

**TOUCH FOOTBALL AUSTRALIA
ANNUAL GENERAL MEETING
20 NOVEMBER 2021**





NOTICE OF ANNUAL GENERAL MEETING OF TOUCH FOOTBALL AUSTRALIA

In accordance with the Touch Football Australia Limited (TFA) Constitution (TFA Constitution), written notice is hereby given to:

Queensland Touch Association (QTA); and
New South Wales Touch Association (NSWTA); and
Every Affiliate; and
Every Delegate; and
The Directors; and
The auditor of TFA; and
All State and Territory Advisory Committee Chairpersons

that the TFA Board of Directors has scheduled the TFA Annual General Meeting for the 2020/21 financial and reporting period to be held as follows:

Date: Saturday 20 November 2021
Time: 1100 AEDT
Location: Via video conference hosted at tfa.verovoting.com.au



Touch Football Australia
Suite 1/18 Napier Close, Deakin ACT | PO Box 9078, Deakin ACT 2600
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ABN 55 090 088 207



The nature of the business of the meeting shall be:

1. **Acknowledgement of Country**
2. **Meeting open and welcome by the Chair**
3. **Apologies and proxies**
4. **Confirmation of previous minutes**
5. **Reports from the Chair and Chief Executive Officer**
6. **Receive directors' report, financial report and auditor's report**
7. **Election of two (2) Elected Directors for a three-year term from the following nominees:**
 - Stuart Geros
 - Erin Taylor
 - Kylie Wilkinson
8. **Appointment of auditor**
9. **Other Business**
10. **Close of Meeting**

In accordance with clause 17.10 of the TFA Constitution, a Voting Member entitled to attend the Annual General Meeting is entitled to appoint any person as proxy.

The proxy form, which is available as **Annexure A** to this Notice, must be provided to the Chief Executive Officer no later than **11.00 am (AEDT) on 18 November 2021** at the following email address:
jamie.oconnor@touchfootball.com.au

If you have any queries, please advise me directly at your earliest convenience.

By Order of the Board

Jamie O'Connor
Chief Executive Officer
Touch Football Australia Limited
29 October 2021





Touch Football Australia Limited Annual General Meeting

Minutes - Saturday 14 November 2020

Via Videoconference.

Attendees: Anita Hagarty (Chair), Barry McNamara (Director), Neil Collins (Director), Michael Rush (Director), Erin Taylor (Director), Andrew Hill (Director), Cassandra Lawry (Director), Jamie O'Connor (CEO), Garry Foran (CFO and Company Secretary), Cecilia Eichler (Vic Delegate), Tim Pearson (NT Delegate), James Anderson (Tas Delegate), Rob McKay (WA Delegate), Sandra Hughes (ACT Delegate), Deidre Morrow (SA Delegate), Mark Hearnden (NSWTA Delegate), Troy Morgan (QTA Delegate), Sart Spinks (Bellchambers Barrett) and Greg Mitchell (Vero Voting) who attended to support electronic voting process.

1. Acknowledgement of Country

The Chair conducted the Acknowledgement of Country.

2. Meeting Open and welcome by Chair

The Chair declared the meeting open at 11.01am and quorum was present.

3. Apologies and proxies

The CEO confirmed an apology was received from Manly Touch Football Association and that no proxies were provided.

4. Confirmation of previous minutes

The Chair confirmed that the minutes of the 2018-2019 Annual General Meeting were circulated prior to the meeting and asked if there was any amendments or comments.

Motion That the Minutes of the 2018-2019 Annual General Meeting be adopted as true and correct record of that meeting.

Moved Mark Hearnden

Second Cecilia Eichler

Motion carried.



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5. Reports from the Chair and Chief Executive Officer

Chair Report

Anita Hagarty delivered the Chair's Report, for the information of the Members. Members were provided with an overview of the report contained in the 2019-2020 Annual Report and is summarised:

- » The Chair recognised the ongoing contribution to the sport from TFA Board Members, the CEO and staff and all volunteers involved in the sport. The Chair thanked the STAC Chairs and committees for their ongoing contribution. Acknowledgement of TFA's sponsors and commercial partners were highlighted.
- » Additional thanks and acknowledgement was provided to NSWTA and QTF Boards and staff for their ongoing support and collaboration. Thanks was also provided to the ARLC, ARLC Chairman Peter V'Landys and the NRL CEO, Andrew Abdo; Sports Australia and all State Government agencies.
- » The Chair recognised the financial investment in the sport and the successful completion of the 2019 NRL Touch Premiership series with the grand final played at the Sydney Cricket Ground in September 2019. Disappointingly, the 2020 Series was postponed only weeks prior commencement due to the COVID pandemic.
- » In partnership with Sport Australia, Touch Football Specialised launched the All-Abilities Program, providing opportunities for people with physical or intellectual impairments to take the field with other members of the Touch community, making Touch Football more inclusive than ever. As these programs rolled out across the country, TFA introduced the first ever All Abilities division at the National Touch League (NTL),
- » A significant achievement during the reporting year was the success of Australia's performance at the Youth Trans-Tasman Series. Australia's young Emus won an all Divisions with the event played in Australia. The much-anticipated Opens event was postponed due to Covid pandemic.
- » The Chair paid particular acknowledgement to TFA CEO Jamie O'Connor and TFA's leadership team for their work through a period of huge change and uncertainty. They had the challenging task of providing leadership during the sport's unprecedented shutdown, and managed to protect the organisation, support our incredibly committed staff and steer the sport to a successful reboot once restrictions started lifting.
- » The Chair paid respects to NSWTA President, Aileen May, and TFA Life Members, Ray Vawdon and Lou Tompkins, who all sadly passed away during the reporting year. Further acknowledgement of their impact on the sport over many years was respectfully highlighted.

