

**Berwick Tennis Club Inc.**  
**Minutes of the Annual General Meeting**  
**Wednesday 1st September 2021 at 7:30pm**  
***Held via Microsoft Teams Teleconference***

**1. Recording of Attendances, Apologies and Proxies**

**Present:** Shane Fielding, Kim Fielding, Allison Miller, Jenny Patterson, Craig Kitner, Glenda Stewart, Rhonda Willoughby, Helen Stewart, Barbara Dickens, Karen Keenan, Chris Maniatakis, Shannon Watson, Sam Couper and Scott Edwards.

Apologies: Nil

Proxies: Nil

**2. Confirmation of minutes from the 2020 AGM held on 23<sup>rd</sup> September 2020**  
**Read by Shane Fielding**

Moved – Rhonda Willoughby  
All in favour.

Seconded – Craig Kitner

**3. Confirmation of the Annual Report of the committee**  
**Prepared and read by Shane Fielding**

Moved – Shane Fielding  
All in favour.

Seconded – Allison Miller

**4. Confirmation of the Treasurers Report and Financial Statements**  
**Report prepared and read by Trent Wilson**

Moved – Trent Wilson  
All in favour.

Seconded – Glenda Stewart

**5. Confirmation of sub-committee reports:**

**Juniors - Prepared and read by Allison Miller**

**Mid-Week Ladies - Prepared and read by Glenda Stewart**

**Seniors - Prepared and read by Craig Kitner**

**Thursday night - Prepared and read by Craig Kitner**

**Tuesday night - Prepared and read by Scott Edwards**

Moved – Shane Fielding  
All in favour.

Seconded – Kim Fielding

**6. Resolution 1**

To consider, and if thought fit, pass the following as an ordinary resolution:

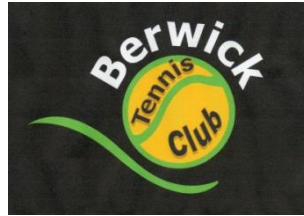
*“That the number of ordinary members of the Committee for the 2021/22 financial year be set at eight”.*

The Resolution was passed unanimously.

**7. Election of Committee**

All committee positions were declared vacant by the Chairman.

All executive positions were automatically appointed as there was only one nomination for each position.



All general committee positions were automatically appointed as the number of nominations (8) was approved by the members present.

- President: Craig Kitner
- Secretary: Helen Stewart
- Treasurer: Trent Wilson
- General committee:
  - Allison Miller
  - Samantha Couper
  - Shannon Watson
  - Barbara Dickens
  - Jodie Kain
  - Karen Keenan

#### **8. Resolution 2**

To consider, and if thought fit, pass the following as an ordinary resolution:

*"That:*

- *The type and composition of each membership category to be amended as shown;*
- *The 2022/23 annual membership fees and pro-rata fees for each category of membership be set at the levels shown;*
- *The 2022/23 annual and pro-rata Tennis Victoria for each category of membership be set at the levels shown;*
- *The 2022/23 annual Facilities Improvement Fees for each membership category be set at the levels shown;*
- *The 2022/23 annual membership fees become due on 1<sup>st</sup> July 2022 and are payable no later than 31<sup>st</sup> July 2022;*
- *The payment conditions for pro-rata fees will be as shown; and*
- *No extra special fee or levy be charged to members during the 2022/23 financial year."*

The Resolution was passed unanimously.

#### **9. Special Presentations**

- a. Rhonda Handley Award – Scott Edwards
- b. Life Member Award – Jenny Patterson

#### **10. Close of Meeting: 8.25 p.m.**