MINUTES OF THE ANNUAL GENERAL MEETING
OLD KNOX GRAMMIANS’ ASSOCIATION INC.
MONDAY 28 FEBRUARY 2011
KG1 BUILDING, KNOX GRAMMAR SCHOOL,
PACIFIC HIGHWAY, WAHROONGA

OPENING

The President, Michael Kelynack opened the meeting at 8.03 pm welcoming the OKGA, members and guests to the 79th AGM of the OKGA.

PRESENT

David Atkinson, Martin Barkl, John Bonwick, John Bryant, Steven Brown, Peter Cameron, Andrew Chappel, Rick Capel, Edric Chaffer, Matt Clarke, Geoff Cramp, Angus Dockrill, Alan Foulkes, Bren Fuller, Rod Garnett, David Guthrie, Phil Henniker, Angus Hordern, Ian King, Peter Lundy, Ian MacPherson, Andrew Martin, Hall Metcalf, Tim Morris, Brian Orr, Stuart Powell, Andrew Pursell, Graeme Pratt, Peter Roach, Jack Shute, John Stewart, Rob Tulloch, Peter Turnbull, Kent Walker, Rob Wannan, John Weeks, Sandra White, Lachlan Wills, Mark Wilson, Matthew Wormald, Stephen Yeomans.

APOLOGIES

Fiona Balfour, Don Caldwell-Smith, Phil Carden, Gerry Cowling, Gavin Docherty, Ian Frame, Rob Gale, Bill Henry, Simon Longstaff, Jim Mein, Tony Osman, Julian Osman, Rick Seton, Chris Stenhouse, Simon Tuskett, John Turnbull, David Turnbull, Phil Tuck.

MINUTES 2010 AGM

Moved: Mark Wilson
Approved: Jack Shute

PATRON’S REPORT

Theme of “ever changing never changes” we hold this in tension.

It is a healthy “tension” because it ensures that what was beneficial from the past is maintained and carefully, thoughtfully, linked to the present or the future.

The Knox boy resplendent in navy blazer with boater on head could be considered a quaint image of a bygone era until you take in the full view which is a mobile phone and a laptop computer completing the picture.
This picture of the boy is repeated in many ways across Knox.

New buildings reflect traditional Knox style architecture but within is innovation and modernity.

Schoolboys might still refer to teachers as “sir” or ma’am and stand behind desks and chairs as a mark of respect but with those formalities over, a multi-media world of interaction and exploration takes place.

So too our institutions are changing. The KPA and its 15 supporter groups has progressed through a major constitutional realignment over the past two years with clearer and closer linkages between its groups and the school. This has resulted in an even more cohesive group which is clearly identified and empowered to not only fundraise but friend raise.

The work undertaken by the OKGA in the development of its strategic plan is to be commended. As they say, we all need a plan! It is an ambitious plan which will keep us focused and directed to achieve the twin outcomes of support for old boys and the support of their alma mater.

The school stands ready to support the new strategic plan and I look forward to working with the president and committee to provide the necessary human resources to achieve this in the next few months.

My aim as headmaster and patron is to ensure that all groups associated with the school are supported to operate successfully to the benefit of all. As you would imagine maintaining all groups and all desires together is a challenging exercise as we move into the second decade of the 21st century.

But keeping all constituents, the school council, staff, boys, parents, past parents and the old boys on the same road heading in the same direction requires the “patience of job” and “the wisdom of Solomon”. Those qualities do exist in all our groups and we have seen many sunny days as a school community. There have been dark and cloudy days of late but it is my view that the sun is breaking through brighter than ever.

The school’s future is most encouraging. It has never been more desired, its enrolments never higher, its building activity never greater, its financial foundations never stronger and its boys never better.

Now is a good time for the next step in the evolution of the old boys. My congratulations to Michael and his executive and my best wishes for the new year as we seek to ensure that Knox old boys continues its growth and development.

PRESIDENT’S REPORT:

Patron of the OKGA and Knox Grammar School Headmaster, Mr John Weeks,
Members of the OKGA, Distinguished guests, Ladies and Gentlemen.

It is my privilege to present to you on behalf of the committee the Annual Report covering the affairs and activities of the OKGA for 2010, at this our 79th Annual General Meeting.
In welcoming you to this meeting, I would like in particular to welcome our new members, 2010 leavers.

Both the school and OKGA have had a very full year in relation to many activities and these events have been supported by members of the OKGA and the Knox community.

Our membership continues to grow with over 90 percent of our 2010 leavers joining our association. Our membership at this time is 8245.

