

# South Coast Pigeon Federation Incorporated



*President:*     **Jeff Sheppard**

*Secretary:*   **David Armstrong**

*Protect these Birds*

## **SCF Annual General Meeting**

8<sup>th</sup> February 2020.

1:00pm

**Record of attendance:** 37 members on signed attendance sheet.

**Apologies:**     Andrew Szalia

Meeting opened by President: **Jeff Sheppard**

**Vale:**     **Adrian Frankie: Dick Whittingham**

### **Meeting:**

Minutes of previous AGM (Feb 2019) read to the meeting.

*moved D Louth, seconded P Clarke that minutes of previous AGM be accepted as a true copy.*  
*Carried.*

**President's Report:**             **Jeff Sheppard**                     *(verbal)*

J Sheppard thanked all for attending, thanked Committee for their efforts in 2019 and detailed contribution by individual committee members. Thanked Steve Saywell for compiling the SCF audit report. SCF will look to come on board with SCF and this should minimise costs to individual flyers.

**Financial Report:**                 **Andrew Szalai - Treasurer**

*Moved B Hider, Second W Glover that the financial report be accepted. Carried.*

**Audit Report** - *presented by Steve Saywell.*

Secretary  
SCF Inc

Dave,

Please accept the following as an audit report on the financial activities for the SCF Inc during the calendar year ending on 31<sup>st</sup> December 2019. The audit consisted of a review of the bank statements, income and expenditure statements, receipts and a partial reconciliation statement for 2019 as presented by the SCF Treasurer, Andrew Szalai. Unfortunately, the IMB cheque book and a Balance Sheet were not presented for this audit. This made the audit

process difficult. I have created a Balance Sheet with the information provided and feel that it reflects a true and accurate state of SCF funds as at 31st December 2019. If the SCF members do not accept this Balance Sheet, then the AGM can be deferred to a time when a Balance Sheet prepared by the Treasure can be audited and then presented to the members.

Creating this Balance Sheet enabled me to examine all transactions, receipts and invoices. I could find no discrepancy with monies received, deposited and issued. All amounts were logged correctly and banked accordingly. There were some minor bookkeeping anomalies where funds were incorrectly allocated and when reviewed those anomalies were easily corrected. The spreadsheets for Income and expenditure correlate with the monthly reconciliations and the bank statements for the IMB Everyday Account and the IMB Debit Account.

The Executive Committee of the SCF are responsible for the preparation and fair presentation of a financial report and have constructed a reporting system that encompasses and reports on all financial activity for the SCF Inc. The Executive Committee's responsibility also includes control measures of records and receipts so as to minimize/exclude the possibility of fraud or error in the preparation of this financial report.

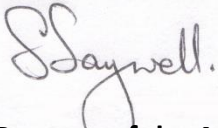
It is incumbent on the Executive Committee and the Secretary and Treasurer, in particular, to ensure that the accounts for the Race Secretary and Ring Secretary are correctly reviewed and funds allocated and recorded correctly in these accounts. Examination of the Race Secretary accounts (SCF Combine entries) indicates number of variations between the income for the SCF Combines and the monies expended. These accounts were not presented for this audit and an explanation for the variances may be appropriate at the SCF AGM.

Secondly there is a question as to the issue of IGBF Rings for SCF fund raising. These rings are normally sold for \$5 each. I asked the Ring Secretary how many IGBF rings were issue by the SCF for fund raising and how the costs for these rings were allocated. This issue requires clarification by the committee. It would be appropriate that SCF Funds be issued to cover the costs of IGBF rings used for "fund raising and this would equate to a sum of \$275, based on the 55 rings used for fund raising. This amount plus funds from the "normal" sale of 761 IGBF rings at \$5 each realises an SCF Liability for this race of \$4,080.00. That liability, when subtracted from the operating expenses for the year, results in an operating surplus for 2019 of \$830.56.

The Long-Distance Committee presented several reconciliations and bank statements. No bank cheque book, no invoices or receipts and no Balance Sheet were supplied. The LDC has an independent bank account and I have assessed these reconciliations recorded them and have included a summary of these LDC funds in the Balance Sheet.

The SCF accounts and bank records, as presented to me by the SCF Treasurer, display a logical and transparent accounting procedure. I have conducted an exhaustive audit of these accounts (as presented) and in my opinion they reflect an accurate and true copy of business conducted by the SCF Inc during 2019.

