



CHRISTIAN SCHOOLS SPORTS ASSOCIATION

CSSA Annual General Meeting 2024

Monday 18 March 2024

St George CS

Attendance:

Linda Heslehurst: Executive Officer	Anthony Moon: Nepean CS	Rob Archer: St George CS
Amanda Butterworth: Assistant EO	Melinda Bunt: Nepean CS	Lynda Thoms: St George CS
Melanie Kewley: ACC Marsden Park	Kristy Jones: Northcross CS	Glenn Beckett: St Hurmizd PS
Julie Kennedy: ACC Marsden Park	Merrilee Stone: Northcross CS	Maria Keehan: The Lakes CC
Elijah Mthembu: ACC Marsden Park	Mark Wang: Norwest CC	Christie Barter: Toongabbie CC
Kavan Hahn: Belmont CC	Paul McConnell: Pacific Hills CS	Ashley Harris: Toongabbie CC
Mark Wynn: Cedars CC	Paul Perrett: Pacific Hills CS	Elizabeth Keating: Tyndale CS
Matt Kent: Coffs Harbour CCS	Dan Morsillo: Pacific Hills CS	Josh Edwards: Tyndale CS
Carolyn Brothers: Dubbo CS	Ryan McMurray: Penrith CS	Ignatius Ah-You: Wahroonga AS
Ethan Mortomore: HopePoint CS	Jared Lawson: Regents Park CS	Jack Fulton: Wahroonga AS
Matthew Tolhurst: Inaburra	Mina Booth: Regents Park CS	Jimmy du Plooy: William Carey CS
Jason Baldwin: Kuyper CS	Tylah Semeri: Regents Park CS	Rachel James: William Carey CS
Tim Heinecke: Mamre AS	Gavin Mitchell: Richard Johnson AS	Zac Rawson: William Carey CS
Serge Malfara: Mamre AS	Scott Kennedy: Shire CS	Andrew Stewart: Wycliffe CS
Nader Awad: Mount Annan CC	Steve Moore: Shire CS	

Apologies:

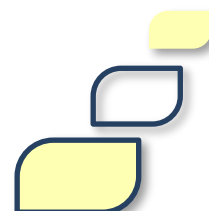
Ben Robins: Belmont CC	Jade Trotman: Leppington AC	Lisa Mallard: Nth Beaches CS
Elizabeth Doublesin: Bethel CS	Meg Watson: Leppington AC	Nikki Bignell: Nowra CS
Kieren Turner: Brewarrina CS	Jennie Ranson: Macarthur AC	Phillip Parker: Nowra CS
Cassie Gold: Calderwood CS	Brinlei Hackney: Maitland CS	Chris Cranston: Oran Park AC
Rusty Hodges: Coast CS	Toby Coates: Maitland CS	Josh Barber: Oran Park AC
Evelyne Clark: Dubbo CS	Tara Brown: Mount Annan CC	Meredith Harvey: Oxford Falls Grammar
Simon Enese: Ebenezer CC	Carla Apineru: Mountain View AC	Anna Crawford: Pacific Hills CS
Siham Osman: Greenacre CC	Lyndon Kleeman: Mount Annan CC	Justin Cox: Pacific Hills CS
Christopher Harris: Green Point CC	Kath Clapham: Mountains CC	Trish Millard: Richard Johnson
Stuart McSwan: Green Point CC	Peter Henderson: Namoi Valley CS	Alena Kando: St Narsai Assyrian CC
Hilary Nightingale: Hinterland CC	Deb Robertson: Narromine CS	Philip Whitehead: Summerland CC
Madeline Christian: Illawarra CS	Lisa Phillips: Nth Beaches CS	Vanessa Vidler: Wagga wagga CC
Daniel Nixon: Kuyper CS		

Item	Response and Actions
1. Devotions – Troy Dixon: St George CS	<ul style="list-style-type: none"> → We have the best seats in the house with access to a great mission field. → Passing the baton – everyone has a role to play. → Where are you in the relay? Running towards your team mate? Running on your own? Passing the baton running alongside or out in front. Who knows where the seeds will be landing and what that means for the future. → Challenge for those with more laps under their belt. Understand where you are on your relay leg. Be open to who you are running alongside.

