

# **RETIRE ACTIVE SA 2023 Annual General Meeting**



**Retire  
Active  
SA**

***Wednesday,  
27 September 2023,  
10.30am***

***Level 4,  
25 Leigh Street Adelaide***



# A G E N D A

## 40<sup>th</sup> Annual General Meeting of Retire Active SA 2023

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1. Open meeting and Welcome to Members
  2. Apologies
  3. Confirmation of the Minutes of AGM held on Wednesday, 27 September 2022
  4. Report of the Council for the year ending 30 June 2023
  5. Treasurer's Report and presentation of Audited Accounts for the year ending 30 June 2023
  6. Appointment of Auditor
    - Peter Hall, Chartered Accountant, ABN 22 309 824 562.
  7. Appointment of Officers with authority to liaise with the Australian Taxation Office on behalf of the Association
  8. Election of Council Members
  9. Any Other Business
  10. Presentation of Retire Active SA Service Awards
    - Anthea Magarey
    - Elizabeth Alvey
    - John Graham
    - Lindsay Cheers
    - Peter Williams
    - Rob Gray
  11. Close
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**IN ATTENDANCE:** (24 Members)

**1. OPEN MEETING AND WELCOME TO MEMBERS**

Outgoing President Anthea Magarey opened the 39<sup>th</sup> Annual General Meeting. There were 24 Members present. (As attached sheet)

**2. APOLOGIES:**

David Eitzen, Elizabeth Alvey, Gary Sauer-Thompson, Esther Caprez, Tin French, Andrew & Elaine Davies.

**3. CONFIRMATION OF THE MINUTES OF SPECIAL GENERAL MEETING HELD ON WEDNESDAY 22 SEPTEMBER 2021.** Copies of the full report were made available to all attendees.

**MOVED:** Marilyn Yemm

**SECONDED:** Ron Capel

**CARRIED**

**4. CONFIRMATION OF THE MINUTES OF THE AGM HELD ON WEDNESDAY 22 SEPTEMBER, 2021.** Copies of the full report were made available to all attendees.

**MOVED:** Barry Apsey

**SECONDED:** Marilyn Yemm

**CARRIED**

**5. REPORT OF THE COUNCIL FOR THE YEAR ENDING 30<sup>TH</sup> JUNE 2022.** Copies of the full report were made available to all attendees.

Anthea spoke to her Report.

**Council Report for the 39th Annual General Meeting of The Australian Retired Persons Association (SA) Inc.**

**2021-2022 Council Members**

- President, Anthea Magarey
- Vice-president, Barry Apsey
- Treasurer, David Eitzen
- Secretary, Tin French (to April)
- Group Liaison, Elizabeth Alvey
- Minute secretary, Liz Watson (from October)
- Lesley Schoff
- Allan Jameson
- Gary Sauer-Thompson (from April)

It is my pleasure to present the ARPA (trading as Retire Active SA) Annual Report for the year 2021-2022.

The year began under the shadow of COVID, with a sudden lockdown in July, curbing activities for a week. COVID continues to impact unpredictably, but more at an individual level, resulting in postponed or cancelled meetings, and reduced attendances.

The primary activity in the first quarter of the year was to implement the key recommendations of the external review, received at the end of the 2020-21 financial year. This entailed reviewing our objectives and our branding, to better reflect who we are and what we do. We engaged the services of Sophie Horwood of Thrive Communications to assist in this process. After considerable deliberation Council chose Retire Active SA as the new trading name. Development of a logo and new website followed, plus a range of associated materials - style guide, letterhead, pull-up banner, Facebook and Instagram pages, promotional documents for the organisation overall and all the Groups, and the newsletter, renamed as Connect.

The culmination of this activity was the launch of our new trading name Retire Active SA and celebration of 40 years of continual operation of the organisation. Those who attended this event, will agree, we were well entertained by our amazing performing groups – the Orchestra, Bushband, Radio players and Tapliners. It was a challenging feat under the shadow of COVID, and the organising committee led by Elizabeth Alvey did an admirable job. Thank you to the performers and the many volunteers who assisted.

