



Little Athletics Chelsea

60

Annual Report

2009/10

Centre Contact Details

Email Address	chelsea@vlaa.asn.au
Website Address	www.chelsea.coolrunning.com.au
Postal Address	CHELSEA LITTLE ATHLETICS CENTRE P.O. BOX 87 CHELSEA VICTORIA 3196
Centre Location	Edithvale Recreation Reserve Edithvale Road, Edithvale, Victoria (Melway Map 93 C9)

Affiliated Clubs

Panthers



Redbacks



Roadrunners



Life members

Little Athletics Chelsea wishes to recognise the following people and to thank them for the very significant time and effort, made over a long period, and that we are indeed grateful that they have contributed to make the Centre what it is today.

Mr Jim Rankin	Mr John Van Echteld	Mr Peter Richardson
Mr Lindsay Best	Mr Brian Gray	Mr Ian Brown
Mr John Ellem	Mr Frank Sullivan (dec.)	Mr Doug Gittens
Mrs Ann Riley	Mr Paul Riley	Mrs Faye Cornwill
Mrs Carol Butterfield	Mr Greg Butterfield	Mr Ian Dornom
Mr Steve Downie	Mr Trevor Sasman	Mr Mark Thomas
Mrs Ros MacInnes	Mr Terry Clark	Mr Ray Fyans
Mrs Elaine Simpson	Mrs Sue Davis	Mrs Liz Scammell
Mr Alan Senior	Mr Michael Stock	Mrs Anne Mellett
Mr Carlo Ballerini	Mr Andrew Holten*	Mr Peter Crawford*

*elected at 2010 AGM

2009/10 Centre Committee

President: Claudette MacDonald

Vice President: Stephen Blyth

Secretary: Glen Ward

Treasurer: Jamie Woods

General committee: Scott Benton
Kellie Cvetkovic
Nicole Davis
Sue Hendricks
Andrew Holten
Winnie McCulloch
Anne Mellett
Therese Smith
Michael Stock
Mina Wahl

2009/10 Panthers' Club Committee

- President:** Suzie Castle (retired mid-season) replaced by Deb Jones
- Secretary:** Deb Jones replaced by Pauline Landt
- General committee:** Andrea Holland, Pauline Landt, Aaron MacDonald, Prue Mitchell, Peter Nelson, Sandra Scheirs, Alexander Stock

2009/10 Redbacks' Club Committee

- President:** Michael Cochrane
- Secretary:** Richard Cullen
- General committee:** Andrea Farnan, Peter McVay, Stuart Patton, Jenny Shepherd

2009/10 Roadrunners' Club Committee

- President:** Murray Smith
- Secretary:** Therese Smith
- General committee:** Carlo Ballerini, Carol Benton, Jamie Fleming

2009/10 Centre Roles & Responsibilities

Registrar:	Therese Smith
Kingston Council Liaison	Michael Stock
Results/ Event Sheets Coordinator:	Richard Cullen
Canteen Manager:	Anne Mellett
BBQ Manager:	Murray Smith
BBQ Assistant:	Cameron McDonald
Working with Children Registrar:	Nicole Davis
Building Facilities Manager:	Andrew Holten
Bunnings BBQ Coordinator:	Jamie Woods
Handbook Editor:	Nicole Davis
Equipment Manager:	Andrew Holten
Uniform Coordinator:	Sue Hendricks
Newsletter Editor:	Jenny Shepherd
Starters Coordinator:	Richard Cullen
Open Day Organiser:	Anthony Cafarella
Sponsorship Director:	Michael Stock
Media CEO :	Scott Benton
Technical Advisor:	Scott Benton
SMR Meeting Delegate:	Stephen Blyth
Track Marker:	Andrew Holten
Website Manager:	Anthony Cafarella
Coaching Manager:	Carlo Ballerini
Team Managers:	Sandra Scheirs
	Peter Nelson
Team Manager (cross country):	Jamie Woods
On-Track Co-ordinator:	Jamie Fleming
Announcer:	Michael Stock
Awards Coordinator:	Claudette McDonald
	Scott Benton
Off Season Promotion: (including LAPS, schools & junior sporting clubs)	Suzie Castle
	Mina Wahl

Centre President's Report

Claudette MacDonald

As presented at the AGM

A. Welcome and Introduction

Claudette MacDonald welcomed all members and families and welcomed and introduced Cr John Ronke from Kingston City Council.