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ABN 96 059 090 366 • PO Box 2424 BOMADERRY 2541 NSW • www.cssa.net.au

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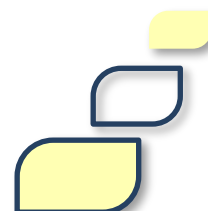
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	<ul style="list-style-type: none"> → Cheer the next runners on. Multiply and go beyond. Share experiences of God's faithfulness as ambassadors of God. . → For those closer to the start of the journey – know what type of race you want to run. → Get the right people on your team. → Be open to bringing others alongside ready to transfer what you have. Transfer your love of sport and your joy in Christ. → Hebrews 12 – since we are surrounded by so great a cloud of witnesses.
<p>2. Accept Minutes AGM 2023 Tabled – Rob Archer</p>	<ul style="list-style-type: none"> → Moved: Matthew Tolhurst - Inaburra → Seconded: Jimmy du Plooy – William Carey CS Accepted: Unanimously
<p>3. President's Report – see attachment Tabled - Rob Archer: Vice President</p>	<ul style="list-style-type: none"> → Moved: Rob Archer – St George CS → Seconded: Mark Wynn – Cedars CC Accepted: Unanimously
<p>4. Treasurer's Report – summary attached Tabled – Linda Heslehurst</p>	<ul style="list-style-type: none"> → Moved: Carolyn Brothers – Dubbo CS → Seconded: Paul McConnell – Pacific Hills CS Accepted: Unanimously → Association remains in a strong position → Full report available on request
<p>5. Executive Officer Report – see attachment Tabled – Linda Heslehurst</p>	<ul style="list-style-type: none"> → Moved: Christie Barter – Toongabbie CC → Seconded: Andrew Stewart – Wycliffe CS Accepted: Unanimously
<p>6. Positions Vacant on COM</p>	<p>a) President – Julie Kennedy: ACC Marsden Park Nominated: Rob Archer – St George CS Seconded: Maria Keehan: The Lakes CC Accepted: Unanimously</p> <p>b) Ordinary Member – Carolyn Brothers: Dubbo CS Nominated: Julie Kennedy- ACC Marsden Park Seconded: Matthew Kent – Coffs Harbour CCS Accepted: Unanimously</p> <p>c) Ordinary Member – Matthew Tolhurst: Inaburra Nominated: Steven Moore – Shire CS Seconded: Mark Wynn – Cedars CC Accepted: Unanimously</p>

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9. Secondary State Swimming

a) Super Relay Proposal for 2024 only

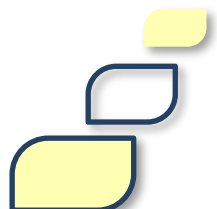
The **6x50m Freestyle Super Relay** event **will not** be swum at the CSSA Secondary State Swimming Carnival but rather conducted as an **Additional Event Nomination** based on **times** from **Zone Swimming Carnivals** ie. the fastest 3 seeded times progress through to CIS

b) Zone Duties

- **Reason behind proposal:** Olly Timing (new backup timing system) will be used for the 1st time at the Secondary State Swimming Carnival meaning we no longer need 20 backup timekeepers reducing the burden on school duties. However Olly Timing is going through a number of teething issues requiring more time in between races for any backup times to be recorded in Meet Manager.
- By conducting the Super Relay as an Additional Events nomination for CIS based on zone times we will free up to 10 -15 minutes at the end of the meet.
- Positive impact of the event itself in bringing various age groups together and an exciting way to end the carnival.
- Sports Coordinators need to consider the competitors who are coming through and make sure that they are competitive.
- Suggestions for capping the event and reducing the number of competitors to allow for less time pressure. To be further considered. Suggestions include:
 - Taking only top 20
 - Qualifying time for third competitor
 - Keep all entries for 50m but cap at 20 for all other strokes.
 - Change wording on CSSA website to “up to 3” to allow for various options.

Proposal accepted. 1 vote against.