The Association continues to operate within our budget and have maintained the financial support to our clubs and to the school. Our audited accounts of our four entities combined (IE. OKGA Inc, OKGA Sports Inc, the OKGA Endowment Trust and OKGA Scholarships) show a healthy financial position. The total net asset is $1,062,830, and a net loss for the year of $11,603.

Mark Wilson Treasurer will discuss our exact position in his report. It would be remiss me not to mention the late Miss Dianne Jenkins for her generous bequest in honour of her late Brother Flying Officer Peter. J. Jenkins (Killed in action December 1940)

The association is striving hard to improve its communication to all ages of our members. At present we have over 2100 registered on line. The number of old boys using our online website is continuing to increase and hence we are able to keep contact with each member notifying them of major events within the school and the OKGA. Some of our sporting clubs have their own websites which are linked to the OKGA site. A major part of the strategic plan is to continue to improve and effectively communicate to all members.

**The School**

The Old Knox Grammarians’ Association is an integral part of the school community and continues to enjoy a strong working relationship with the school. We can realise all of our objectives by assisting the school to achieve its long term goals. By supporting its philosophies of faith, wisdom, integrity and compassion by being visible in our commitment. The activities were:

- Anzac Day
- Honouring Parade
- OKGA Confirmation Service
- Senior and Junior Most Improved Awards
- Supporting regional and interstate dinners and expos
- Scholarships
- Providing sporting coaches
- Supporting Rugby and Football matches
- School Easter and Christmas services
- Support with the school data base
- Assistance with the foundation and financial support.
- Gala Day
- Thistle
- Prep School and Senior School Speech Days
May I take this opportunity to congratulate the school on its outstanding HSC Results as well as great success on the sporting field and also in the cultural areas of the curriculum. Many students reached representative honours and did their school proud

**OKGA /School Activities**

The OKGA Annual Service and Confirmation continues to be an important event in our calendar. We supported the confirmation of **Julius Wilhelm Amadeus Auffermann**

Supporting young men committed to Christ underpins the real essence of a Knox boy.

The traditions of the school cadet unit are firmly embedded in the OKGA and it is without doubt the most important events of all activities. The OKGA Anzac Service and Parade, Passing out parade, and the honouring Service and Parade. Here we honour our ex serviceman. It was my privilege and honour to represent all old Knox Grammarians; and families on these occasions.

Once again, a personal invitation was sent out to all our ex servicemen and to those old boys who we know are serving in the Defence Forces. This contact was appreciated.

The assemblies at which we present the “Most Improved Awards” are an integral part of what the old boys do. We look to recognise the students who are not always the best, however are determined to be the best they can be. These awards are in the areas of sport and cultural activities and are highly valued by the boys.

Mr Ian Macpherson’s and Pamela Hitchcock’s and committee members commitment to each activity is too be highly commended.

The OKGA “Gerry Aldis” Scholarship continues to be keenly contested. It is awarded to a boy with good “All round” ability. Last year Edward Brentnall was the worthy recipient. The “Norman Winter” Scholarship was not awarded last year due to no applicants.

The OKGA provides funding for a number of Trophies and prizes for Speech day in both Prep and Senior Schools. We would like to significantly increase our pool of funds to sponsor more scholarships and bursaries, and also be in a position to provide further support of old boys and their families who are in particular need.

An increasingly large number of our younger members provide support to prep and senior schools in the areas of coaching and refereeing and also service in the cadets.

Our 5 year reunions continue to be well attended and give us direct contact to many old boys In the past 12 months the OKGA office has assisted with the organisation and tracking down many of those who have changed address. My sincere thanks to the year coordinators and Pamela Hitchcock, our alumni manager for their efforts.

Our community dinners are firmly established and go from strength to strength under efforts of John Boag. We look forward to expanding these in years to come.
Our Annual Golf Day and dinner was again held at Avondale Golf club. Our special thanks to all our sponsors and in particular Phil Tuck (OKG ’77) for organising a very successful Day.

I would like to make Mention of Dr Nic David JOOLS AM, Walsh Bay, NSW Brigadier Paul Le Gay BRERETONONAM RFD, NSW, Mr. Sam (Sydney) URE-SMITH OBE and Lt Col Owen James Adams OBE RA (OKGA 85) has been awarded an OBE and congratulate him publicly on his award in the Australia Day honour list.

During the past 12 months we have said final goodbye to a number of old boys and our sincere sympathies are extended to their families.

In particular OKGA Past President Mr Hugh Bickford.

The senior Knoxonians led by Edric Chaffer, many of whom laid the foundations of the OKGA are an enthusiastic and strong extension of our association. I would like to thank them for their contributions and look forward to working with them again this year. The school has over 500 boys enrolled who are following in the footsteps of their father or grandfather. What a wonderful tribute to the school.