The viability of the organisation remains a challenge as our membership numbers continue to decline. While there is a steady trickle of new members, the number gained is outnumbered every quarter by the numbers who decline to renew their membership. We have gained 162 new members in the year July 1 to June 30 but in the same period have lost 339 members. Our total membership at 30th June was 1483 of which 9% are life members. It is our District groups which are most vulnerable to membership loss, as many councils provide similar activities at less annual cost. Two District groups ceased this year, Nailsworth and Broadview. On a positive note, the Group stories, printed in our newsletter Connect, indicate that there are many activities that members continue to enjoy and that keep them connected.

The falling membership places a strain on the budget as our three major costs are fixed (wages, rent and insurance). While every effort has been made to reduce costs, a number of unexpected payments have resulted in a deficit of over \$8,000. This is not an outcome the Council wishes to continue, but it also recognises, that increasing membership fees is unpalatable. Further details are provided in the Treasurer's report. It is relevant to note that the nett assets at 30th June 2022 are marginally more than at 30th June 2019.

While the rebranding has given us a contemporary image and one to feel proud of, further work is required to raise our public image in order to attract more members, advertisers, sponsors and partners. This will need to be a key focus for the incoming Council. However, every member can play a part by sharing your experiences with friends, inviting them to 'come and try', and engaging with our Facebook and Instagram pages. Active Ageing Week (3 to 9 October) is an ideal opportunity for promotion for Retire Active. We have received a small grant from Adelaide City Council, to promote and run a number of 'come and try' activities in this week. While the primary target is council residents, all activities will be open to members and the wider community. A range of strategies are planned to

disseminate our message including media releases, and a presence in Rundle Mall and North Adelaide Village, on Wednesday and Thursday 28 and 29 September. I hope members will participate in these activities and use the sentiment of this week to invite non-members to join them, after all, active ageing is what Retire Active does.

The office has continued to run efficiently and has provided good service to members. Thank you to all office volunteers and to Jessica Puente our Office Administrator, and Cintia Rocha who replaced Jessica while she was on maternity leave. Jessica has now resigned and we are very pleased that Cintia has accepted the position permanently. I am impressed by Cintia's initiative and like Jessica, she is a pleasure to work with. The many coordinators and committee members deserve recognition for their voluntary contribution at the Group level. Retire Active would be nothing without the many hours they spend organising activities.

Finally, a huge thank you to all the Council members for their input over the last 12 months. Tin French resigned in April after 2.5 years; Liz Watson filled a casual vacancy in October as did Gary Sauer-Thompson in April, and they will continue on Council. Special mention of those resigning is warranted - Marilyn Yemm has served for a year and is resigning so she can concentrate on her role as an Office volunteer; Barry Apsey has provided wise counsel as vice-president for the last 3 years; Elizabeth Alvey has served for four years and has been a driving force behind the Group Liaison Committee; and David Eitzen, who has done a formidable job as treasurer for the last three years and whom I cannot thank enough for the support he has given across all management issues. He has very kindly offered to assist with book-keeping activities on a regular basis.

It is my intention to step down from Council after 5 years, three as President. It was never my goal to be President, and while there have been plenty of challenges I have found the opportunity to make a contribution rewarding. Thank you to those who have given positive feedback for the council's efforts to revitalise the organisation and ensure it has a life in the foreseeable future. With so many new councillors, I will remain on Council for the next two months to assist with the transition, and I hope by that time, someone will have stepped up to become President.

**Anthea Magarey**  
**President**

**MOVED:** Allan Jameson  
**SECONDED:** Peter Williams  
**CARRIED**

- 6. TREASURER'S REPORT AND PRESENTATION OF AUDITED ACCOUNTS FOR THE YEAR ENDING 30<sup>TH</sup> JUNE 2022.** Copies of the full report were made available to all attendees.

#### **FINANCIAL REPORT TO 2022 ANNUAL GENERAL MEETING**

Barry Apsey read David Eitzen's report in his absence.