- School duties have been reduced by 20 officials due to Olly Timing and are now issued as zone duties. Rather than 2 schools covering the zone duties ie. 4hrs either:
 3. split the duties into 2hr time slots covered by 4 schools or
 4. employ 2 NSW Swim Officials to do the duties and split the cost evenly between all schools in your zone ie.\$100/school





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<p>10. CSSA/HZSA Schools Triathlon</p> <p>a) Entries</p> <p>b) School Duties</p> <p>c) Water Quality</p>	<p>→ Entries close Thursday 28 March 2024 at 5pm Entries via Excel spreadsheet on website Encourage bike sharing. Encourage participation so that the event can continue in the future.</p> <p>→ Linda is meeting with Elite Energy on Wed 20 March to finalise association duties & will pass info onto schools</p> <p>→ All School Triathlon was affected by poor water quality and had to cancel all swim legs. The venue has issued the following statement on Friday 15 March:</p> <p><i>After speaking with our water consultant they have suggested that as long as the algal numbers stay where they are or drop further, there shouldn't be a problem for the CSSA HZSA Schools Triathlon. We will continue to monitor the water and act accordingly based on the results. We will update event organisers of significant changes should they arise.</i></p>
<p>11. CSSA Secondary State Touch Football</p> <p>a) Referees/selectors</p> <p>b) Individual player nominations for CSSA Teams</p>	<p>→ Penrith Touch has been contacted and they will try to get enough referees for the State Touch Football GD. They have indicated that it is getting harder to get referees mid-week. We may have to issue refereeing duties to teams to cover the short fall. If this happens 2 referees will be allocated to a game. 1 paid referee per game and then support referee doing a duty.</p> <p>→ Schools are reminded that any player wishing to be considered for the CSSA teams must be nominated on-line:</p> <p>→ 15&U and Open Girls: https://cssa.net.au/secondary-term-1/touch-football-trials-15-u-and-open-girls-individual-player-nomination-for-cssa-2024.html</p> <p>→ 15&U and Open Boys: https://cssa.net.au/secondary-term-1/touch-football-trials-15-u-and-open-boys-individual-player-nomination-for-cssa-2024.html</p> <p>→ Students wanting to just play on the day do not need to be nominated.</p>

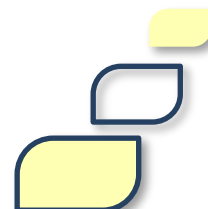
AGM Closed: 11.30am

Inservice: CSSA Rope Skipping Competition– Karen Binns: St George CS

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CHRISTIAN SCHOOLS SPORTS ASSOCIATION

CSSA President Report 2023

Each year when the CSSA calendar comes out, I love writing in my diary, all of the events that are coming up for the year ahead and seeing new/different sports being added. It brings an excitement and an opportunity to involve more students in different forms of physical activity.

Our students often reflect when they get to Year 12 on all of the Gala Days and carnivals that stood out in their time at school. I also love that some of the students who excel in sport, find the academic side of school a challenge. It reminds me that we are all made unique by our Creator. That He chooses to bless each of us with different skills, gifts, abilities and strengths.

So many of our sports are team based and our students learn valuable life skills by being part of a team. We too are a team as we host, coordinate, officiate and organise the different activities on offer through CSSA. Thank you to those who have been involved in making our events happen and run smoothly. The Committee of Management (COM) are a group of volunteers who serve God in this way for the benefit of others.

As I conclude my time as CSSA President, I want to thank you for your support and encouragement over many years. I would also like to issue you a challenge to consider how you can help the Association. There are positions on the COM that need to be filled by someone. You don't have to be gifted in any particular way. It isn't an onerous task. You just need to be willing to serve.

As a group of Christians gathering together under the banner of sport, may we be mindful of these words from Hebrews 10:24-25.

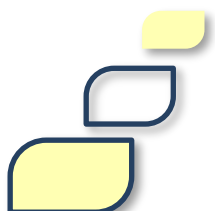
[24](#) And let us consider how we may spur one another on toward love and good deeds,
[25](#) not giving up meeting together, as some are in the habit of doing, but encouraging one another — and all the more as you see the Day approaching.

Justin Cox
CSSA President 2023

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CHRISTIAN SCHOOLS SPORTS ASSOCIATION

Executive Officer Report

Welcome to the CSSA AGM and a special welcome to those who are new to the Association. It is great to have you on board and I look forward to getting to know and support you as we provide opportunities and pathways for our students as they participate in sport.

After several very challenging years it was great to have all our events up and running again under normal operating conditions, welcoming parents & spectators back to our carnivals.

