

**Minutes – Manly Warringah Touch Association (MWTa) Special General Meeting (SGM) Conducted by the New South Wales Touch Association (NSWTA)**

**Date:** Wednesday, 17 September 2025

**Time:** 7:00 PM

**Location:** MWTa Clubhouse- Nolan Reserve, North Manly

**Chair:** Dean Russell- General Manager NSWTA

**1. Attendance**

Full Name	Full Name	Full Name
Dean Aikin	Mark Hawthorne	Martine Poidevin-Ritchie
Sally Bate	Ron Holden (LM)	Cuban Porter-Sheen
Gloria Berryman	Jarod Horan	Bippy Power
Willie Bishop	Andrew Humpherson	Marnie Prideaux-Aikin
Megan Bourke	Vicki Humpherson	Phil Riddington
Milton Bowry	Rowena Kacilala	Layla Ritchie
Josh Butcher	Waq Kacilala	Natasha Roberts
Peter Casey (LM)	Ian Kalms	Lynda Robertson
Steve Chiddy	Graham Knights (LM)	James Salvaggio
Sue Chiddy	Rebecca Knights	Brandon Sanderson
Gai Cohen	Dave Leslie	Guy Smith
Kellie Cohen	Craig Lowe	Nathan Smith
Scott Collins	Lenamaree Lowe	Nicky Smith
Epineha Cribb	Clifford Lyons	Tiani Smith
Kenneth Daniels	Karen Lyons	Carissa Smyth
Matilda Daniels	Paul MacPherson	Fiona Smyth
Nicola Daniels	James Marks	Hannah Stacey
Patricia Daniels	Joel Marsters	Kylie Stewart
Samuel Davies	Mania Marsters	Jen Swain
Felicty Donovan	Rico Marsters	Matt Swain
Kerrie Doyle	Tuatai Marsters Snr	Zac Simons
Kalani Duff	Wendy Marsters	Jason Taudien
Clive Elks	Thomas Marsters	Josephine Tauro
Charlee Evers	Brandon McDonald (LM)	Elesha Te Paa
Jaycob Fong	Kerri McLeod (LM)	Nina Van De Reyden
Carol Forlonge	Bo Medved	Danyy Vera
Jess Fowler	Sharon Medved	Jsamyn Vera
Michelle French	Steve Menzies	Kristen Welsh
Carend Friend	Suyin Menzies	Emma Williams
Greg Friend	Jesee Michniewicz	Andrew Windsor
Karen Gair	Tasma Patterson	Saxon Youngman
Brett Gillard (LM)	Tom Perrett	Jill Zochling
Michelle Griffiths	Grahame Pickering (LM)	Sabrina Zochling
<b>OBSERVERS</b>		
Dean Russell NSWTA	Henrik Anthony NSWTA	Kate Perrett
Rob Pidgeon NSWTA	Harley Bye NSWTA	Chloe Butcher

## 2. Opening and Welcome

- The meeting was opened by the Chair at 7:08 PM.
- The Chair gave an acknowledgment of Country.
- Members were thanked for their attendance and acknowledged for their continued commitment to the future of MWTA.
- The Chair noted the singular purpose of the SGM: to elect a new Executive Committee.
- No discussion or feedback was permitted on the independent governance review during the meeting.
- The Chair spoke about the need for members to vote not based on personal allegiances but what is best for MWTA moving forward.
- The Chair addressed the issue that the club is currently fractured and regardless of the election results, all must come together to move the MWTA forward.
- The Chair provided the meeting with the context and background to the SGM.
  - He noted it was convened following a formal grievance process initiated by members and escalated to NSW Touch Association (NSWTA) per the MWTA Constitution.
  - He noted that the grievance party had followed the correct process for resolution.
  - NSWTA commissioned an independent panel to conduct a governance and operations review.
  - The review confirmed concerns raised by the grievance part and also led to the requirement to hold this SGM.
- The Chair provided the meeting with the Independent Review Summary
  - The review was to assess systemic governance and operational failures and propose a path forward.
  - The Chair noted the following key findings:
    - Governance failings, including breaches of the Constitution and legislation.
    - Financial mismanagement, including poor controls and undocumented decisions.
    - Lack of accountability and oversight from the Executive.