No questions were raised on the Chair's Report.





CEO Report

The CEO provided the Members with an overview of the report contained in the 2019-2020 Annual Report. In providing the overview:

- » The CEO acknowledged all representatives attending the Meeting, thanked Anita Hagarty and the TFA Board of Directors for their unwavering support. The CEO also recognised and thanked NSWTA, QTF and members of the various STACs for their contributions.
- » The CEO thanked and acknowledged all TFA staff for their ongoing loyalty and support especially during the period of stand-down; and the positive approach to the return to work and return to play action for the sport.
- » The CEO highlighted areas of positive growth in the sport, particular in relation to junior participation; which are highlighted in the body of the Annual Report.
- » The CEO advised that the reported consolidated operating deficit contained in the Annual Financial Statements recognised the investment in the sport in relation to the NRL Touch Premiership. TFA reported a modest offsetting operating surplus for the year.
- » The CEO acknowledged the relationship with the Australian Rugby League Commission (ARLC) and the National Rugby League (NRL), and the opportunities presented by the relationship; especially the NRL clubs involved in the NRL Touch Premiership.
- » The CEO provided an overview of key operational deliveries for the year including: the success of the 2019 NRL Touch Premiership culminating in the Grand Final being played at the Sydney Cricket Ground; further advances in broadcasting of the sport; the critical success of the social media platforms; TFA's sponsorship status with positive retention; the highly regarded work of Mater and specialised advice in relation to infectious diseases and return to play plans; the success of the 2020 NTL particularly the All Abilities Division being included in the event for the first time.
- » The CEO recognised the ongoing success of TFA's high performance program highlighting the Emus' performance in winning all divisions at the Youth Trans-Tasman Series in Newcastle.
- » The CEO acknowledged the challenges in shifting to a new competition management platform (MySideline) and thanked the TFA community for the support and cooperation during the difficult transition period.
- » The CEO acknowledged the key role of volunteers in the sport and provided a general thank you to the wider touch football community.





Further, the CEO advised that a number of questions were received from Delegates prior to the Meeting which were addressed as below:

- » The CEO outlined that the success of TFA's pathways was in the results, specifically noting that a clean-sweep of the recent Youth Trans-Tasman, current holders of all World Cups and the number of players that progress from touch football to NRL and NRLW are all indicators that the pathways are producing results. Australia's coaches are recognised as the best in the world as are the referees with more than half of the referees at the most recent World Cup being Australians. The CEO also spoke about pathway accessibility highlighting that if the leading female referee in the world can come from South Australia that accessing the pathway, whilst challenging, is not out of reach. TFA has made that more accessible by investing further into referees and removing cost as a barrier.
- » The CEO broadly outlined the funding model and sustainability of the NRL Touch Premiership noting that the funding comes from multiple sources including support from the competing NRL clubs, commercial revenue and efficiencies created in operations to divert into the program.
- » The CEO explained the mechanism for TFA's measurement of the transition of school programs into competitions and the use of the Net Promoter Score to measure satisfaction.

No further questions were raised on the CEO's Report.

Motion That the Chair's report be accepted.

Moved James Anderson

Seconded Sandra Hughes

Carried

Motion That the CEO's report be accepted.

Moved James Anderson

Seconded Cecilia Eichler

Carried





6. Financial Report and Auditors' Report

The Chair introduced Garry Foran, TFA CFO to speak to the 2019/2020 financial report. The CFO provided the Members with an overview of the Executive Summary supporting the 2019-2020 Audited Financial Statements advising the Membership that questions were received prior the meeting and will be addressed in the report. Highlights provided were:

- » Critical decisions were required to protect the business from the impact of the pandemic. From early April, TFA staff were stood down; mostly via JobKeeper with those considered critical to operations retained at reduced hours and salary. TFA sought other government relief through the PAYG stimulus package to offset its obligations.
- » The 2020 NRL Touch Premiership competition was cancelled, and other program and project initiatives halted to limit exposure.
- » The impact resulted in a decline in TFA's national affiliation and insurance revenue of \$760,000 and TFA state operations (managed competitions) combined loss of net revenue of \$300,000 (offset by \$27k of direct state subsidy for COVID relief).
- » Human resource expenditure reported for the year of \$2.57m against the previous year of \$3.53 m recognises PAYG government relief of \$50,000; JobKeeper direct subsidy of \$454,000 and salary reductions of \$400,000 with staff stand-downs from the end of March.
- » 2019-2020 budget planning included strategic investment activity of the NRL Touch Premiership. A modest general operating surplus of \$16k was achieved for the year with \$242k direct costs associated with the Premiership for 2019 final rounds and finals series resulting in a \$226K net deficit result.
- » Equity preserved at the end of 2015 was Total Equity \$4,130m; Retained Earnings \$2,392m and at the end 2020 it was Total Equity \$4,017m; Retained Earnings \$1.886m
- » Cash at bank has reduced by some net \$290k, the trade creditor and supplier balance has significantly reduced which has the effect of supporting the current ratio. TFA remains debt free, with no borrowings; and liabilities are contained to leases (mainly state office locations), current operating creditors and statutory employee provisions.
- » Additional grants were received during the year which were tied to specific program outcomes - the All-Abilities Program; the joint TFA/NRL non-contact participation initiative, and an infrastructure grant to provide improvements in IT data storage systems. As a result, a 10% increase in revenue under Sports Development can be identified along with a correlating increase in sports development expenditure. Human resource commitments to deliver the programs are accounted for under Human Resources.