The association sponsors 6 clubs which continue to provide a major link between our recent school leavers and old boys. They being rugby, cricket, basketball, football, volleyball, and pipes and drums. I would like to personally congratulate each club for their enthusiasm and outstanding administration which has lead to great success. I strongly recommend to our new old boys to be involved.

I wish the cricket club in its 60th year all the best in the final of the City Suburban Knock out Competition next Sunday.

The rugby Club had one of its greatest years ever. Club Champions Kentwell Cup Finalist 1st and second grade

In conclusion I would like to thank the following people.
-Jo tait, our archivist, who collects and preserves our school records and is always willing to prepare archival displays for various OKGA functions

- Edric Chaffer (OKG ’50 Tony Osman (OKG ’59) who have both spent hours compiling records and knowledge of school and OKGA

-Leigh Stephenson and Nathan Edwards for their helpful assistance catering OKGA Functions especially the Home Rugby/Football drinks.

- Julie Lines for her assistance in OKGA Functions
- Pamela Hitchcock the Alumni Manager for her enthusiasm and dedication to the role.
- Our auditors, Gerry Cowling and David Seaman of RSM Bird Cameron
- Andrew Martin (OKG ’75) of Peak Investments who continues to look after our investments.
- Bill Henry (Past President) of Turtons solicitors
- Alan Foulkes and Peter Roach for their wise counsel
A special mention to Michael Le Couter for his assistance throughout 2009 in particular with his meticulous documentation of the procedures and protocols of the OKGA and its linkage with the school. Mike also spent many hours preparing the OKGA section of the Thistle.

I would like especially thank the commitment and support given to me by every member of the committee. In particular the office bearers of Mr Rob Tulloch, Ian Frame, Ian MacPherson, Mark Wilson and Michael Le couter (who is not on the committee), for leading the OKGA Strategic Plan with passion and dedication. The committee’s dedication and willingness to get involved is the major reason for the success of this association. This commitment by all will lead us to continue to work towards OKGA being the most successful alumni group as we implement the strategic plan over the coming years.

**Strategic Plan**

The goal of the 2010 strategic plan is to maximise the relevance of the OKGA to its stakeholders.

To achieve these four primary objectives were defined, they being:

1) Review our vision and mission.

2) Identify our stakeholders

3) Examine the wants and needs of those stakeholders

4) Develop the strategies and performance indicators that will maximise the fulfilment of the requirements of our stakeholders

5) **Vision and Mission**

The vision and mission we adopted was based on the words of Dr MacNeil when he founded the OKGA, “for the perpetuation of memories, for the maintenance of friendships and support of the school” However, in recognition that Old Boys now look to the OKGA for a significantly broader range of services throughout their lives, Dr MacNeil’s word have been augmented to reflect this.

So our vision and mission has become,

*Perpetuation of memories, maintenance of friendships, enrichment of Old Boys and support of the school.*

**Stakeholders**

The primary stakeholders identified are;

The members of the OKGA

The School
Requirements of the stakeholders

To fulfil the requirements of our stakeholders we looked at the primary areas of focus of the OKGA and developed our strategic intent for them;

1. Support of the School

To partner with the School to enhance the value that the OKGA adds through strengthening the relationship between Old Boys and the School to facilitate
- Old Boys enrolling their sons at Knox.
- Old Boys actively encouraging non Knox related parents to enrol their sons at the School.
- Old Boys participating in Capital Raising for the School.
- Old Boys assisting with School sporting and cultural activities.

To provide a value proposition for the school to use in the promotion to potential parents of a strong well managed alumni that will provide active and ongoing support to their boys after school.

2. Membership Records and Database

To ensure that the records of the OKGA are sufficient to enable the Association to satisfy the needs of its stakeholders and are used by parties and for purposes acceptable to the Association and its members

3. Archives, History and Notable Knoxonians

To provide a system for recording and archiving every aspect of the OKGA and its members so that complete records are available in the future.

4. Affiliated Groups

To support affiliated groups in delivering an experience for OKGA members participating in them, which motivates them to embrace the OKGA in its broader objectives and activities whilst acknowledging their groups’ responsibilities to the OKGA
5. **Communications**

To establish a multi-faceted alumni communication network that recognises and utilises the preferred technologies for differing section of the membership and delivers the information that is most useful and relevant to the members.

6. **Functions and Events**

To expand and enhance the OKGA program of events so as to foster the interest and involvement of members.

7. **Networks and Mentoring**

To provide support to members as they transition through their life and career stages.