One event that took on a new look was the Primary State Swimming Carnival. Over the past few years it became obvious that we had outgrown Blacktown Aquatic Centre and a more suitable venue was needed - easier said than done! Moving to a twilight meet at SOPAC Aquatic Centre was our only option. This decision was not made lightly as I knew it would place more pressure on our Primary Sports Coordinators having to attend an after school meet & provide officials to cover their school duties. The event was a success with more parents and spectators able to attend after work. Thank you to everyone involved and I look forward in anticipation to this years state swimming carnivals where we trial a new back-up timing system which will be reduce the number of school duties by more than half.

Amanda Butterworth continues to excel in her position as Assistant Executive Officer overseeing all things CIS. Thank you Amanda for all your hard work and flexibility with your time, going above and beyond expectations especially as you are only employed 2 days/week. At the end of last year Amanda took Long Serve Leave and we were blessed to have Kim Fleming step into Amanda's role. Kim continues to support Amanda this year throughout Term 1 & 2 focusing on CIS Primary events and attending many CIS Trials as the CSSA sub-committee representative. It is wonderful to have Kim as part of our team as she brings a wealth of knowledge & experience. Over the summer break we migrated the Association emails across to Microsoft Outlook and have set up a shared calendar thanks to Kim's expertise in this area.

The CSSA Weekly's remain a vital resource for sports coordinators. I can't emphasise enough how important it is for everyone to set time aside each week to work through the Weekly's and use the links provided to make on-line nominations, especially when it comes to CIS Trials. Depending on the sport CIS requires either an Association Team nomination or Individual by School nomination. The hard work has been done & the Weekly's' point you in the right direction with the correct nomination links. Please use the CSSA Weekly's as your go to all the time.

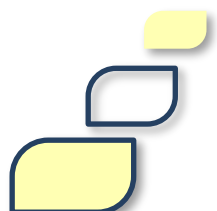
Finally I would like to express my thanks to the CSSA Committee of Management who continue to support me in my role as Executive Officer. We have been fortunate to have all positions filled for a number of years including 3 Principal Reps who give valuable insight & wisdom to the committee. A number of positions will become vacant as of today including the Presidents positions. Justin Cox who was elected onto the committee in 2016 took on the President's role in 2021. Justin's' servant leadership has been very much appreciated especially through the challenging years of COVID and I wish Justin all the very best in his new endeavours.

Linda Heslehurst
CSSA Executive Officer

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Chartered Accountants

Taxation & Business Advisers

33A Regent Street KOGARAH NSW 2217 ♦ PO Box 133 KOGARAH NSW 1485

Telephone: 02 9587 3110 ♦ Facsimile: 02 9587 7110

CHRISTIAN SCHOOLS SPORTS
ASSOCIATION INC

ABN 96 059 090 366

Annual Financial Report

For The Year Ended
31 December 2023

Client Copy
To Be Retained For Your Records



CHARTERED ACCOUNTANTS
AUSTRALIA • NEW ZEALAND

To the members of Christian Schools Sports Association Inc

Report on the financial report

We have audited the accompanying financial report, being a special purpose financial report, of Christian Schools Sports Association Inc., which comprises the balance sheet as at 31 December 2023, and the income statement, statement of changes in equity/statement of recognised income and expenses for the year then ended, a summary of significant accounting policies, other explanatory notes and the Members declaration.

The responsibility of the Management Committee for the financial report

The Committee of the Association of the entity are responsible for the preparation and fair presentation of the financial report and have determined that the accounting policies described in Note 1 to the financial statements which form part of the financial report are appropriate to meet the financial reporting requirements of the constitution and are appropriate to meet the needs of the members. The Management Committee's responsibility also includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's responsibility

Our responsibility is to express an opinion on the financial report based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the members. We conducted our audit in accordance with Australian auditing standards. These auditing standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by Management Committee, as well as evaluating the overall presentation of the financial report.

The financial report has been prepared for distribution to members for the purpose of fulfilling the financial reporting responsibilities under the constitution. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we have complied with the independence requirements of the Australian professional accounting bodies.

Matters Arising

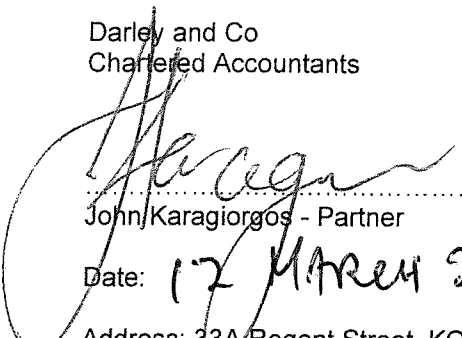
Segregation of duties is inadequate due to limited staff. This results in a number of incompatible duties being performed by the one staff member.

