



**Minutes of the Annual Meeting of Members of FC Twenty 11 Inc  
(NZBN 9429043152391, Incorporation number 2542996,  
Charity registration Number CC46545)  
held on Monday 4 December 2023, at the clubrooms,  
92 Yaldhurst Road, Upper Riccarton Domain, Christchurch 8011, NZ,  
commencing at 7:00pm**

**1. Welcome, Attendees & Apologies**

- Neil Prior welcomed all attendees to the meeting, noted that a quorum was present and provided an outline of the meeting agenda.
- Attendees – refer a copy of the register.
- Apologies received from Eddie Croppley.

**RESOLVED THAT: Eddie Croppley's apology be accepted.**

**PRIOR / M GREEN**

**2. Presentation – 2023 year in review**

- The presentation was made to the meeting noting the following key points together with matters discussed:
  - Introduction (Neil Prior) and an outline of the meeting agenda, structure and presentation.
  - Year in Review (Cvetan Ivanov (Tsetso)).
    - An outline of the 2023-year achievements / highlights (as detailed in the presentation).
    - The tournament successes.
    - The tournaments (including Tariq Omar Memorial) held, school and holiday programmes delivered and increase in the junior membership.
    - The 253 players registered in Term 4.
    - Awaiting the Mainland Football announcement in the coming week.
    - The huge amount of work that goes into delivering these programmes by a small group of dedicated people (staff and volunteers). This is considered to be very successful.
  - Membership (Melissa Green).
    - The table of numbers showing the post Covid-19 growth that is being achieved.
    - These numbers do not show the additional contacts / other programmes that the club runs. This is an investment into future membership (FC2011 is 7<sup>th</sup> in club sizes in the Christchurch arena).
    - The success in retaining 2 under 13 teams.
    - Holding strong in the masters' numbers.
    - The need to grow the club numbers to achieve growth, critical mass and be able to invest in development and other programmes.
  - Seniors / Masters (Rob Gautam / Nick Nath).
    - An outline of Rob Gautam and Nick Nath's involvement in these programmes.



- The key achievements in these groups and the importance in the “whole of life” involvement in football with life after competitive football.
  - The thanks to the volunteers for their significant contributions.
  - The positive feedback with the use of indoor facilities.
  - Cam Bradley’s significant space in the Seniors Space.
  - Holding open training sessions to attract participants.
- Female Football (Melissa Green).
    - The focus this year with Melissa Green and Dennise Robinson.
    - That this is an untapped market which can see membership growth and increased profile from the World Cup.
  - Financials (Dale Andrews).
    - The summary report included in the presentation with the detail in the full report.
    - The review undertaken by Gordon Meecham.
    - The growth in the revenue from members primarily from membership numbers.
    - Grant funding is down and is a challenging space.
    - Total revenue of \$388k versus \$397 last year.
    - Expenditure being down on the prior year with lower employment costs but higher use of volunteers.
    - Overall a surplus of \$21k.
    - The strong cashflow as detailed.
  - FY2024 budget.
    - Forecasting income of \$350,000 and a net of loss of \$40,508 as part of an aspirational budget. Noting that there is \$43,000 of non-cash depreciation and that there are reserves in place if required.
    - Similar levels of capital expenditure is budgeted for on an operational basis.
    - The aspirational capital expenditure will be around long-term facilities which will require fund raising.
    - The conservative approach taken with the budgeting of grants.
    - There are actions able to be taken with variable costs if the revenues are not achieved.
    - Working towards reducing the deficit.
    - The boards discussion around the reserves, their use and ability to provide a base for the club and its future.
    - The financial sustainability challenge that clubs have (and is the number one issue within club football). This can be affected by membership numbers dropping or the loss of grant funding.
    - This is a \$60k worse than last year budget performance but is based on a right structure (2023 had some abnormally lower costs particularly in the remuneration area – such as the loss of the administrator and this role has been filled by volunteers).
    - Whilst the board has been conservative in the budgeting this is an aspirational budget and supports the club aspirations.
  - Fees (Neil Prior).
    - That the board has agreed that a 5% increase in the base subscriptions (excluding programme fees which are specific to each) was appropriate in the circumstances.





- The goal as always, is to keep the fees as low as possible and comparable to other clubs were possible.
  - The impact of rising costs on the clubs' overheads.
  - Balancing up the clubs needs with the cost-of-living challenges that many are facing.
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- Facilities (LTP) (Kerry O'Neil).
    - The significant work that has been put into this plan for the last year (and started the year before).
    - The consultation with members which saw confirmation that Avonhead Park is seen as the future of the club.
    - The vision presented to council to secure their support – for FC2011 and an enhancement community facility.
    - The council support for floodlighting for the Premier and No2 pitches at Avonhead Park – funding now needs to be sought and will be another challenge.
    - The consent application for new clubrooms and community pavilion – this showed the council that Avonhead Park is FC's clear long-term focus.
    - The Riccarton Sports Hub (RSH) progressed aspirations which may see the clubrooms refurbished if Avonhead Park doesn't come about.
    - The original \$300k pricing for the lighting which was reduced significantly (circa to \$250k) and other options are being looked out to reduce cost and increase flexibility.
    - The challenge with securing the funding for the lighting which is required to bring the fields up to standard for the long-term future.
    - The additional facilities are proposed to be next to the existing facilities.
    - Kerry O'Neil and Phil Green are the FC2011 representatives on the RSH which is working on the expansion and consolidation of the RSH facilities.
    - The new facilities are currently estimated to cost \$750,000 but will be done as part of a community project in order to gain further support.
    - The existing Avonhead Park building could be built upwards but this is currently cost prohibitive.
    - The turf on the No.2 pitch and addressing the boggy ground. The Council is working on this issue (including potentially 3 soak pits and the additional drainage has been added).
    - The CCC facilities plan to be considered as part of the LTP which will include artificial turf and FC2011 has indicated its interest - but the outcome won't be known for some time.
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- Looking Ahead / summary (Neil Prior).
    - The boards continued focus on the financial management and sustainability of the club and protecting the reserves.
    - The long-term facilities plan may see the need for the reserves to be utilised.
    - Community funding is facing challenges in the years to come.
    - The coming focus (as detailed) including the best resources for the club, progressing the long-term plan, investing effort into the 2024 U13 aspirational licence, and funding the programmes).
    - The aging infrastructure and looking at upgrading floodlights (such as LEDs).
    - The Council is shifting financial requirements to operate and maintain facilities / infrastructure onto clubs.