» The financial position of the organisation is sound; with the reported operating result a reflection of the strategic decisions and actions taken during the reporting year. Working capital management has remained diligent; TFA's net asset position is robust. The Audited Financial Statements distributed to the membership are unqualified and can satisfactorily be relied upon as presenting a fair and accurate position of TFA for the financial year end 30 June 2020.

The CFO agreed to Mark Hearnden's request for a copy of the CFO's summary to be circulated post meeting.

No further questions were raised on the CFO's Report.

Motion That the 2019-2020 Annual Financial Statements be accepted.

Moved Mark Hearnden

Seconded Tim Pearson

Motion carried

Motion That the 2019-2020 Audit Report be accepted.

Moved Cecilia Eichler

Seconded Sandra Hughes

Motion carried.

7. Election of Directors

Prior to progressing to the election of Directors, the Chair paid tribute to outgoing Director and former Chairman, Michael Rush noting his contribution over many years to both the organisation of TFA and the sport of touch football has been immense. The Chair noted Michael provided a degree of logical thought and critical review in areas of finance and investment, championed a review of TFA's governance and provided a voice of reason in ensuring TFA's membership was at all times protected and was critical in the development of the NRL partnership.

Michael acknowledged the support of his colleagues on the Board and within the TFA Leadership noting he was leaving the sport in safe hands.





The Chair progressed the meeting to consider the election of Directors and invited the CEO to outline the process. The CEO outlined the requirements of gender diversity on the TFA Board and, in accordance with the Constitution, the role of the TFA Nominations Committee.

The CEO advised that a total of eight (8) nominations were received with two (2) deemed invalid. The Nominations Committee considered the nominations and deemed the following five (5) candidates suitable for consideration by the Delegates for election to the Board.

Neil Collins
Erin Taylor

Adam Fahim
Kylie Wilkinson

Kelvin Lockyer

The CEO noted that the election will be conducted in two (2) parts with the first round requiring the election of two (2) Directors to each fill a three-year term with the second round to elect one (1) Director to fill the remaining year of a casual vacancy created by the resignation of Rachel Baird. The CEO further advised that depending on the results of the first round that one of the three (3) male nominees may be excluded from the second round of elections to ensure gender diversity requirements are met.

Greg Mitchell was introduced as the independent reporting officer and scrutineer for the purpose of the electronic voting and the Delegates were instructed to cast their votes in the first round of election of Directors.

Greg Mitchell reported, and the Chair announced that **Neil Collins** and **Kelvin Lockyer** had been elected to fill three-year terms.

The Chair advised that **Adam Fahim** was now considered ineligible for election and was removed from the ballot. The Chair instructed the Delegates to cast their votes for the sole casual vacancy position.

Greg Mitchell reported, and the Chair announced that **Erin Taylor** had been elected to fill the casual vacancy position.

The Chair thanked all nominees, congratulated those that were elected and thanked Greg Mitchell for his assistance in the process.





8. Appointment of Auditor

The Chair requested the CFO to speak to the appointment of the auditor.

Garry Foran expressed his professional view of Bellchambers Barrett and the outstanding work they have continued to deliver; recommending the Membership consider retaining Bellchambers Barrett as the appointed Auditor of Touch Football Australia.

Motion That Bellchambers Barrett be appointed as the auditors of Touch Football Australia for the next financial year.

Carried

9. Other Business

The CEO advised that the Special Resolution had been withdrawn by NSWTA and that no other formal business requiring attention was received.

10. Close of Meeting

The Chair closed the meeting at 11.59 am.

Chair Approval – Record of Meeting Minutes

I, Anita Hagarty, as Chair of this meeting approve these minutes as an accurate record of the meeting held on the date and time specified within.

Signature

Date 26 October 2021



**TOUCH FOOTBALL AUSTRALIA
BOARD NOMINATIONS
20 NOVEMBER 2021**





27 October 2021

Mr Jamie O'Connor
Chief Executive Officer
Touch Football Australia
Via email – jamie.oconnor@touchfootball.com.au

Dear Jamie,

TFA Board Nominations – 2020/21

In accordance with the TFA Nominations Committee Charter, the Nominations Committee has met to consider the suitability of candidates ahead of the 2020/21 Annual General Meeting. On behalf of the Committee, I confirm the below:

1. The following three nominations were received and reviewed:

Erin Taylor

Stuart Geros

Kylie Wilkinson

2. The Committee considered gender diversity and notes that the election of any two of the three candidates will satisfy the Board's requirements.
3. In addition to current performance and contribution; and based on the current skills matrix and potential deficiency should she not be re-elected; the Committee strongly endorses **Erin Taylor** to the membership for re-election.
4. The Committee deemed **Stuart Geros** and **Kylie Wilkinson** as suitable candidates and endorses both nominees for consideration of the membership.

The Committee thanks all candidates for their interest in serving the sport.

