line Intermediate course requirements and are waiting for the face to face component to finalise their qualification. All Beginners under 16 are actively working towards obtaining their pre face to face Intermediate course requirements. In addition, we have 20 Intermediate and above coaches actively seeking an additional or higher qualification. 16 of these coaches were awarded Grants from Gymnastics ACT, to allow for them to work towards their coaching accreditation goals during the COVID shutdown. Our Club has the highest participation and completion numbers of Gymnastics ACT courses

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Several coaches were funded to attend a Gymnastics NSW coaches Congress in January, which covered numerous Gymsports. We run regular in club PD workshops for coaches of all levels. Mentoring has played a large role in the development of our coaches and continues to be a priority in our focus moving forward. Katrina Brougham our Education and Compliance Manager is to be commended for her efforts in ensuring our club meets the highest standards in coach education and compliance.

The training environment has been greatly improved in the following ways:

- The rigging systems were replaced, and a regular inspection schedule has been put in place
- Regular equipment and maintenance checks are being carried out
- Equipment that is damaged is replaced in a timely manner
- Thorough cleaning, painting and equipment relocation were carried out during shutdown
- An inspirational and motivating mural was produced celebrating the club.

Retention of our gymnasts and coaches is of high importance. To ensure that a person remains as a club member we must provide a safe and welcoming environment whilst addressing the individual athlete or career goals. By providing increased communication, education and a safe and welcoming environment our retention rate has remained strong, despite the COVID 19 situation. By providing diverse pathways that complement our existing gymsports we have allowed for diversification within the club. Complementary diversity enables a gymnast to remain in the sport of gymnastics and a WVGC member longer. It also allows opportunities for coaches to diversify their knowledge and to embrace other gymsport options. In addition, our inclusions programs are unique in the region and allow for the participation in gymnastics at all ages, stages and ability levels. Our diverse programs also allow for pathways and retention within the inclusion space.

The experience of our gymnasts is improved by the increased communication, improved environment, quality of coaching and the diversity of the programs offered. Our results up till the COVID shutdown reflect this, with some of the following being the highlights for the year:

- **National Championships: David Kidd awarded Silver in Level 9 under on Vault.**
- **Trans Bass: Claire Farrell awarded 1st Overall in WAG Level 7**
- **Trans Bass: The ACT Level 7 team consisting of WVGC WAG gymnasts placed 1st.**

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- **Podium finishes across all levels in our National WAG and MAG programs at ACT State Championships**
- **Podium finishes across all GFA State Level WAG at ACT State Championships**
- **Champion Club awards in both WAG and MAG programs**
- **Gym for Life National Champions**
- **WVGC Team attended Gymnaestrada as part of the Australian Team for the first time**
- **2019 Gym for Life Champion Club.**

We held our first annual showcase and athlete awards event toward the end of 2019, which served to celebrate and highlight all the amazing gymsports, athletes, coaches and volunteer achievements throughout 2019. Although there were many disappointments in 2020 due to COVID 19, the main disappointment was our athletes not having the opportunity to compete and demonstrate their skill development and talent, we have not allowed this to dampen our enthusiasm for the sport. New experiences were embraced such as online and outdoor training, learning to deal with situations that are beyond our control, learning to work on skills for the benefit of personal achievement without the motivation of competition and setting new goals. I am proud of what the club has achieved in the past 15 months. WVGC is a club that has proactively sought to improve. The benefits of the teamwork and dedication from our coaching and management team to implement changes in our practices are coming to fruition, despite the challenges posed by COVID 19. I would like to thank the Committee for their ongoing support, the Gymnasts and Parents/Caregivers for their ongoing commitment to the club and the sport of gymnastics and congratulate the coaching team across all levels for being accommodating, supportive and encouraging of the changes we have worked hard to implement. We know there is more work to be done and look forward to constantly improving.

Naomi Nye

Gymsports Director

Moved Kathleen Anderson, Seconded Ross Lederhose that all reports be accepted. Carried Unanimously

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Nomination forms declared by the Public Officer for Management Committee Members

Election of Office Bearers and Ordinary Committee Members:

Matt Knox declared all Committee positions vacant and read out all nominees. All were elected unopposed.

President Andrew Collins MAG and WAG

Vice President Robert Loftus GfA

Secretary Kathleen Anderson GfA

Treasurer Gary Fisk WAG

Ordinary Committee Members:

Wendy Durram GfA, Tanya Jackson WAG, Laurel Loftus GfA, Leigh McFarlane ACRO, Carmela Pavlic-Searle ACRO& WAG

Nomination Forms declared for Life Member:

No nominations were received for Life Membership of Woden Valley Gymnastics Club

Appointment of the Auditor:

Gary Fisk moved that Tony Brandle be appointed as auditor. Seconded Andrew Collins Carried unanimously

Appointment of the Public Officer:

Andrew Collins moved that Matt Knox be appointed as the Public Officer. Seconded Wendy Durran. Carried unanimously

General Business: Carol Madge commended the WVGC Staff and Committee for the work they have done since the last WVGC AGM

The Annual Return This document was tabled. It will be completed by the Public Officer, Matt Knox, then submitted to Access Canberra. Closure of the WVGC 2020 Annual General Meeting Andrew Collins thanked everyone for attending the WVGC AGM

The Meeting closed at 5.40 pm

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