#### **Financial Statements for the Year Ended 30 June 2022**

Following the appointment of Peter Hall as auditor at last year's Annual General Meeting, the Council has requested that he prepare an independent audit report to members of the

Association, and associated Statement of Financial Performance and Statement of Financial Position.

These reports and statements, which incorporate the Report of the Committee (Council) and Statement by Officers of the Association, are provided to the Annual General Meeting for consideration in accordance with the Constitution.

### **Treasurer's Report**

The 2021/22 financial year was one of turbulence in a number of ways, providing some significant challenges to the Association and its finances.

Despite entering the year with a budget designed to produce a near break-even result, some significant and largely unforeseen circumstances impacted the outcome to produce a disappointing operating deficit of \$8,300.

The impacts of Covid lingered longer than had initially been anticipated and contributed to a reduction in membership receipts of \$3,800 over the previous year. Council is hopeful however that its initiatives to revitalise and rebrand the organisation will assist in reversing this trend in future years.

On the expenditure side we were hit with a significant increase in insurance costs resulting in a 30% increase in premiums, producing a cost increase of \$2,200 over the previous year. Additional unbudgeted expenditure on staff costs associated with our Office Administrator taking maternity leave, and the handover to her replacement largely contributed to the increase in staff expenditure of \$3,000 over the previous year.

Collectively it is these three areas of membership receipts, insurance cost and staffing expenditure that are the major contributors to the deficit. Going forward, and with Covid largely behind us, we would hope that over time the initiatives undertaken by Council during the past two years to reposition and rebrand the organisation will assist in the ongoing drive to increase membership. Insurance costs however are showing no signs of abating and will be felt into the future. On the staff expenditure side, we would anticipate that the maternity leave impact on the 2021/22 year will not be an issue in the next financial year.

The Statement of Financial Position shows a decline of \$30,300 in net assets over the previous year. This is attributed to the operating deficit of \$8,300 and the application of reserves to the rebranding initiative. These reserves were accumulated from grant revenue and had been specifically set aside by Council for this purpose.

I will not be continuing as a member of Council following the Annual General Meeting so this will be my last report as Treasurer.

Having come into the role from outside of the Association, a large part of my focus has been to challenge Council to critically evaluate how the organisation operates and every area of expenditure it incurs. Over the past 3 years a significant amount of cost has been reduced to the point where I can see very little room for any further substantial savings to be made. The organisation is running very lean.

The revenue side of the equation is going to be the major challenge for the incoming Council. The strategic rebranding and repositioning has provided the platform for this to occur, but it is going to take an active Council to build on this foundation. The Association

runs on volunteers and a big challenge is going to be finding volunteers with the required skills who are prepared to put in the time and commitment.

The Council has done a lot of work to streamline the organisation, reduce cost and revitalise it. However financial results such as the 2021/22 year has produced must be exceptions rather than the general trend. No organisation can draw down on its asset base ad infinitum. Sooner or later the reserves run out and the inevitable occurs.

In my opinion the sustained future of the organisation is contingent upon building the membership base and pricing membership at the level required to fund operations. I perceive a tacit underlying tenet that while reserves are available we should be prepared to apply them to soften the level of membership subscription charged until more prosperous times return. As a short term measure to address short term situations this mantra may have merit, but in the longer term it is unsustainable. Any organisation that can't meet its operating costs from operating revenue over the longer term will ultimately find itself unviable.

I have been involved the in management of not-for-profit organisations for most of my career and have very much enjoyed reconnecting with the recreation sector during my time with Retire Active SA. I hope that I have in some way contributed to its ongoing development.

My thanks to the members of Council with whom I have served during my term. Your support and friendship have been much appreciated and your generosity to and support of Retire Active SA is too often under recognised. Thanks also to our recently resigned Office Administrator, Jessica Puente who has been so valued in supporting me and keeping the office running efficiently, and to her replacement Cintia Rocha who is continuing to do the same.

I wish the Council well for the future.