8. **Structure and Administration**

To ensure the OKGA is structured, resourced and managed so as to ensure its objects and goals can be achieved.

9. **Finance**

To ensure that the OKGA has sufficient financial resources to meet its objects and that those resources are utilised to meet those objects.

From the strategic intents we developed detailed initial strategies and performance indicators to measure our progress. However I do not intend to bore the meeting further by reading through them all. They are documented in the published Strategic Plan.

**Implementation**

When formulating the Strategic Plan two things became obvious.

1) The task is very large and to achieve the outcomes we are looking for we need to be able to focus our energies. We have therefore structured the committee such that each committee member holds an executive position or chairs a subcommittee for a focus areas identified in the Strategic Plan. These subcommittees will comprise both committee members and non-committee members and will thus broaden the depth we have to draw on.

2) Our membership is not a homogenous group. It is comprised of members passing through different stages of life that have different demands of the OKGA.

Therefore to deliver the most relevant services to our members we need to recognise those differing needs and tailor our offering accordingly.
To assist in achieving this we have sort membership of the committee and subcommittees that comprise a wide range of age groups. In addition we have assigned to four committee members responsibility for assisting to tailor our offerings to their respective generations.

Where to from here.

A fundamental premise of the Strategic Plan is that it be a ‘living document’, not to be put on a shelf and gather dust but to be constantly referred to and revised.

This, together with its successful implementation, is the challenge of the incoming committee and its successors.

Treasurer’s Report to the Members of the Old Knox Grammarians’ Association
Accompanying the Financial Reports or the Year Ended 31 October 2008

I am pleased to present the financial reports for the Old Knox Grammarians’ Association Incorporated (OKGA Inc), the Old Knox Grammarians’ Sports Association Incorporated (OKGA Sports), the OKGA Endowment Trust, and the OKGA Scholarship Trust, for the year ended 31 October 2010.

From a financial perspective, the Association continues its close interest and connection with the School and with Old Boys. It relies on the significant support of many Old Boys, young and old, who contribute countless hours in the ongoing management and promotion of the Association.

The Association’s financial position relies on several key inputs – new members’ subscriptions, the return from its investments, and the generosity of donations. The Association is prudent with its spending, and has weathered the global financial crisis relatively well (although the volatility in the market is still evident), but the costs of meeting its goals are ever increasing, and the expectations of support ever expanding.

At last year’s AGM, I talked of the decision to increase the life membership fee to $500. Fortunately this has had little impact on the number of year 12 boys deciding not to join, and it has increased our revenues slightly this year. Indeed, we welcome over 180 new Old Boys to the Association this year.

Our two current investment funds – one for Sports and one for the Endowment Trust have both had a relatively flat year in terms of capital growth (down 2%, although they have increased over 5% since financial close), but they have been able to maintain their income return. Our investment philosophy continues to be relatively conservative, providing a mix of consistent income from dividends and interest, as well as the opportunity for longer term growth. The portfolio is diversified across a range of sectors with a balanced exposure to resources (24%), financials (29%), energy (12%), and industrials. The stocks in the portfolio have been selected based on their capacity to generate growth in income and capital without taking on unacceptable levels of risk.

We have also set up a new fund in 2010, the OKGA Scholarship Trust, which has Deductible Gift Recipient status, which allows tax deductions to a donor contributing to this fund. It will be part of our future fund raising programs.

As has been the case over the last few years, there are insufficient funds in the Endowment Trust for it to be self sustaining to provide the amounts required for the cost of the scholarships. As a result, there has been the necessity for funds from new
membership to be used to pay for the scholarships. This unfortunately takes funds away from Inc to support Old Boys and the School.

As I mentioned last year, the cost of the two scholarships, the Norman Winter Boarding Scholarship which provides 50% of tuition and boarding fees, and the OKGA Scholarship in memory of Gerry Alldis which offers 50% tuition fees, now exceeds the original donations to set up the fund.

It is unfortunately an area which the Committee needs to address to review the level of ongoing support for the scholarships, and whether there are other ways to meet the terms and wishes of the donors of the funds without relying on additional support from Inc.

There is a need to ensure we provide support to our members who require urgent assistance, and as it is part of our Charter, we must be able to meet at least some of those needs. This has also been a key consideration in preparing the Strategic Plan. The Association gratefully acknowledges the financial support from the School in its contribution to the substantial work in preparing the Plan, as well as the support from the Headmaster.