Kind Regards

Andrew Hill
Chairperson

Cc Anita Hagarty
James Yeo



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Touch Football Australia Limited – Director Nomination Form

This document must be completed by those Nominees seeking election to the Touch Football Australia Limited Board. It must be signed by the nominee, the nominator, and the seconder.

Nominee Information

Name Stuart Craig Geros

DOB 28/12/1967 **Gender** Male

Address 8 Peal Place

Suburb Warriewood, 2102

Email sgeros@gmail.com

Mobile 0417259224

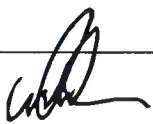
A summary of the Nominees claims for the position outlined above are to be attached separately to this Nomination Form. Documentation to support applications include but is not limited to:

- » Academic qualification;
- » Relevant position experience;
- » Current employment;
- » Touch Football experience (outline of positions, qualifications – player, referee, coach etc);
- » Current positions held by Nominee in non-sport orientated fields.

Nominator and Seconder Information


Nominator MARK HEARNDEN

Association Name NSWTA

Signature 

Seconder RODERICK HETHERINGTON

Association Name PARRAMATTA TOUCH FOOTBALL

Signature 



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Note Both the Nominator and Seconder must be authorised representatives of an Affiliate, NSWTA or QTA. An Affiliate is a local entity that conducts and/or administers Touch Football competitions, is a Member of Touch Football Australia and has completed the Affiliate Regulations documentation.

Declaration

I hereby certify my willingness to accept the position for which I have been nominated for, as outlined on page 1 of this document.

Given Name: Stuart Geros
Signature: 
Date: 19/10/2021

Nomination Submission Protocol

- » Nominations close at 5pm (AEDT) on Saturday 23 October 2021.
- » Nomination forms must be completed in full, with all signatures included to be considered.
- » Nominations are to be submitted to the Chief Executive Officer of Touch Football Australia by email or post to the below addresses:

Mr Jamie O'Connor
Chief Executive Officer
Touch Football Australia
PO Box 9078
Deakin ACT 2600
jamie.oconnor@touchfootball.com.au



19th October, 2021

Mr Jamie O'Connor
Chief Executive Officer
Touch Football Australia
PO Box 9078
Deakin ACT 2600
jamie.oconnor@touchfootball.com.au

Application for Board Position with Touch Football Australia.

Dear Jamie,

The last twelve months have been a challenge for community sport in Australia. Having been on the Board of NSW Touch for the last three years, I have witnessed the highs and lows leading into and during the Covid Pandemic. My passion for Touch Football as an administrator in Touch Football at Affiliate, Regional and State Levels has provided me with a wealth of experience that I feel would be a great asset to TFA.

As the Chief Product Officer of publicly listed Prophecy International, I oversee the innovative product direction of the entire suite of software solutions for that company. My role requires a range of skills that fit well within the innovative management team at TFA. As a current Vice President at Manly Warringah Touch, over the last ten years, I have played an active role in the direction that has taken our club to the largest playing member club in NSW. Additionally, I have taken those innovative skills further with roles in the Sydney Scorpions that have contributed to the ongoing success of that region at both the state and national level. More recently as a Director on the Board of NSW Touch, I have played a role within the team in improving the way by which Board operates internally as well as externally, leading to what I feel has been a very successful outcome in these trying times. These roles have provided me with great credentials in business and sport that I would highly complement the skill sets within the current TFA Board.

Although I do not have a background as a representative player or coach, I have a strong understanding of the sport and have created great relationships with many people inside touch football who are leading coaches, administrators and players within our sport, including what I believe is a great working relationship with the current TFA Board, as well as its employees. A strong alliance between TFA and the State Bodies is a key asset for the admin team at TFA and one that I believe would be of value to..

Some of my key skills and achievements are listed below;

Touch Football

- As an Independent Director on the Board of NSW Touch for the last three years, I have had direct roles in the modernisation of our Affiliate Web Sites, a project that now sees greater visibility of touch football in our communities and believe that I have contributed to a change in style of the NSW Committee in the most turbulent time our economy has faced in more than 100 years. I also have been active in our strategic plan that is about to be released, focusing on the area of communications, social engagement and marketing.
- I have now been involved in the committee of Manly Warringah Touch for ~10 years. Manly is now a respected sports affiliate with Touch Football and the recipient of multiple affiliate awards each year. The key objective for Manly is participation. This year we will have (post-covid) our participation is set for 340 junior teams competing in our Summer Comp. This is the current maximum for our fields and if achieved this year will be amazing for our community.
- Junior Representative Teams without loss for 4 years. Key to this was our junior development program that saw a significant effort in retaining players through taking additional teams to Junior State Cup. Note that in excess of 400 players trial for these teams.
- Created a coach-the-coach program for newly arriving parents as coaches of our junior teams. This has been successful in player retention.

- I instigated the use of parent/player codes of conduct for Manly's Junior Representative Teams. This was later adopted by NSW Touch and is now required by every junior player that competes at NSW Junior Tournaments.
- On joining the Sydney Scorpions I architected the concept of a two day elite selection camp for our Under 14 and 16 teams. The concept changed the focus from selection to development of players. It also encouraged players from lesser skilled clubs to participate and has seen a significant shift in numbers of players from all clubs in selection. Parental feedback is amazing. Additionally, coaches are invited to attend to learn from our senior Coaches who are of State and National levels.