Claudette paid particular attention in acknowledging to the members that LAC is a family community based sporting club and it is important to enjoy the aspects of family, fun and fitness. We are extremely proud to be the only Centre in the surrounding area to have a grass track, which is physically supportive of young growing bodies. We see ourselves as a major summer sport in the area and wish to be woven into the community and aim to be prominently known.

B. President's Report

Claudette summarized the season and updated members on event site refurbishment, grant applications, VLAA and constitutional requirements and Centre communication.

Fabulous season with the weather on our side with no days lost due to bad weather. We were happy that attendance by families was high. Athletics is a very hands-on sport heavily needing the volunteering support and practical help by parents, as athletics could not exist. Claudette asked the athletes to thank their parents for their dedication and weekly support to bring athletics to them.

Committee members were thanked for their commitment, particularly Glen Ward, LAC Secretary, who worked extremely hard on re-administering the secretarial side of LAC due to new and updated requirements from LAVic, and Department of Justice. To follow on all Committee members were thanked for all their contributions which included countless hours of work due to LAVic, and existing Centre workloads.

Our three clubs under the umbrella of LAC were hard working and need to be supported; and the three Committees were thanked for their endeavours throughout the season.

Coaching will be a major focus for 2010/11 following on from this season's new coaching program established by Committee member Carlo Ballerini. The program is to be re-worked and will include education for parents as well as event coaching for athletes.

Site Refurbishment - 2 new Shot put sectors; enlargement of running surface of High Jump and Javelin area; Discus concrete trimming around pad; concrete pad for timing box; resurfacing of Long Jump runs; and fencing along track and new entry gates. Funding of these works will be 90% met by Kingston City Council and LAC to fund the remainder. All should be ready for the new season.

Further grant funding will be sort to further build the Centre. Also funding needed to replace some equipment.

We relayed to members we endeavour to communicate as effectively as possible, and were aware of some members not hearing of some special events. We would re-look at this issue and other effective ways of communicating.

The Centre is to build further its membership through appropriate marketing campaign married with LAPS program and building relationships with our local schools.

We as a Centre are very proud of our athletes and were very excited regarding the number of athletes who tried their best making many Personal Bests and achieving a huge amount of Centre Records for one season. Proud of the number of athletes who attended Regional and State finals with some fabulous results.

Cr. John Ronke from Kingston City Council (an ex Club President of LAC) attended our AGM and graciously presented Centre trophies and medals to our highest achieving athletes.

C. Financial Report

GW presented a summarised report that was prepared by JW. The report shows an opening balance of \$22,773.79 at the commencement of the last VLAA financial year and closing balance of \$24,331.73. The following were listed as season income highlights. Registrations \$18460, Uniform \$3136, Sponsorship 1076.32, Grants \$4918, Bunnings BBQs \$3700, Canteen \$7887.62, Coffee van \$433, BBQ \$5102.10, Open day \$2199.54.

It was explained to members that a full Annual Report is being prepared and will be made available on the Centre's website. The financial aspects of the Centre are audited by an independent auditor and this is presented to SMR/VLAA. Also the Centre underwent a VLAA audit this season.

D. Constitution

Michael Stock explained the constitution that had been prepared and approved by the outgoing committee. A vote was taken as to whether this meeting would vote to adopt the constitution- majority yes, motion carried. A vote was then taken to adopt the constitution as published on the Centre's website and submitted to VLAA- majority yes, motion carried.

E. Life Membership

A motion was put to accept Andrew Holten as a life member of the Centre- majority yes, motion carried. Andrew spoke.