Stock control and valuation is inadequate. This is due to the location of stock at various locations not being under the direct control of the entity.

Auditor's opinion

In our opinion, the financial report, in all material respects, gives a true and fair view of the financial position of Christian Schools Sports Association Inc as of 31 December 2022 and of its financial performance and its cash flows for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements.

Darley and Co
Chartered Accountants



.....
John Karagiorgos - Partner

Date:

17 MARCH 2024

Address: 33A Regent Street, KOGARAH NSW 2217

Income Statement for the Year Ended 31 December 2023

	Note	2023	2022
Revenue from Association fees	2	270,107	236,686
Other revenue	2	335,756	336,902
Employee benefits expense	3	(212,672)	(201,581)
Depreciation and amortisation		-	-
Other expenses		(342,223)	(345,530)
Profit (Loss) before income tax		50,968	26,477
Income tax expense		N/A	N/A
Profit (Loss) after income tax		50,968	26,477

Balance Sheet as at 31 December 2023

	Note	2023	2022
Current Assets			
Cash and cash equivalents	4	624,190	639,377
Other current assets	5	203,761	229,177
Total Current Assets		827,951	868,554
Non-Current Assets			
Total Non-Current Assets		-	-
Total Assets		827,951	868,554
Current Liabilities			
Trade and other payables	6	12,571	94,230
Total Current Liabilities		12,571	94,230
Non-Current Liabilities			
Provisions	6	66,249	76,161
Total Non-Current Liabilities		66,249	76,161
Total Liabilities		78,820	170,391
Net Assets		749,131	698,163
Equity			
Accumulated funds		749,131	698,163
TOTAL EQUITY		749,131	698,163

**Statement of Changes in Equity for the
Year Ended 31 December 2023**

	Retained Earnings \$	Other Reserves \$	Total \$
Balance at 31 December 2021	671,696	-	671,696
Profit attributable to the entity	26,477	-	26,477
Balance at 31 December 2022	698,163	-	698,163
Profit attributable to the entity	50,968	-	26,477
Balance at 31 December 2023	749,130	-	698,163

Note 2 Revenue

	2023	2022
Revenue from Government and Other Grants		
Association fees	270,107	236,686
	<u>270,107</u>	<u>236,686</u>
Other Revenue		
Interest received from corporations	7,967	1,679
Competitor events	205,727	194,839
Clothing sales	96,381	101,523
Other Income	25,681	38,861
	<u>335,756</u>	<u>336,902</u>
Total Revenue	<u>605,863</u>	<u>573,588</u>

Note 3 Expenses

	2023	2022
(a) Expenses		
Total Depreciation and Amortisation	-	-
Total Employee Benefits Expense	212,672	201,581
Auditor Remuneration		
- audit services	2,400	2,300
- other services	-	-
Total Audit Remuneration	<u>2,400</u>	<u>2,300</u>

Note 4 Cash and cash equivalents

	2023	2022
Current		
Cash at bank	624,190	639,377
Cash on hand	-	-
	<u>624,190</u>	<u>639,377</u>

Note 5 Other assets

	2023	2022
Current		
Stock & Stock in Transit	187,716	219,460
Receivables	916	7,865
GST Refundable	4,558	-
Prepayments	4,276	-
Deposit with Suppliers	6,295	1,852
	<hr/> 203,761	<hr/> 229,177

Note 6 Trade and other payables

	2023	2022
Current		
Trade Payables	-	83,674
Deferred Income	-	-
Other Current Payables	12,571	5,142
Provision for Annual Leave	-	5,414
	<hr/> 12,571	<hr/> 94,230
Non-Current		
Trade Payables	-	-
Deferred Income	-	-
Other Non-Current Payables	-	-
Provision for Long Service Leave	66,249	76,161
	<hr/> 66,249	<hr/> 76,161