Business

I am a self-taught businessman with skills in all facets. In 2003 I had an idea and backed myself to execute it, founding a software company called eMite Pty Ltd. Six years ago that company was acquired by Prophecy International (ASX:PRO). eMite was the third company I have successfully grown and on-sold.

Today, my business skills and models have been adopted by the CEO of Prophecy and the eMite brand is the future of our organisation, with year-on-year growth for the last 4 years and revenues just for the first 14 weeks of this year exceeding last financial year. I oversee teams in Australia and Manila strategizing brand futures, managing a software development team, educating very senior business executives, growing our customer base and evangelising the brands I manage, to the world. These are key skills that I really would like TFA to take advantage of in its road to domination.

With the current evolution of My Sideline I feel my technical skills will assist greatly with future technical decisions in this area. I had overseen the deployment of affiliate websites for NSW as a project of NSW Touch over the last 18 months.

I thoroughly enjoy my business roles within my company, but they do not provide the type of enjoyment that I receive from being involved with Touch Football, whether that is refereeing the local park comp at Manly, or watching the sport at all levels from Under 7s through to elite level. I enjoy the sport and want to contribute to its growth in administration. Knowing that I am giving back to my community is fantastic, but assisting the game to grow nationally and globally as part of the board would be an honour. I feel that with the knowledge I have of the sport at every level will add great value to the growth of our sport.

I thank you for the opportunity to apply and look forward to your response. Regardless of this outcome, I truly look forward to seeing this great brand reach the heights it truly deserves and wish the team at TFA all the best.

Yours Sincerely,



Stuart

Stuart Geros
8 Peal Place
Warriewood NSW 2102
0417 259 224

Key Information

Academic Qualification

Secondary Schooling

Relevant Position Experience

CEO and founder of eMite Pty Ltd an Australian Software Company for 14 years prior to selling to ASX listed Company, Prophecy International Pty Ltd.

During my time in eMite I have gained across the board experience working with Global Top 500 companies in the deliver of best of breed software solutions. Relevant skills include;

- Financial Budgets
- Government Grants
- Contract Negotiations
- Software Development
- Project Management
- Marketing
- Sales

Current Employment

Prophecy International Pty Ltd. (ASX:PRO)

Prophecy International in 2015. Currently the Chief Innovation Officer in command of product direct, development and industry adviser.

Touch Football Experience

Level 1 Referee.

Junior Representative Director – Manly Warringah Touch (4 years)

Various Positions – Sydney Scorpions (4 years)

Current Positions Held

Vice President – Manly Warringah Touch (6 years)

Independent Director – NSW Touch (2018-Present)



Touch Football Australia Limited - Director Nomination Form

This document must be completed by those Nominees seeking election to the Touch Football Australia Limited Board. It must be signed by the nominee, the nominator, and the seconder.

Nominee Information

Name Erin Brooke Taylor

DOB 25/08/1981 Gender F

Address 79 Mannan Crescent Ainslie ACT

Suburb Ainslie

Email erin@avlich.com.au

Mobile 0408 862 431

A summary of the Nominees claims for the position outlined above are to be attached separately to this Nomination Form. Documentation to support applications include but is not limited to:

- » Academic qualification;
- » Relevant position experience;
- » Current employment;
- » Touch Football experience (outline of positions, qualifications – player, referee, coach etc);
- » Current positions held by Nominee in non-sport orientated fields.

Nominator and Seconder Information

Nominator Jodie Gair

Association Name U12 Touch Football

Signature [Signature]

Seconder Kate Hastie

Association Name Charters Towers Touch Assoc

Signature [Signature]





Note Both the Nominator and Seconder must be authorised representatives of an Affiliate, NSWTA or QTA. An Affiliate is a local entity that conducts and/or administers Touch Football competitions, is a Member of Touch Football Australia and has completed the Affiliate Regulations documentation.

Declaration

I hereby certify my willingness to accept the position for which I have been nominated for, as outlined on page 1 of this document.

Given Name: Erin Brooke Taylor
Signature: [Handwritten Signature]
Date: 19.10.21

Nomination Submission Protocol

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- » Nominations are to be submitted to the Chief Executive Officer of Touch Football Australia by email or post to the below addresses:

Mr Jamie O'Connor
Chief Executive Officer
Touch Football Australia
PO Box 9078
Deakin ACT 2600
jamie.oconnor@touchfootball.com.au