**David Eitzen FIPA, FFA**  
**Treasurer**

**MOVED:** Peter Williams

**SECONDED:** Ron Capel

**CARRIED**

## **7. APPOINTMENT OF AUDITOR**

**It was AGREED**

- Peter Hall, Chartered Accountant, ABN 22 309 824 562 was reappointed Auditor for the year ending 30<sup>th</sup> June 2023.

**MOVED:** Alan Lucas

**SECONDED:** Phil Hanson

**CARRIED**

**8. APPOINTMENT OF OFFICERS WITH AUTHORITY TO LIAISE WITH THE AUSTRALIAN TAXATION OFFICE ON BEHALF OF THE ASSOCIATION.**

**It was AGREED**

- The President and Treasurer would have the authority to liaise with the Australian Taxation Office.

**MOVED:** Merylyn Yemm

**SECONDED:** Phil Hanson

**CARRIED**

**9. ELECTION OF COUNCIL MEMBERS**

- Peter Burgess
- Kevin Dennis
- Gary McCalden (Treasurer)
- Vittala Shittagara
- Kim Taeuber

**10. ANY OTHER BUSINESS**

- A big thankyou was expressed to Anthea for her dedication to Retire Active SA.

**11. PRESENTATION OF THE RETIRE ACTIVE SA SERVICE AWARDS**

A Certificate of Appreciation was presented by Anthea to the following members for their exceptional service to Retire Active SA.

- David French, Council
- Colin Brown, Peninsula Group
- Connie Knox, Peninsula Group
- Bill Eime, Orchestra

**Meeting Closed: 11.15am**

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# PRESIDENT'S REPORT FOR THE 2023 ANNUAL GENERAL MEETING OF RETIRE ACTIVE SA

## 2022-2023 COUNCIL

<b>President:</b>	Kevin Dennis
<b>Vice-President:</b>	Allan Jameson
<b>Secretary:</b>	Liz Watson
<b>Treasurer:</b>	Gary McCalden
<b>Group Liaison Coordinator:</b>	Vittala Shettigara

### MEMBERS

Lesley Schoff  
Kim Taeuber  
Peter Burgess

It is my pleasure to present the ARPA (trading as Retire Active South Australia) annual report for the year 2022-23.

The visibility of the organisation remains a significant challenge, and our membership numbers continue to fall. While there is a steady trickle of new members, the numbers gained is outweighed by the members not renewing their membership. We have gained 124 new members in the year 1 July to 30 June but have lost 272 members in the same period. Our membership on 30 June 2023 was 1274 compared to 1483 at the corresponding time in 2022.

The falling membership places a strain on the budget as our three main costs are fixed (rent, insurance, and wages). While every effort has been made to reduce costs, rising costs across the operations has resulted in a budget deficit of \$9000. This seems to be a feature of each of the recent financial years and while Council continues to maintain membership fees at present levels without significant increases in membership unfortunately this trend will continue. Further details are provided in the Treasurer's report.

Unfortunately, the Choir Group ceased this year due to low membership, challenges finding an artistic director and lack of volunteers to run the group. Luckily most of the choir who wanted to continue could be accommodated elsewhere.

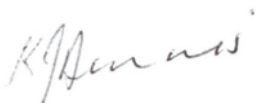
Council has continued to work on the issues that came out of the RASA Promotional Strategy paper to help increase the visibility of the organisation to attract new members, advertisers, partners and sponsors. This strategy remains a major focus for Council over the coming year as it attempts to stabilise and

then grow member numbers. Council must change tack, as it cannot continue with the business-as-usual approach as this has consistently failed to turn around the fortunes of the organisation. Council will also work to produce a plan B strategy for the organisation to ensure that all eventualities are covered. Council revived the Group Co-ordinators Forum which like most things was shelved due to COVID. The day was a success with lots of good feedback from the co-ordinators. Council will work to address these issues over the coming year. Members can play a key role in reinventing the organisation by sharing experiences with friends and acquaintances, inviting them along to group activities and engaging with our social media presence.