Balance Sheet

Christian School Sports Association Inc As at 31 December 2023

	31 DEC 2023	31 DEC 2022
Assets		
Bank		
Cheque Account	177,359.60	200,006.80
Investment Account	61,349.94	60,584.93
Term Deposit 6562	54,605.84	54,253.19
Term Deposit 6570	54,605.84	54,253.19
Term Deposit 6589	54,605.84	54,253.19
Term Deposit 6597	54,507.89	54,288.95
Term Deposit 7346	167,155.33	161,737.14
Total Bank	624,190.28	639,377.39
Current Assets		
Accounts Receivable	916.00	7,864.50
GST Refundable	4,558.00	-
Prepayments	4,275.44	-
Stock Asset	156,905.66	82,655.60
Stock in transit	30,810.25	136,804.75
Venue Deposits	6,294.96	1,851.89
Total Current Assets	203,760.31	229,176.74
Total Assets	827,950.59	868,554.13
Liabilities		
Current Liabilities		
PAYG Tax	3,796.00	2,439.00
Provision Annual Leave	-	5,414.24
Superannuation Payable	8,774.26	2,702.53
Trade Creditors	350.00	83,674.03
Total Current Liabilities	12,920.26	94,229.80
Non-current Liabilities		
Provision for Long Service Leave	66,249.33	76,161.33
Total Non-current Liabilities	66,249.33	76,161.33
Total Liabilities	79,169.59	170,391.13
Net Assets	748,781.00	698,163.00
Equity		
Current Year Earnings	50,618.00	26,477.00
Retained Earnings [38000]	698,163.00	671,686.00
Total Equity	748,781.00	698,163.00

Profit and Loss

Christian School Sports Association Inc For the year ended 31 December 2023

	2023	2022
Trading Income		
Bank Interest Earned	7,966.39	1,679.55
CIS Events	25,680.38	38,860.92
CSSA Association Member's Fees	270,107.30	236,685.87
CSSA Clothing Sales	96,381.35	101,522.87
CSSA Events	205,727.26	194,839.10
Total Trading Income	605,862.68	573,588.31
Cost of Sales		
Closing Stock	(156,905.66)	(82,655.60)
Opening Stock	82,655.60	148,131.12
Total Cost of Sales	(74,250.06)	65,475.52
Gross Profit	680,112.74	508,112.79
Operating Expenses		
Accounting	3,352.52	4,651.40
Accrued Annual Leave	(5,414.24)	5,414.24
Accrued Long Service Leave	(9,912.00)	5,938.62
Auditing Fees	2,400.00	2,300.00
Bank Service Charges	1,327.76	1,612.24
CIS Officials Events	21,000.00	10,150.00
CIS Travel	267.85	89.09
Clothing Purchases	147,201.57	-
Computer Laptop Purchase	9,701.55	-
Costsmart Freight	3,956.80	5,066.65
CSSA Equipment Expense	8,649.81	6,679.75
CSSA Catering for Events	8,357.45	9,447.66
CSSA Event Accommodation	2,617.38	7,609.56
CSSA Event Entry Expenses	1,836.36	2,127.27
CSSA Event's Equipment	8,734.70	1,657.41
CSSA Hire of Event Facilities	46,477.93	50,589.90
CSSA Medical Coverage	13,058.18	13,533.00
CSSA Officials Events	73,530.82	76,833.25
CSSA Teacher Relief	4,800.00	1,500.00
CSSA Travel	13,263.24	16,106.61
CSSA Trophies and Medals	15,379.24	11,023.79
Director's Insurance	1,905.00	-
Event Staff	8,087.35	10,884.44
Internet Expense	1,878.47	2,403.18
Legal Fees and Expenses	211.92	1,497.89
Mobile	1,884.86	2,447.96
Pallet Storage	6,000.00	6,000.00

	2023	2022
Payroll Salary Expenses	188,917.46	180,881.42
Postage and Delivery	440.43	610.40
Public Liability Insurance	12,290.65	12,393.43
Staff Professional Development	477.73	-
Stationery	1,303.33	373.09
Storage	4,800.00	4,527.27
Subscriptions	2,107.43	2,183.60
Superannuation	24,104.68	20,669.31
Telephone Expenses	-	1,788.88
Website Hosting	856.86	905.36
Worker's Comp Insurance	3,641.65	1,739.12
Total Operating Expenses	629,494.74	481,635.79
Net Profit	50,618.00	26,477.00