Erin Brooke Taylor

Nomination for position of Director – Touch Football Australia Ltd

<p>Academic Qualifications</p> <ul style="list-style-type: none">• Graduate Diploma in Legal Practice (with merit) – Australian National University - 2009• Bachelor of Laws (LLB) – University of Canberra - 2004• Bachelor of Applied Science (Sports Administration) – University of Canberra - 2002• Dux James Fallon High School (Albury) - 1999
<p>Relevant position experience</p> <ul style="list-style-type: none">• Director – Touch Football Australia Ltd (since April 2020)• Chair – ACT State & Territory Advisory Committee (formerly SOAP) since 2013• Director – ACT Touch Football Association Incorporated 2010-2013• Director – Netball ACT (ACT Netball Association Incorporated) 2014-2017• ACT’s nominated director at Netball Australia Strategic forums 2015 and 2016• ACT’s nominated director for Netball Australia’s Super Netball League working group• Secretary - University Norths Rugby Club 2009
<p>Current employment</p> <ul style="list-style-type: none">• Partner, Aulich Civil Law (Canberra) – civil litigation, corporate advisory, contracts, property, wills and estates. Currently employing 25 staff (Partner since 1 July 2019) <p>Prior professional experience</p> <ul style="list-style-type: none">• Senior Associate - Aulich Civil Law (October 2015 – 30 June 2019) - specialising in civil litigation, commercial law (corporate advisory, contracts, property, civil litigation, estate planning). Responsible for the management of junior solicitors and paralegal staff as well as monthly billing and cost recovery• Senior Associate – Griffin Legal (June 2010 – commencing as solicitor to October 2015) – corporate advisory, contracts, property, estate planning• Business Manager – ACT Academy of Sport (January 2008 – June 2010) – (policy, compliance, risk management, stakeholder management)• Projects Officer – ACT Sport and Recreation (2005-2008)• Sports Services Officer - Australian Sports Anti-Doping Authority (2004-2005)
<p>Touch Football experience</p> <ul style="list-style-type: none">• Director – Touch Football Australia Ltd (April 2020 to present)• Member of the Transgender and Gender Diversity Inclusion guidelines working group 2020• Chair – Touch Football ACT State & Territory Advisory Committee (formerly SOAP) since 2013• Director – ACT Touch Football Association Incorporated 2010-2013• Australian Women’s 30s – 2012 Trans-Tasman• Southern NSW Suns or ACT representative from 2001-2017 (with the exception of time off for injury or pregnancy)• Wollongong Devils Vawdon & State Cup 2001-2003

- Player since 1995
- Level 1 referee

Current positions held in non-sport orientated fields

- Mother of 2 girls (7 years and 5 years) and stepmother to 2 stepchildren (14 year old girl and 12 year old boy)
- Member ACT Law Society
- Member Women’s Lawyers Association
- Admitted to the roll of practitioners Supreme Court of the Australian Capital Territory
- Admitted to the roll of practitioners High Court of Australia

A bit about me and why I have applied for the role of Director of TFA Ltd

2021

This application may seem somewhat repetitive for those reading this as I also ran for the position of director at the 2020 TFA Board elections. I came onto the TFA board to fill a casual vacancy part way through 2020 and at the 2020 election ran for the 1-year term that remained on position which I occupied as a casual vacancy for 6 months.

The only thing that has really changed in respect of this application is that I have now had an additional year as a director of the TFA Board. In that time the Board has had to deal with the challenges arising from the global pandemic and considering how best to steer the sport through what has been a devastating time for all businesses, public and private. It has been a proud achievement for the Board to see how the management team and staff have risen to the challenge resulting in the sport being really well placed financially as we head into a (hopefully) pandemic free future. The planning and effort that went into seeing the sport come out of this in such a strong position has been years in the making and it has been a pleasure to be part of that effort.

The sport is in an enviable position where the focus on growth has seen interest in the sport reaching all-time highs (both through viewership and participation), sponsors are at an all-time high and we are on the precipice of being able to invest in the continued growth and professionalism of the sport at unprecedented levels. I hope to get the opportunity to be able to contribute to the sport taking advantage of the traction it has gained in recent years.

About me

I grew up loving sport, both as a participant and a spectator. I am a very passionate and deeply one eyed supported of the Carlton Blues in the Australian Football League. I support the Canberra Raiders in the NRL and the Brumbies in the Super 15 having played for the Brumbies Women’s’ XV’s and 7s sides in 2010 and 2011.

I started playing touch in high school because my Dad played in the local competition (Albury) and so I went along and very quickly fell in love with the game. I have been involved in some capacity ever since staying involved at the board level off the field even when I was sidelined through either injury or pregnancy. All of my closest friends are people I have met playing touch, either at university or through club touch.

I think being involved in a team sport is one of the greatest gifts we can give our children. It gives them exposure to a network of like-minded people, it teaches them hard work, teamwork, the value

of being fit and healthy and gives them something to do with their time other than causing trouble. My passion for being involved at the board level comes from that desire to provide opportunities for our kids (who will go on to become oldies like me) to participate in a sport that has been life changing for me. I want that for my kids and for any kid who wants to pull on the boots. I think it's incumbent on those of us who have had the opportunity to play a sport like ours thanks to the hard work of others, to pay it forward and give back to the sport we have gotten so much out of.

As an employer, I can always tell the difference between the staff that I interview and employ that have grown up playing sport and the ones who haven't. There is an innate work ethic and ability to function in a work environment in people who have played sport growing up that you can't teach people who haven't. It is something I really value as an employer.

I have been on the Touch Football ACT board or STAC since 2010 and have been the Chair of the STAC since 2013. My style, as a Chair is direct. I believe in raising and dealing with issues head on. I believe in accountability. In my last few years as Chair of the ACT STAC our participant numbers were in rapid decline and as part of the STAC at the time we took that on board, realised something had to change and change rapidly and we put up our hands and invited feedback from TFA and the broader ACT community. Whilst difficult, the outcome has been a touch community in the ACT that is now thriving, junior participation numbers are through the roof and our social and elite level competitions and players are going from strength the strength.

As a lawyer I am also direct, hardworking and, when it comes to litigation, aggressive. I don't believe in doing things the way they've always been done just because that's the way they've always been done. I always aim to apply innovation, critical and tactical thinking to every matter I do and to think about all aspects of the matter. I think about not just the obvious stuff like the law and how it applies to the case I am working on but I think about the evidence, how I'll get it, who is the most qualified expert. I think about my client and whether they are likely to be believable or not when they give evidence, what their motivations are and how I can achieve that for them. I think about my opponent, if I've been up against them before, how they react to the actions I take, if they are aggressive or lazy, if they are easily distracted from the core issues in a matter, how good they are in court and how I might be able to get any and every advantage against them.

