

South Australian Sports Federation Inc.

Annual General Meeting

Tuesday 19th September 2017 at 6.30pm

**Sport SA Industry Skills Centre
Military Road, West Beach SA**

Agenda

- 1. Welcome**
President – Hon Michael Wright
- 2. Present/apologies**
- 3. Confirmation of Minutes of the 2016 Annual General Meeting – Tuesday 13th September 2016**
- 4. Annual Report**
 - 4.1 President's Report - Hon. Michael Wright
 - 4.2 Chief Executive Officer - Jan Sutherland
 - 4.3 Financial Report - Jan Sutherland
- 5. Business of the Annual General Meeting**
 - 5.1 Election of Directors – **3 nominations for 3** positions (please see attached)
 - 5.2 Appointment of Honorary Solicitor (Brendan Golden)
 - 5.3 Appointment of Auditor (Rod Shearing OAM, FIPA)
 - 5.4 Membership Fees 2018/19
 - 5.5 Constitutional changes
- 6. Any other business**

Annual General Meeting

Appendix A

Election of Directors – **three** vacancies to be filled.

Nominations received – three:

Nominee Profiles

Nominees name: Mark Easton

Nominated by: Skate SA

Current position: CEO, Bowls SA.

Summary of industry experience:

Bowls SA is the governing body of Lawn Bowls in South Australia and one of the largest not-for Profit organisations in the state. The organisation governs the Sport of Bowls encompassing 220 Clubs, 17000+ registered full members, 38000 registered social members in the metropolitan and country areas. Reporting to the Board of Directors this position as CEO of Lawn Bowls is responsible for the implementation of business development strategies to improve and grow the operation, financial performance and sustainability of Bowls within South Australia.

Responsibilities:

- Preparation of Financial Reports for Board Meetings and audit purposes
- Providing financial guideline in-line with the corporate governance
- Preparation of the financial impacts that projects will have to the organisations bottom line
- Oversee, develop and implement strategic and operational planning
- Providing financial advice and guidance to administrative staff regarding improvements
- Marketing and media
- Management of the Operations, Administration and Commercial departments
- Capitalisation of assets
- Maintaining relevant compliance requirements.

Summary of governance experience:

- CEO of Bowls SA
- Board member Kangarilla FC
- Member of NSO Governance committee
- Sport SA Board of Directors.

Summary of Qualifications:

- Diploma in Banking and Finance
- Certificate in Small Business Management
- Certificate IV in First Line Business Management
- Certificate in Retail sales
- 1993-1995 Magill University Bachelor of Teaching
- 1995-1996 Monash University (correspondence) Bachelor of Business (Marketing).

Motivation to nominate for a position on the Board of Directors? What do you hope to achieve for (a) the South Australian sport and recreation industry, (b) Sport SA and (c) yourself?:

My main focus is to achieve greater industry advocacy, ensuring communication between sporting organisations is open and transparent and in line with Australian Sports Commission Governance structures and visions for the future of sport. Streamlining processes to ensure training and development of future players and administrators is also paramount to ensure the longevity of sports and financial stability through effective management is readily available. With a passion for sport and motivation to see a professional approach to all facets of administration, I see engagement of the Sport SA Strategic Plan and an ongoing review as paramount in achieving these aims.



What skills, attributes and experience would you bring to the Board in the role of Director?:

- Ability to think laterally
- Good communication skills
- Financially literate
- Able to understand and relate to stakeholders
- Ethical, honest and trustworthy
- Team player
- Marketing, business and media skills:
- Planning – Developing strategic goals and objectives, and determining how these can be achieved
- Organizational performance – monitoring performance against performance target to ensure the goals and objectives are achieved
- Leadership - responsible governance with the best interests of members and stakeholders at the core of decision making.

Main sporting interests?:

AFL, Lawn Bowls, Cricket and Netball.

Involvement with other Boards and any other relevant volunteer/community activity involvement:

- A Strategic direction of Bowls SA – amalgamation of Associations
- Kangarilla Football Club
- Chair of the Bowls Australia National Marketing and Branding Committee
- Member of the Bowls Australia National Capitation and Revenue Stream Committee.

Nominees name: Jane Russo

Nominated by: Touch Football South Australia

Current position: Change Engagement Consultant, Enabling Solutions

Summary of industry experience:

I have extensive experience and understanding of the business and operations of sport at the state and national levels for Touch Football in Australia and South Australia. I have been responsible and led significant decision making in the management and operations that have impacted on the sporting community. From writing grants, financial delegation, setting of the strategic direction, volunteer management, negotiation of green space and conducting judicaries, I know first-hand not only the struggles of community sport but also its benefits. As a state and social player, administrator, selector, coach, president and national director of Touch Football I have 20 years of operational and management sport industry experience.

I have been a public spokesperson for the sport of Touch Football and a strong advocate of grassroots participation, leadership opportunities for women and leading change that benefits members.