The office has continued to run efficiently and provided good service to members. Thank you to our office volunteers and Cintia Rocha our Office Administrator. I have been impressed by the quality and professional approach to the newsletter, Connect and the E- Bulletin produced in house by volunteers and our Office Administrator, always a great read. The many group coordinators and group committee members also deserve recognition for their contributions at group level.

A huge thanks to the Council members for their input over the last 12 months. A special mention to those retiring from Council, Allan Jameson and Peter Burgess for their wise council. It would be remiss of me not to thank the retiring Group Liaison Committee members Elizabeth Alvey, Esther Caprez and Peter Williams for their services and support to Council.

I would also like to extend my thanks to our membership for your continued support, passion, and involvement. Your contributions are the lifeblood of our organization, and together, we have the power to shape a brighter future. So, let us celebrate our successes, address our challenges, and chart the course for an even more impactful year ahead.



**KEVIN DENNIS**  
**President**  
**September 2023**

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**Australian Retired Persons Association (SA) Inc.**  
**FINANCIAL REPORT TO 2023 ANNUAL GENERAL MEETING FOR THE**  
**YEAR ENDED 30 JUNE**

**F**ollowing the appointment of Peter Hall as auditor at last year's Annual General Meeting, the Council has requested that he prepare an independent audit report to members of the Association, and associated Statement of Financial Performance and Statement of Financial Position.

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### **TREASURER'S REPORT**

I joined the Retire Active Council following the 2022 Annual General Meeting, so this is my first report as Treasurer.

The 2022/23 financial year continued to provide some significant challenges to the Association and its finances.

Budget prediction for the year foresaw a deficit of around \$7,000, and the actual result was slightly better, with the final deficit coming in at just over \$5,000.

On the income side, membership fees were the most significant difference, with total income resulting at just over \$11,000 less than the budget expectation. This is due in no small part to the year-on-year decrease in overall members, which sits at a relatively consistent reduction of 200 members per year. Council is hopeful however that its initiatives to revitalise and rebrand the organisation will assist in reversing this trend in the near future.

On the expenditure side, increases to office rent and insurance were significant but were as per expected so came in on budget. The budget allocation for computer expenses proved to be severely inadequate, and so this caused the actual costs to exceed budget by approximately \$1,600. Salaries and wages were a little less than expected, by \$1,200, due to the Office Administrator reducing her contact hours late in the Financial Year.

The revenue side of the equation is going to be the major challenge for the Council going forward. Opportunities for partnerships and advertising must be

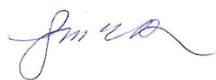
pursued to improve the overall income. There is very little room for improvements in the expenditures side as the majority of big-ticket item costs are locked into lengthy contracts.

Financial results such as the 2022/23 year has produced, will continue until at least the end of Financial Year 2024-25 when the lease on our current premises comes to an end and Council will have the opportunity to look at alternative arrangements that could save a significant amount. These deficits continue to eat into the cash reserves, but there are sufficient reserves to see the Organisation through to this time. Whilst not an ideal outcome, at least the Organisation can continue to operate at present.

To increase income, the main option would be to increase the membership fee. Given that the fee increases in recent years have been very small or nil, quite a significant increase would be required to bring the fees up to date, which would likely be unpopular with members. Hence the most likely way to increase income is through sponsorships, which the Council is pursuing as strongly as possible.

For the Organisation to have a sustainable future, more members are needed. Advertising and social media are being exploited where possible to get the word out, but word of mouth is our strongest method of recruitment.

Hopefully in the next few years, the current run of deficits can be turned around to return Retire Active SA to the strong and relevant Organisation that it has been in the past.



**GARY MCCALDEN**  
Treasurer  
September 2023

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**CONGRATULATIONS**  
*and appreciation to*



*Outstanding Service Award*  
*Recipients for 2023*

**Anthea Magarey**  
**Elizabeth Alvey**  
**John Graham**  
**Lindsay Cheers**  
**Peter Williams**  
**&**  
**Rob Gray**

**There is only one problem with retirement.....**



**You don't get a day off!**