The traits I value in my staff are for them to be innovators, to be hardworking, aggressive, unbridled and most importantly for them to have a sense of humour and be able to laugh at themselves. I don't believe in micromanaging or looking over their shoulders, I give them the imprimatur to run their own races and be confident in the knowledge that they will know when they need me and come to me when they need help. Most important to me is that they know I will never take issue with them making a mistake if they've done it while trying to do the best job they can.

I think my background in sport, both at the community level and in government combined with my professional experience in sport and law gives me a solid grounding to be a strong contributor to TFA as a Director if elected.

I hope that, if given the opportunity to stay on the TFA Board, I will be part of growing the sport that we all love.



Touch Football Australia Limited – Director Nomination Form

This document must be completed by those Nominees seeking election to the Touch Football Australia Limited Board. It must be signed by the nominee, the nominator, and the seconder.

Nominee Information

Name Kylie Wilkinson

DOB 16.9.1966 Gender Female

Address 3 Waring Ave

Suburb Caringbah South NSW 2229

Email kyliewilko4@gmail.com

Mobile 0414658479

A summary of the Nominees claims for the position outlined above are to be attached separately to this Nomination Form. Documentation to support applications include but is not limited to:

- » Academic qualification;
- » Relevant position experience;
- » Current employment;
- » Touch Football experience (outline of positions, qualifications – player, referee, coach etc);
- » Current positions held by Nominee in non-sport orientated fields.

Nominator and Seconder Information

Nominator Jim Randall

Association Name Northern Beaches Touch Association

Signature [Signature]

Seconder SCOTT HENDERSON

Association Name ST GEORGE TOUCH ASSOCIATION

Signature [Signature]



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 www.touchfootball.com.au | info@touchfootball.com.au

ABN 55 090 088 207



Note Both the Nominator and Seconder must be authorised representatives of an Affiliate, NSWTA or QTA. An Affiliate is a local entity that conducts and/or administers Touch Football competitions, is a Member of Touch Football Australia and has completed the Affiliate Regulations documentation.

Declaration

I hereby certify my willingness to accept the position for which I have been nominated for, as outlined on page 1 of this document.

Given Name: Kylie Wilkinson
Signature: *Kylie*
Date: 23.10.2021

Nomination Submission Protocol

- » Nominations close at 5pm (AEDT) on Saturday 23 October 2021.
- » Nomination forms must be completed in full, with all signatures included to be considered.
- » Nominations are to be submitted to the Chief Executive Officer of Touch Football Australia by email or post to the below addresses:

Mr Jamie O'Connor
Chief Executive Officer
Touch Football Australia
PO Box 9078
Deakin ACT 2600
jamie.oconnor@touchfootball.com.au



KYLIE WILKINSON



CONTACT

- ☎ 0414 658 479
- ✉ kyliewilko4@gmail.com
- 📍 Sydney, Australia

Qualifications Certification & Memberships

- Member Australian Institute of Company Directors (AICD)
- Justice of the Peace
- Member of the Clubs Directors Institute
- Touch Football
 - TFA accredited Facilitator
 - Level 6 NSW Selector
 - Level 2 Coach (currently completing Elite Coaching certificate)
 - Level 1 referee
- Australian Company Director Course 2021
- OH&S accreditation
- Business Accounting and Auditing
- Strategic Planning
- Workplace Discrimination Harassment – Legal/Compliance
- Conflict Resolution and Negotiation

Personal Awards

- Canterbury-Bankstown Australia Day Volunteer of the Year in 2018.
- NSWTA Region Administrator of the Year in 2014

I would like to nominate for the Touch Football Australia Board position. I believe I have valuable skills and experience that would support the Board's strategic focus and challenges moving forward. I am currently a Director of the Revesby Workers Club and have over 20 years' experience in President/Chair positions of sporting and not-for-profit community organisations. I also had an extensive career with the Australian Taxation Office (ATO), holding a number of senior positions during 33 years of service.

Touch Football History

38 years playing the game at representative level including the World Cup in 2001. Over 20 years in coaching, administration and selecting of the game at Affiliate, Regional and NSW level.

Employment History

2018 to current - Director of Revesby Workers Club Limited. The club has over 75,000 members and a turnover of around \$80 million per year. Over \$10 million profit was made in 2021.

2016 to 2019 - Chair of the Board of the Bankstown-Canterbury Community Transport organisation (not-for-profit). This organisation services over 3500 clients and has 50 staff, including volunteers. I was responsible for all aspects of this multi-million dollar community service business. Key achievements include implementation of NDIS related transport services for our clients and improving strategic planning and policy determination processes.

2017 - Visited the Solomon Islands as part of NSW parliament's Pacific leadership program. The delegation of 6 was led by Linda Voltz MP, the Shadow Minister for Sport. I was one of three speakers at seminars hosted by the Australian High Commission. My presentations focussed on empowering women and developing their leadership skills through involvement in sport.