A motion was put to accept Peter Crawford as a life member of the Centre- majority yes, motion carried. Peter spoke.

Centre Secretary's Report

Glen Ward

After my first year in the role of Centre Secretary, I would like to commence by thanking the rest of the committee and the Club Presidents and Secretaries for their support and assistance throughout the year and being available to answer my trivial questions. I would especially like to thank Claudette MacDonald who has been a tireless worker and has contributed a significant amount of time in order to improve the Centre. The committee contained a good balance of new parents of younger athletes and more experienced parents of older athletes. The many volunteers at this Centre in their various capacities continue to run a fine Centre and are a huge asset for the organisation. A great deal of work was undertaken by the Committee and the executive in streamlining the operation of the Centre, defining roles and responsibilities and establishing lines of accountability. Despite this the committee has been able to achieve its objectives with the primary focus of providing the sport of athletics for our children members in a manner that is fair and fun. A thank you also needs to go to Andrea Hallett, the SMR Secretary, her assistance and her dedication to her role.

Some of the achievements of the Centre and the Committee over the last year were as follows:

- Michael Stock completed the Centre's constitution which was adopted at the 2010 AGM by the members;
- Anthony and Melissa Cafarella continued to develop and maintain an excellent website which remains informative and current for existing members, local government, schools and prospective members to use;
- The centre conducted an online survey of members and received feedback from approximately 30% of members. This will be used to guide policy and decision making in order to improved the Centre and to attract and retain members;
- The LAPS program was organised by Suzie Castle and Mina Wahl and was successfully conducted in all of the local Primary Schools which generated a large amount of interest in the Centre;
- Communication was improved between the Committee, Clubs and members and will be developed next season with different forms of technology to keep people informed made to feel a part of the Centre;
- Carlo Ballerini reintroduced and ran a successful mid-week coaching program for under 8 athletes and above which contributed to a large number of PBs for the season and the breaking of over 20 Centre records;
- 6 parents undertook the Introduction to Coaching Course and assisted with coaching;
- Relationships were developed with Kingston City Council and will be used to improved facilities and event sites next season;
- Deficiencies in record verification were addressed and a Record Verification Procedure introduced;
- A Working With Children register was established by Nicole Davis and all required members obtained WWC cards;

- The use of age-group coordinators was formalised and a position description and identifying tabards were introduced;
- The NARS software was purchased and will be implemented in the 2010/11 season. Scott Benton did a significant amount of work on this throughout the season;
- Emergency/rule cards were developed and are carried by all officials and age-group coordinators during competitions;
- A large number of athletes participated in Regional and State events throughout the season and, as well a lot of enjoyment of athletics, many athletes achieved places in their chosen events;
- The Centre ran its 30th Open Day attracting over 200 athletes. This was once again well organised by Anthony Cafarella and ably assisted by a significant number of volunteers from our Centre and other Centres;
- The Centre conducted its 2nd Annual Chelsea Gift which was also organised by Anthony Cafarella. The proceeds of the Gift were donated to the Royal Children's Hospital through VLAA.

I look forward to the opportunity to continue in the role of Centre Secretary in the 2010/11 season. Please feel free to contact me with advice, suggestions and feedback throughout the season. All of this is taken on board and helps to improve the Centre for your children.