Summary of governance experience:

I bring a strong understanding about the governance and operational functionality of a national sporting organisation as well as experience from other not for profit organisations and through my employment with the state government.

As a company director my key responsibility while on TFA's Board was chairing the subcommittee for governance. I oversaw multiple constitutional changes, the organisations partnership with the NRL and developed the recent changes associated with TFA moving from an association to company limited by guarantee.

As a Consultant and Principal of Enabling Solutions and Associate at Dixon Partnering Solutions, I provide strategic governance leadership services to Boards and Committees.

While working in government I had a reputation as a highly skilled policy adviser and community engagement practitioner. Having established myself as an advocate to drive change, to challenge current government practice and to approach decision making for effective policy making in South Australia. With 20 years of experience in a variety of roles within government I have led, implemented and delivered a number of significant state and federal projects, programs and strategies.

In other committee roles I have ensured due diligence, led change associated with constitutional change, developed third party service agreements and facilitated negotiations with stakeholders and members.



Summary of Qualifications:

- 2016 Partnership Brokers Training, Partnership Brokers Association
- 2016 Certificate in Cross Sector Partnering, Central Queensland University
- 2015 Engagement Essentials and Engagement Methods Certificates International Association for Public Participation Australasia
- 2013 Fellow of the Governor's Leadership Foundation Program, Leaders Institute of South Australia
- 2010 Graduate of the Company Directors Course, Australian Institute of Company Directors
- 2004 Masters of Educational Management, Flinders University of South Australia
- 1997 History Honours, Flinders University of South Australia
- 1993 Graduate Diploma in Education, University of Adelaide
- 1992 Bachelor of Arts, University of Adelaide.

Motivation to nominate for a position on the Board of Directors? What do you hope to achieve for (a) the South Australian sport and recreation industry, (b) Sport SA and (c) yourself?:

The fact that I am applying again after being unsuccessful of being appointed in 2016 is evidence enough of my motivation and eagerness to represent the South Australian sporting community on the board of Sport SA. Demonstrating my commitment to Sport SA with my appointment on the Sport SA Awards Committee for 2017. I have a strong interest and passion for sport and have been a dedicated and committed volunteer of sport for over 20 years as I believe that sport plays an important role about who we are, how we behave having a direct impact and influence within society.

I have been keen to widen my Board experience and to be involved in contributing to more than one sport. I see this as an opportunity for me to reconnect with the crucial role of state sporting operations and to be involved with the peak organisation for all sport in South Australia. To also bring my national board and state chair experience and learnings to this role.

Touch Football has grown considerably over the 20 years I have been involved. As a national board director for seven years I was responsible for significant success through the unification of the sport from having been state based run and the partnering of Touch Football with the NRL for its ongoing sustainability. The difficulties of sport are not that dissimilar to government having to manage both state and national interests to achieve good outcomes. I bring a diversity of skills and experience from both my work and volunteer roles which I consider would be beneficial to Sport SA.

I consider myself an effective leader, outcomes focused and someone who practices what they preach. I believe in empowering others to achieve the most effective outcomes. I bring a unique set of attributes and well-established connections both in sport and across government, which would benefit this role.

What skills, attributes and experience would you bring to the Board in the role of Director?

Key Abilities:

- Strong grassroots understanding of operational community and not for profit organisations
- Extensive experience in change management, strategic planning and policy development
- Strong understanding of corporate governance, due diligence, accountability and transparency
- Understanding and valuing the importance of the role of volunteers
- Advocacy and negotiation qualities within sport and on gender issues
- Extensive understanding of self-drive and continuation of further learning and development.

Skills and Experience:

- An in-depth understanding of the values and expectations of NGOs
- 20 plus years of current and past experience on board and committees
- Australian Institute of Company Directors graduate and member
- Strong understanding of corporate due diligence, and effective Board governance including compliance requirements and legal obligations
- Proficient understanding and knowledge of financial statements
- Ability to creatively approach opportunities, problems and solutions to develop and achieve organisational strategic objectives and targets

Extensive knowledge, experience and networks in partnering and engaging with stakeholders and community

- Advocate and champion of change, public speaker and facilitator.

Main sporting interests?:

I enjoy attending any live sporting events. As a spectator:

- AFL - Port Adelaide Football Club Member
- Cricket - SACA Member
- Rugby Union Rugby League

As a coach:

- Junior Primary School Basketball Coach
- SA Open Men's Alliance Cup, Assistant Coach

As a participant:

- Running and Cycling.

As an advocate (through social media Et as a speaker):

- Women in sport
- Sport inclusion Et diversity Grassroots participation Volunteers.