Sincerely



### **Purpose of the Audit**

The purpose of the Audit is to objectively assess the adherence and level of compliance by criteria required to effectively operate the SCF Inc. of NSW; namely 2. *Audit Criteria below*. In addition, the audit aims at examining any area of potential improvement or any inconsistencies in order to propose corrective or proactive actions. It is also the Auditor's responsibility to express an unbiased opinion on the financial statements and include any suggestions to non-compliance issues that may arise due to the audit.

### **1. Audit Criteria**

The Criteria by which the Audit was carried out is contained within aspects currently pertaining to South Coast Federation Inc. of NSW namely:

- SCF Racing By-Laws
- Model Rules 2007
- SCF Code of Conduct
- Sub-Committee Protocol
- Liberation Protocol

### **2. Scope of the Audit**

The Audit conducted was that of the South Coast Federation Inc. of NSW and covered the following boundaries:

- Financial Transactions
- Organisational Requirements
- Information
- Requirements and Compliance

### **3. Audit Summary**

#### **a. Financial Transactions**

Information was gathered from the SCF's Income and Expenditure transactions, Debit Card transactions as well as monthly statement details and receipt stubs. The accounts have been reconciled with the SCF Treasurer's receipt book, the SCF Charity Receipt book, miscellaneous receipts and Bank statements. A thorough review of all this information was carried out in a fair and accurate method, verifying and cross-referencing account details to ensure there were no major errors or fraud.

The Treasurer prepared a comprehensive Income and Expenditure Sheet together with a financial Balance Sheet. The Balance Sheet reflects the current net financial position of the South Coast Pigeon Federation Incorporated as at the 31<sup>st</sup> December 2019.

## Election of Officers:

President:	<b>Jeff Sheppard</b> moved: D Louth	unopposed seconded: F Raschilla
Vice president:	<b>Frank Raschilla</b> Moved: D Armstrong	seconded: D Miller
Secretary:	<b>David Armstrong</b> moved: J Sheppard	unopposed seconded: D Miller
Treasurer:	<b>Andrew Szalia</b> moved: J Sheppard	unopposed seconded: D Miller
Race Secretary:	<b>Derek Louth</b> Moved: D Armstrong	unopposed seconded: J Sheppard
Ring Secretary:	<b>Jeff Sheppard</b> moved: D Miller	unopposed seconded: D Monteleone
General Assist Secretary:	<b>Dave Miller</b> moved: R Bird	unopposed seconded: P Clarke
Assistant Race Secretary:	<b>Peter Clarke</b> Moved: D Louth	unopposed seconded: F Raschilla

## Notices of Motion - Discussion

### **1 Amendment to Rule 2 (1998) Rule 7a (2008) 8a (2011)**

The motion or amendment to be that after flying the two-year south route that we fly one season south west Stawell Mt Gambier direction and then one season north westerly i.e. Molong Narromine Cunnamulla Charleville direction and that the liberation points to be decided on by the members to give the change every chance of success. We will then have flown four routes and can decide on future routes.

Moved: I Sunlay      Seconded: G Williams

*G Worthington spoke on subject saying that members have short memories that CCF got smashed when they raced SW direction.*

### **2. Amendment to Rule 7a.**

Amendment:

***7a. The SCF Inc. of NSW shall conduct races on the basis of two years on the Northern Route followed by two years on the Southern Route and two years about alternatively thereafter commencing race season 2020. As soon as possible the SCF Inc. of NSW Committee shall draw up a schedule of races for the relevant season.***

*This amendment was discussed and is a straightforward yes or no ballot back to the members.*

## **AGM closed at 2:20pm**

### **General Meeting**

A General Meeting of members was opened at 2:30pm with the following items discussed.

- 1.** Denis Glover was given life members ship. He as been a member of the Federation for many years he has served on the committee for years and done a great job for the Federation  
Moved: F Raschilla seconded: D Miller
  
- 2.** D Monteleone spoke about fed tossing and that the truck should go if the cost is covered.
  
- 3.** The Federations trailer will be fixed up to suit the fed's baskets.
  
- 4.** Daniel Cavill asked if 2019 season was counted as the first year south.  
2019 season was scheduled to be flown from the north due to heavy losses and the welfare of the birds it was decided to swing the birds to the south route.
  
- 5.** The Liberation Committee will be as follows D Armstrong, S Saywell, F Raschilla

**meeting closed 3:00pm**