Treasurer's Report

Chelsea Little Athletics Centre, for the Year ended 28th February 2010

Statement of Receipts and Payments

		<u>2009</u>
<u>Receipts</u>		
BBQ	3,942.10	2,655.50
Bunnings BBQ	4,199.50	2,029.90
Canteen	4,840.15	3,207.55
Chelsea Gift	284.50	611.70
Interest	2.38	503.83
Memberships	17,909.00	18,321.80
Multi entry fees	372.50	520.00
Open Day	4,432.15	3,153.30
40th Anniversary	2,046.00	-
Ritchies IGA	576.32	424.12
Sponsorship	500.00	3,775.00
Grant	4,918.00	
Uniforms	3,126.00	3,262.00
	<hr/>	<hr/>
Total Receipts	\$ 47,148.60	\$ 38,464.70
<u>Payments</u>		
40 th Anniversary	1,872.00	1,376.70
Advertising	-	-
Canteen	8,272.21	7,452.26
Sports coaching	2,080.00	-
Committee dinner etc	789.84	-
Club Presentation nights	3,838.17	1,079.60
Electricity	864.20	700.35
Entrance Fees	-	722.50
Equipment	11,964.09	7,117.52
Software	740.00	-
Post Box	75.00	70.00
Hire	239.00	169.00
Rent	715.50	600.00
Trophies	2,063.50	7,098.51
Uniforms	3,260.75	2,056.58
VLAA registrations	9,475.00	8,772.30
	<hr/>	<hr/>
Total Payments	\$ 46,249.26	\$ 37,215.32
Total Surplus / (Deficit)	\$ 899.34	\$ 1,249.38

CHELSEA LITTLE ATHLETICS CENTRE

(CLAC)

FINANCIAL ACCOUNTS

For the Financial Year ended 28 February 2010

Prepared by

Mekdo Pty Ltd

Registered Tax Agents

662 Nepean Highway Carrum Vic 3197

9772 4084

INDEPENDENT AUDITORS REPORT

TO THE MEMBERS OF THE CHELSEA LITTLE ATHLETICS CENTRE (CLAC).**Scope**

I certify that I have audited the attached financial statements of the Chelsea Little Athletics Centre, for the financial year ended 28th February 2010. The Committee of Management is responsible for the preparation and presentation of the financial statements and the information contained therein. I have conducted an independent audit of the financial statements in order to express an opinion on it to the members of the CLAC.

My procedures include examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies significant accounting estimates. These procedures have been under taken to form an opinion as to whether, in all respects, the financial statements are presented fairly in accordance with the accounting standards and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views) so as to present a view which is consistent with my understanding of its financial position and the result of its operations.

The audit opinion expressed in this report has been formed on the above basis.

Qualification

It is not practical for me to extend my examination of amounts received from the canteen, BBQ's and other fundraising activities prior to the initial entry of those transactions in the accounting records from the bank statements. Accordingly, the audit of these receipts was restricted to the amounts recorded in the accounting records.

Qualified Audit Opinion

In my opinion, subject to the effects of such adjustments, if any, as might have been determined to be necessary had the limitation discussed in the qualification paragraph not existed, the financial statement present fairly in accordance with applicable Accounting Standards and other mandatory professional reporting requirements for the financial position of the Chelsea Little Athletics Centre as at 28th February 2010, and the results of operations for the year then ended.

Michael Philip Meade ACA

Melbourne

30 November 2010

CHELSEA LITTLE ATHLETICS CENTRE

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 28th February 2010**NOTE 1. Statement of Accounting Policies**

These financial statements are special purpose financial report prepared in order to provide accounts which satisfy the requirements of the CLAC constitution to prepare accounts. The committee has determined that the CLAC is not a reporting entity and therefore, as there is no requirement to apply Accounting Standards and other mandatory professional reporting requirements (Urgent Issues Group Consensus Views) in the preparation and presentation of these statements, they have been adopted only to extent shown in Note 1 to the accounts.

The statements have been prepared in accordance with the requirements of the CLAC constitution. They are based upon historical costs and do not take into account changing money values, or expect where specially stated, current valuations of non-current assets.

The accounting policies have been consistently applied, unless otherwise stated.

a) Cash basis of accounting:

In accordance with generally accepted accounting principles for organisations income and expenditure is recorded on a cash basis whereby revenue and assets are recognised when received rather than when earned and expenditure is recognised when paid rather than when the obligation is incurred.

b) Non-current assets:

The CLAC does not capitalise assets. All assets purchased are expensed in full in the year of acquisition.

c) Cash flow statement:

As the CLAC accounts are prepared on a cash basis the Association does not prepare a cash flow statement.

These notes form part of the financial statements