Involvement with other Boards and any other relevant volunteer/community activity involvement:

Touch Football South Australia, State Operations Advisory Panel, Chair, 2016 - current Disciplinary Tribunal Chair

Sport SA Awards Committee Member, 2017 - current

Past Chair, Board and Committee experience includes:

Out of School Care and Recreational Services (OSCARS) Chair, 2014 - 2017

Volunteer Strategy of South Australia Working Group Member, 2014 - 2016

Chair, Corporate Volunteer Council Subgroup, 2015 - 2016

Unley Primary School Governing Council, Committee member, 2014 - 2017 Touch Football Australia

Board member - chaired meetings in chairs absence

Governance subcommittee, chair

High Performance recruitment and selection panel chair Disciplinary Tribunal chair

Touch Football South Australia

State Operations Advisory Panel chair Disciplinary Tribunal Chair

State Director of Selectors

Amnesty Australia SA Et NT Branch Committee member Western Districts Touch Football Association

General member, Secretary Et President

Chair and committee member experience with Employment roles:

Various State Government stakeholder and community committees within education, youth, higher education and health.

Nominees name: Joe Stevens

Nominated by: City – Bay Fun Run Committee Inc.

Current position: Race Director, City-Bay Fun Run

Summary of industry experience:

President Athletics South Australia (2014-Present)

Vice President Athletics South Australia (2001-2014)

Race Director, City - Bay Fun Run (2004-Present)

2010-2011 Athletics Australia Volunteer of the Year Award Commonwealth Games M06 (4 Months - Lead up and post)

Competition Manager - World Police Fire Games-2007 Technical Commission,

Athletics Australia (2009-Present) Competition Manager - Masters Games (Athletics) Commissioner Director

Track and Field Championship 2014

Manager for Operations, Athletics South Australia (14mths 2008-2009)

Executive Committee Member South Australian Olympic Council (2008-Present)

Board Member of Australian Commonwealth Games Ass (SA Div).

Summary of governance experience:

Reporting to Athletics Australia Reporting to Athletics South Australia Reporting to SA Olympic Council

Office of Recreation regular Governance Courses

Regular governance courses through Member of Australian Institute of Company Directors.



Summary of Qualifications:

- Business Management Certificate Responsible Persons Certificate
- A Grade Athletics South Australian Official over 4 disciplines.

Motivation to nominate for a position on the Board of Directors? What do you hope to achieve for (a) the South Australian sport and recreation industry, (b) Sport SA and (c) yourself?:

I am motivated by an absolute love of sport and therefore nominate myself for this position. My passion is closely followed by my experience and availability to always be involved with sporting activities I events when and where required.

Therefore I see it as a natural transition to continue my development and offer my expertise by joining the Board of Directors for Sport SA where I can continue to live my passion.

If reelected on the Board of Sport SA, I hope to achieve a stronger community involvement and greater awareness of sport in South Australia.

Promote physical activity as an enjoyable integral part of a healthy lifestyle.

Encourage more school training programs and help the youth of today and future generations in embracing a passion for sports and better quality of life.

Further develop the reputation Sports SA has for high standards of business conduct through its affiliated bodies in the industry.

To create a greater profile for Sport SA via marketing strategies and my enthusiasm and dedication to creating a better future for sport in South Australia. Personally I wish to continue to provide positive reinforcement to all individuals in particular the up and coming youth by promoting a healthy work life balance and most importantly the benefits if being involved Sport.

What skills, attributes and experience would you bring to the Board in the role of Director?:

My many years of Experience on Athletics SA and Athletics Australia committees bring a wealth of knowledge. Member Australia institute of Company Directors.

My attributes are my availability to travel and adapt to all sporting requirements. I pride myself on my integrity, enthusiasm, vision, innovation and adaptability and I believe in mentoring the younger generation leading them to a productive future highly involved in sports and related fields.

My contacts within the industry and other important sectors are also a key attribute that would assist in me bringing results to the table where possible.

Finally, I believe my experience of over 40 years in the Athletics and sporting both locally and international is paramount to what I can offer and deliver being a part of this important organization given the opportunity.

Main sporting interests?:

My main interest in sport is within Athletics given this has been my passion from a youth. However, my passion for sport is not limited to this as I continue to be involved in sports across the majority of my spare time as an active participant, organizer and volunteer.

Over the years I have watched and encouraged my children to participate in a broad variety of sports, ranging from Netball, Basketball, Golf, Football and Athletics, resulting in a strong enthusiasm for the promotion of sport to younger generations. In conjunction with this in my spare time I am a Gold Crows Member watching ng all home matches.

My sporting interests do include AFL, Golf and Cricket, whilst my passion remains from my youth - Athletics Involvement with other Boards and any other relevant volunteer/community activity involvement:

City - Bay Fun Run Committee and Board Member (Current) Executive Committee for South Australian Olympic Council (Current) Board of Sport SA

Board of Australian Commonwealth Games Ass (SA Division) Athletics South Australia Board Member (Current)

Competition Administrator for Athletics SA (Current) Technical Commission Athletics Australia (Current)

Athletics Australia Awards Committee life Member Athletics SA

Norwood Basketball Club Vice President and Board Member (Previous) St Joseph's Kingswood Board Member (Previous)

Life Member Western Districts Athletics Club.