- The junior and youth programmes and the aspirational licence (which is recognition by MF of the efforts of the club).
- The repairs to the floodlighting as a result of funding received.

### 3. Confirmation of Minutes

- The minutes of the 2022 Annual meeting of 5 December 2022 were presented for discussions and comment noting that due to a change in personnel these had been prepared on a best recollection basis.

**RESOLVED THAT: The minutes 2022 Annual meeting of 5 December 2022 as presented were approved and adopted as a true and accurate record of proceedings.**

GREEN / PRYOR

### 4. Adoption of the 2023 Treasurers Report and Annual Financial Statements

- Discussion ensued noting the following key points:
  - That the Annual Financial Statements had been subject to a review and the report as presented.
  - The detail in the Treasurers report which was also available online.

**RESOLVED THAT: The Treasurers report and financial statements for the year ended 30 September 2023 as presented be hereby approved and adopted.**

ANDREWS / O'NEIL

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### 5. Adoption of the 2023 Annual Report

- Discussion ensued noting the following key points:
  - The DFO and Chair's reports included in the full report.
  - The detail with the Financial report.
  - The typographical error (November vs. December) that has been corrected.

**RESOLVED THAT: The Annual Report for the year ended 30 September 2023 as presented be hereby approved and adopted.**

PRIOR / RHODES

### 6. Election of Officers of the Club

- Discussion ensued noting the following key points:
  - That the following people were retiring – Neil Prior (Chair), Dale Andrews (Treasurer), Jono Carely (board member).
  - The board's acknowledgement of Jono Carley's contribution to the board particularly around facilitating the review and updating the strategic plan which shows the aspirations for the next 3 years.
  - Those returning to the Board as detailed.
  - There was a call for expressions of interest for members to join the Board.
  - **NOTED THAT: Duncan Pryor, Phil Green, Kerry O'Neil, Saurab Gautam (Rob), Hannah Carey and Nick Nath will be continuing as Board members for the ensuing year.**



## 7. Appointment of Financial Reviewer

**RESOLVED THAT:** Gordon Meachen be hereby reappointed as Financial Reviewer for the ensuing year.

ANDREWS / RHODES

## 8. Settling of 2024 season subscriptions (as discussed above).

**NOTED THAT:** the 2024 season subscriptions had been confirmed with a 5% increase in the base rates.

## 9. Disclosure of conflicts of interest - Noted that there were no disclosures of interest to be made.

## 10. Life memberships and leadership awards

- Discussion ensued noting the following key points:
  - That the board has not received any nominations for Life Member.
  - The passing of Life Member Tony van der Looy was noted with sadness.
- Leadership awards:
  - On the growth of the club and membership through the introduction of the Leadership Programme to develop members further.
  - Tsetso Ivanov and Neil Prior presented Leadership Awards to:
    - Miller Hume.
    - Hosea Wood.
    - Jonath Joseph.
    - Jacob Clancy.
    - Andrew Sawyer.
    - Will Morgan.

## 11. General business

- Discussion ensued noting the following key points:
  - The incoming Board will now need to consider and elect people to the vacated roles including Chair, Treasurer and Secretary.
  - On the commitment to having a strong governance going forward and maintaining segregation of duties / delegation of authorities.
  - Seeking a good breadth and variety of skills and experience.
  - Having a hard working and experienced board.
  - Acknowledging Dale Andrew's and Jono Carley's contribution who are retiring with Neil Prior.
  - The meeting noted their formal thanks to Neil Prior as chair (noting the significant effort required), together with Dale Andrew and Jono Carley.
  - The contribution of all involved (including Tsetso as DFO).
  - Further noted the challenges the Board has faced this year and the thanks to the Board and all volunteers that have assisted throughout the season.
  - The 9% increase in combined membership is a significant achievement.

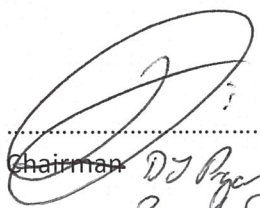




- The strategy is a good direction to achieve growth of the club and its aspirations.
- The meeting's acknowledgement of:
  - Melissa Green's significant contribution to the club and in particular stepping in to fill gaps with the administration, and
  - Phil Green's contribution particularly in the funding area.
  - Dale Andrew's contribution to the financial management.
  - Tsetso Ivanov's contribution on the field.
- The key operational roles through Phil, Dale and Tsetso.
- The club is in a good financial position which is being well managed and reserves maintained.

There being no further business, the Chair called the meeting closed at 8.05pm

Signed as a true and correct record of proceedings.

  
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Chairman *D.J. Pyper*  
Board Secretary

*15/1/2024*  
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Date (*of Board approval*)

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