I now turn to the four entities of the Association:

**OKGA Inc** continues to provide support for Old Boys, including functions and reunions, and regular communications with Old Boys, and maintains its close relationship with the School. As always, key events on the Old Boys calendar include the ANZAC Day Memorial Service, the Cadet Honouring Service and Presentation Parade, and the Old Boys Chapel Service. There continues to be the support of the Most Improved Awards in both the Senior and Prep Schools, and awards and prizes on Speech Day. Indeed, the contribution to School Support has increased 13% on last year. The Association continues to provide support to Old Boys competing at the peak of their field, as well as the support of the OKGA scholarships.

For the year ended 31 October 2010, OKGA Inc made an operating loss of $4,214 comprising a cash surplus of $9,008 and a provision for impairment in relation to its loan to Sports. OKGA Inc maintains net assets of $672,695.

**OKGA Sports** continues its support of many sporting clubs associated with the OKGA, and together with Inc increased its support to Old Boys’ clubs by 40% this year over last year, partially brought about by the needs of the clubs to cover significant increases in their insurance costs, as well as taking the opportunity to replace some well worn equipment, not covered by their own subscriptions. Unfortunately, Sports suffered an operating deficit of $11,636 brought about by a reduction in the market value of its investments during the year. Consequently, its balance sheet continues to show a net deficiency of funds, this year of $25,056. It remains a going concern due to the financial support from Inc.

**The OKGA Endowment Trust**’s purpose is to administer and invest funds for the Old Boys, which it has been doing since 1962. These funds include the original grant from Norman Winter as well as donations and contributions from the Senior Knoxonians, other Old Boys, and many generous people. Although the Trust has over $400,000 under investment, and net assets of $415,111, it is still not sufficient to fund the scholarships on offer, and so requires the continued support of Inc.

**The OKGA Scholarship Trust** was set up in February 2010 and gained DGR status during the year. It has not yet been used for fund raising activities and at this stage only has in its balance sheet $80 being its initial funding less bank fees.

In summary, our Association remains financially strong, allowing it to carry out its functions pursuant to its Constitution. However, to fully achieve its desired goals, as detailed in the Strategic Plan, it does require an increase in its financial base to be able
to meet the wishes of some of its generous former members, as well as the needs of existing and future members. A new campaign to raise funds will be a priority this year.

The OKGA continues to have the assistance of Lynne Davis, our bookkeeper, who provides valuable support in the recording and management of our accounts – thanks to Lynne for her services. I would also like to express thanks to Andrew Martin (OKG 1975) and his colleague Ian Wenham for their ongoing support in managing the Association’s investments on our behalf through their company Peak Investment Partners. I also wish to thank Bill Henry, a past OKGA President, and his law firm Turtons Lawyers, for his advice and legal support to the Association.

I also wish to express our thanks to our honorary auditor Gerry Cowling, a partner at RSM Bird Cameron and a past Knox parent, and his manager David Seaman, for their continued support to the OKGA in providing audit services at what is their busiest time of year. Gerry’s firm and its predecessors have continually provided this service pro bono for over 20 years, and we gratefully acknowledge this significant and generous contribution.

I now put before the meeting our annual audited accounts for the year ended 31 October 2010.

Moved: Jack Shute
Seconded: Rob Tulloch

Next item on the agenda is the election of officers; I propose Michael Kelynack be the president for 2009.

**Election of Officer Bearers and Committee Members**

The committee consists of 4 office bearers, being the president, vice-president, treasurer and secretary, and up to 10 additional ordinary members. I have 1 nomination for each of the office bearers, being myself for president, Rob Tulloch for vice president, Mark Wilson for Treasurer, and Ian Frame for secretary. Of the existing committee, Mark Bayliss and Rob Johnson will not be nominating for this year’s. I have received nominations for these vacancies being

- Ian MacPherson
- Ian King
- Jack Shute
- Sandra White
- Phil Henniker
- Jon Bonwick
- Andrew Purcell
- Edric Chafer
- Geoff Cramp
- Tony Osman (Hon Historian)

As there are an equal number of nominations to vacancies, under clause 10 of the constitution, there is no need for a ballot. I therefore declare all candidates elected to the committee.

Congratulations to those Committee Members.
Patron:                      John Weeks
President                   Michael Kelynack
Immediate Past President:   Ian MacPherson
Vice President:             Rob Tulloch
Secretary:                  Ian Frame
Treasurer:                  Mark Wilson
Council Liaison             Alan Foulkes

Committee:

     Jon Bonwick
     Edric Chaffer
     Geoff Cramp
     Phil Henniker
     Ian King
     Andrew Purcell
     Jack Shute
     Sandra White
     Tony Osman (Hon Historian)

General Business:

The President thanked everyone for coming and declared the meeting concluded.

Meeting closed at 8.45pm.

Michael Kelynack
President OKGA