



SPORTS FOCUS

SAFE • WELCOMING • INCLUSIVE

Sports Focus Annual General Meeting - 2025

Online via Zoom Communications

Loddon Campaspe Sports Assembly Inc

24/11/2025 at 17:30 PM - 18:10 PM AEDT

Minutes

1. Welcome and Acknowledgement of Country

2 minutes

Board Chair, Matthew Mann, welcome those assembled and provided an Acknowledgement of Country with a focus on peace, harmony and reconciliation

2. Quorum, Apologies, Proxies

2 minutes

Attendees

- Matthew Mann - Director
- Kylie Evans - Director
- Jacqui Carroll - Director
- Dr Kirsty Forsdike - Director
- Andrew Gallagher - Director
- Sandra Hansen - Director
- Deb Simpson - City of Greater Bendigo
- Vanessa Showell - Bendigo Volleyball Association
- Anthony Day - Bendigo Tennis Complex
- Nicole Georgeson - South Bendigo FN Club
- Paul Rogers - Chewton Archers
- Stuart Craig - Belvoir Park Golf Club

Apologies

- Lauren Fawcett - Epsom Football Club
- Anne-Marie Kelly - Director
- David Burns - Director
- Laura Naughton - Loddon Shire Council

Guests

- Shelley Mulqueen - Sports Focus
- Laura Bradley - Sports Focus
- Jo Cahill - Sports Focus
- Maggie Gleisner - Sports Focus (Minute Taker)

The meeting was scheduled to commence at 5.30pm, but failure to register a quorum under the Rules of the association at the designated time, the start was delayed to 5.45pm when the quorum of 10 members present was achieved.

3. Confirm Minutes of Annual General Meeting - 2024

2 minutes

[3.A SF_Annual_General_Meeting_Minutes_- 2024.pdf](#)

The Minutes to the 2024 Annual General Meeting were tabled as presented.

Motion: That the Minutes from the 2024 Sports Focus Annual General Meeting be accepted as a true and accurate reflection of the meeting.

Moved: Kylie Evans

Second: Andrew Gallagher

Carried

4. Business Arising from Annual General Meeting - 2024

1 minutes

Nil Actions from the 2024 Annual General Meeting

There was no business arising from the 2024 Annual General Meeting

5. Presentation of Annual Report

15 minutes

Sports Focus Board Chair, Matthew Mann, will present to the members present the Annual Report - 2025, highlighting some of achievements from 2024/25.

[5.A Sports_Focus_Annual_Report_2024-25.pdf](#)

The Sports Focus Board Chair, Matthew Mann, presented to the members present the Sports Focus Annual Report - 2024/25. Matthew then went to provided the assembled with a precis of his Board Chair Report which focused on the key strategic pillars; Lead with a Plan; Listen and Act; Take a Partnership Approach and Engage and Enable Communities.

Matthew finished his presentation by thanking the staff, stakeholders and his fellow directors for their work and support throughout the year.

Motion: That the members present endorse the Sports Focus Annual Report - 2024/25 as presented.

Moved: Dr Kirsty Forsdike

Second: Vanessa Showell

Carried

5.1 Financial Report - 2024/25

[5.1.A Financial Analysis - AGM 2024-25.docx](#)

The Sports Focus Business Manager, Stuart Craig, provided a financial report based on the financial statements contained in the Sports Focus Annual Report - 2024/25.

Stuart directed those present to the Sports Focus website for a full copy of the audited financial statements as presented by Strategem Financial Services and the Sports Focus Annual Report - 2024/25 for those who didn't have a copy.

Stuart's financial report is attached to these Minutes for convenience.

6. Video Presentation - 2024/25

5 minutes

Visual presentation of the highlights from our work in 2024/25

A video presentation developed by Sports Focus Project Coordinator, Maggie Gleisner, on the highlights and achievements of 2024/25 was run for all those present at the meeting.

A link to the presentation is included in these meeting Minutes.

https://www.canva.com/design/DAG4oT12r6I/Q1w2qPHY0tmAjrM_OpobQ/edit

7. Election of Directors

5 minutes

Three (3) director positions up for election. Three (3) nominations were received by the time nominations closed on Friday 27 October 2025.

- Jacqui Carroll
- Anne-Marie Kelly
- Sandra Hansen

After reviewing nominations against the skills criteria set for the 2025 Annual General Meeting, it was the recommendation of the Sports Focus Nominations Sub-committee to the Sports Focus Board of Management that each of the nominees meets the criteria prescribed in the Board Election Kit - 2025 and as such should be elected unopposed.

The members present were asked to endorse the three (3) nominations received for the three (3) vacant board positions.

Carried

8. Appointment of External Auditor - 2025/26

2 minutes

A quote has been received from Strategem Financial Services for \$5,900 (GST Exclusive) for the 2025/26 financial year.

This represents a 3.4% increase on the 2024/25 financial year.

Motion: That the members present endorse the recommendation to appoint Strategem Financial Services as the external auditor for the 2025/26 financial year based on the quote received.

Moved: Sandra Hansen

Second: Kylie Evans

Carried

9. Meeting Close

1 minutes

Board Chair, Matthew Mann, thanked everyone for their attendance and declared the meeting closed at: 6.16pm