1983 to 2016 - 33 year career with the Australian Taxation Office where I worked at the Executive level. A key role was working for over 15 years on Branch Executive Boards. Other portfolios included OH&S, Decentralisation (construction & relocation), industrial relations and change management. I spent 5 years as a client relationship manager dealing with key external stakeholders. I also managed up to 60 staff in various business divisions, including compliance, public relations and contract/project management.

Skills & Experience

My role as a Director of the Revesby Workers Club (RWC) is varied and complex. We have quite a diverse organisation with revenue coming from traditional club related services, child care centres, a gym, a medical precinct, a retail centre and property. The club oversees around 30 separate sporting bodies with over 1600 active participants.

The RWC Board recently implemented and managed a strategic shift. Our board has worked with our new CEO collegiately to develop a new strategic plan which improved the club's culture and increased its community focus. Following analysis of our business performance the RWC Board restructured business practices that resulted in a record profit last year. This profit has supported the setting up of a women's shelter. I was the key driver and the Director responsible for the shelter project and managed the relationships with the Federal Member, Council, Department of Fair Trading, ACNC, the Builder and community donors.

With my extensive ATO financial experience, Board experience and the comprehensive AICD and Clubs NSW training I am well equipped to understand the financial reporting and analysis required for good strategic planning and decision making. I am also very experienced in formulating and monitoring budget forecasts.

I have sound corporate governance knowledge that has been vital in ensuring good governance practice, ethical behaviour and adherence to regulatory requirements in my roles at the ATO and in subsequent Board positions I've held.

During the 2017 Solomon Islands visit I spoke to people in positions of influence such as community or sporting leaders and parliamentarians, including the President of the Solomon Islands Olympic Committee. The aim was to help empower them to be the drivers of change and prosperity in their country. I presented a discussion on the role Australian sporting bodies play in building strong and healthy communities. I spoke of my experiences in sports administration and suggested strategies for becoming valuable and vital contributors to the growth of their organisations.

My 33 years in the ATO has provided me with the skills to successfully lead staff and to understand and administer complex legislation. I played key roles in implementing new programs and systems including OH&S, GST and decentralisation.

Touch Football Experience

I've been involved in the sport of Touch Football continuously for the last 39 years. My involvement has included:

- 38 years playing at the Representative level, including the 2001 World Cup
- 22 years coaching up to Regional level
- NSW selector since 2012
- Rebels Region Director of Selectors since 2014
- President of Bankstown Jets Touch for 12 years, 5 years Vice President & Treasurer
- Referee since 2002.

As the President and founding member of the Bankstown Jets Touch Association, and through 17 years on the Executive, I have developed and documented policies to ensure integrity, professionalism and fairness that have encouraged growth and delivered safe and successful competitions. For the last 14 years I have led the organisation of the very successful Jets junior annual Gala day which hosts around 100 NSW wide teams (up to 3000 people).

In 2017 I personally organised the Jets World Touch Tour. This tour involved 44 people travelling for over a month through Europe, Asia and the Middle East touring, sight-seeing and playing touch football. On several occasions we were hosted by local dignitaries and mayors.

In recent years I have been responsible for the strategic and logistical development of the Pasifika Touch Festival in Sydney where about 60 community based teams participate. A feature of this event is where NRL players and other dignitaries join in and play an exhibition match to showcase our game. Both the local mayor and state and federal members of parliament have attended these days. The festival also includes non-touch related activities aimed at improving inclusion and social wellbeing of the Pacific Islander community.

Summary

Through my involvement in administering the sport of Touch I have developed an extensive network of respectful relationships with council staff, councillors, community and business organisations. I have in-depth experience in helping strategically focussed Boards develop a culture for growth, success and support for varied communities.

In all my dealings, both on and off the field, I have always shown integrity, professionalism and sound judgement. Through my experiences and world travel I have become very skilled in dealing with people from a diverse range of backgrounds and understanding their different requirements. I have highly developed communication skills that involves active listening and empathetic consideration of other points of view.

I have a lot of energy to bring to the position as demonstrated by the Touch related innovations I've delivered such as the Jets World Tour and Pasifika Touch Festival. I have years of experience in public speaking and have developed numerous key relationships through respectful communication and liaison with politicians, sporting, businesses and community organisations. These relationships have helped enable my organisation to gain funding and support.

I believe I can add value through leadership and strategic planning experience and can work cohesively and respectfully to reach consensus within the TFA Board. I am committed to ensuring Touch Football continues to thrive and be a safe, enjoyable and respected sport played across all Australian communities.

References

Lynda Voltz MP
NSW Shadow Minister for Sport
Ph 0413 382 474

Mark Hearnden
NSWTA President
Ph 0477 346 882



TOUCH FOOTBALL AUSTRALIA LIMITED

Annual General Meeting - Form of Appointment of Proxy

I, _____
(name)

of _____
(address)

being a Delegate of the Voting Member of Touch Football Australia Limited out below:

(Insert relevant Voting Member)

appoint _____
(name of proxy holder)

of _____
(address of proxy holder)

to exercise a proxy vote on my Voting Member's behalf at the Annual General Meeting of Touch Football Australia Limited to be held on Saturday 20 November 2021 and at any adjournment of that meeting.

(Signature of Delegate appointing proxy)

(date)

NOTE: In accordance with the section 250B of the Corporations Act 2001 (Cth), completed proxy forms must be submitted via email to the Chief Executive Officer at jamie.oconnor@touchfootball.com.au at least 48 hours prior to the scheduled commencement of the Annual General Meeting.



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