- Cultural issues and inappropriate conduct.
  - Ineligible appointments and procedural breaches.
- The Chair read to the meeting the recommendations of the independent report. He advised that this is in recognition that many members in attendance may not have read the report in full.
  - The Panel has accepted the decision from the current MWTA Executive that all members will stand down. The Panel further accepts the commitment from Kate Perrett, Chloe Butcher, Paul MacPherson and Phil McPhee that they will not stand for re-election, providing the Club the opportunity for a clean slate. Mark Hawthorne may stand for re-election based on eligibility at the time of the AGM/SGM, having only joined the Executive shortly prior to these issues being raised, and not having served during the majority of the period in question. Again, we thank the Executive for their full cooperation in this process.
  - While previous MWTA Executive members have not been specifically investigated as part of this process, it is the opinion of the Panel that the governance failings and unconstitutional practices are systemic in nature and were also overseen and supported by previous administrations. With that in mind, it is our strong advice that others who served on the MWTA Executive over the period of 2022-2024 not stand for office at the next SGM/AGM. The Panel reserves the right to refer these individuals to a NSWTA Disciplinary Tribunal in future.
  - The Panel recognises the potential disruption to Club operations that this change is likely to cause, and NSWTA is committed to supporting an orderly transition to the new leadership.
  - The Chair detailed the final recommendations.
    1. The current Executive will remain in Caretaker Mode until a Special General Meeting (SGM) can be conducted to elect a new Executive Committee. This should be held as soon as practicable, having regard to the appropriate notice period to members.
    2. Noting that membership categories are likely to form part of the MWTA Constitutional Review, and in the interest of an open and transparent process to elect the new Executive, the Panel is recommending an avenue to consider individual membership applications received prior to the SGM. This process will be

supported by NSWTA under Article 3.vi of the MWTA Constitution.

3. The newly elected MWTA Executive will conduct a review of the MWTA Constitution, supported by appropriate external legal advice and to be approved by NSWTA. This updated Constitution will be subject to approval by MWTA members at the 2025 AGM.
  4. Going forward, it will be the responsibility of the Executive to be intimately familiar with the Constitution, to uphold it at all times, and to go through the appropriate process to make changes where it becomes evident that elements of the Constitution have become out of date.
  5. The ongoing employment of Kate Perrett and Tom Perrett will be a matter for the new MWTA Executive to consider. This Panel has no objection to the continuation of these paid roles subject to the appropriate oversight, including formal employment contracts, position descriptions, KPIs, a performance review process and regular MySideline audits.
  6. The new Executive will review/establish MWTA's Conflict of Interest policy. This should have specific attention to situations which may result in payments being made to members of the Executive, including measures to manage unavoidable conflicts, as well as required disclosure to/approval from Club members around any payments to Executive members.
  7. The practice of registering competition teams without up-front payment must be discontinued immediately, with controls put in place to ensure compliance. The Panel understands such measures are already in train. NSWTA to support the transition and constitutional review process.
- The Chair advised the meeting of the process to be undertaken for election of officers.
  - He noted the process and been confirmed by the NSWTA legal team.
  - He advised voting will be by secret ballot, ensuring fairness and anonymity.
  - NSWTA staff will act as independent scrutineers.
  - Voting papers were distributed upon registration.
  - Nominees confirmed intention to stand prior to voting.

- Legal guidance confirmed the use of sequential voting for General Executive Member positions.
- For President there was one nominee.
  - Voted by Yes/No ballot.
  - Majority Yes required for election.
- For Treasurer there were two nominees.
  - Highest number of votes will determine who is elected.
- For General Executive Members there were four nominees for three positions.
  - Election is to be undertaken by sequential voting:
    - Round 1: All four nominees.
    - Top candidate elected and removed.
    - Repeated for remaining two positions.
- The Chair advised that the MWTA Constitution was found to be non-compliant with the Associations Incorporation Act, specifically around Executive structure.
- He advised that the new Executive will be tasked with reviewing and updating the Constitution with external legal support and NSWTA oversight.
- The Chair again urged the Members to respect the election outcome, commit to unity, rebuilding trust, focus on governance, financial accountability, and community wellbeing.
- The Chair on behalf of NSWTA reaffirmed its commitment to supporting MWTA through this transition.

### **3. Election of Officers**

- President.
  - Caren Friend elected
- Treasurer.
  - Mark Hawthorne elected
- General Executive Member (x3)
  - Graham Knights elected
  - Mania Marsters elected
  - Elesha Te Paa elected.

***Resolved to destroy the voting papers.***

***Moved Andrew Windsor***

***Seconded Peter Casey***

***Carried.***

- The Chair addressed the meeting of his disappointment of people leaving the meeting once they cast their final vote, noting it showed disrespect to the process, the MWTA and the nominees.
- The Chair closed the meeting at 8.14 pm.

**Prepared by:**

Dean Russell

**Date:** 18/9/2025