

P&DARCS: AGM Minutes



Date: 05 Aug 2026 **Time:** 8.00 pm **Location:** Zoom

Committee 25/26

Officers		
President	Keith Quigg	KQ
Vice President	David Law	DL
Secretary	David Gibbs	DG
Treasurer	Peter Harris	PH
Registrar	Simon Ventevogel	SV
Member Positions		
Facilities Manager	Norm Morrish	NM
Field Manager	Keith Quigg (Int)	KQ
IT Manager	Daniel Jenkins	DJ
SIG Coordinator	John Van De Waterbeemd	JV
CFI	Keith Quigg	KQ
Ordinary Member	Melissa Law	ML
Ordinary Member	Phillip Singh	PS
Ordinary Member	Chris Eeles	CE
Other Positions		
Editor	Liz Ventevogel	LV

Meeting Chair: Keith Quigg

Election Chair: Andrew Smallridge

	Topic / Discussion Item
1	Welcome from Committee - Meeting Opened: 8:00pm - Attendance: 21 (Attachment 5) - Apologies: John Quayle, John Brann, Rob Barbuto, David Law, Mel Law, Ian Slack Shareholder Voting Check - DJ confirmed all present were Shareholders and eligible to vote. No Waiting Room procedure required for Polls



2	Independent Chair • KQ thanked the Committee for their incredible work during the year, and then declared them formally stepping down from their roles ahead of the new Committee election • Andrew Smallridge took over as meeting Chair
3	Acceptance of Previous AGM Minutes (Appendix 1) • Meeting dated 6th August 2026 (website, link distributed prior to meeting) • Motion: - <i>That the Minutes of the Annual General Meeting held on 6th August 2025 be confirmed as a true and correct record of that meeting</i> - Moved: Andrew Smallridge - Seconded: David Walsh - Carried: Unanimous (show of hands)
4	AGM Correspondence (Appendix 2) • DG noted the AGM Correspondence - 20260713 – Notice of Meeting - 20260801 – Zoom Invite; Minutes Link; President's Report - 20260801 – Annual Accounts (Full Members only) • No questions from the floor
4	Committee Reports President's Report (Appendix 3) • Distributed to all members prior to meeting • KQ expressed his gratitude to every member of the club for supporting the committee, and the work that everyone has put in this year • No questions from the floor Treasurer's Report (Appendix 4) • Peter Harris presented the Financial Accounts for the year ending 30 June 2026 (circulated to Full Members prior to the meeting). He thanked John van de Waterbeemd for prompt attention to the Audit Report. • As auditor, John noted the Club process of committee members paying expenses directly and then claiming reimbursement and thanked them for this. PH reinforced this is tightly linked to the pre-approved budget items which facilitates prompt payment and reimbursement. • Declaration: DJ presented the <i>Declaration by Committee</i> that the Annual statements give a true and fair view of the financial position of the association (Attachment 1) • Audit Report: DJ presented the <i>Audit Report</i> prepared by John van de Waterbeemd, the appointed Auditor for the 2025-26 financial year (Attachment 2)



	- No questions from the floor - KQ congratulated PH on an outstanding effort on our accounts. Motion – Financial Reports <i>The audited Financial Report as presented by Peter Harris (Treasurer) be accepted</i> - Moved: Peter Harris - Seconded: Paul Van Tongeren - Carried: Unanimous (Poll)
5	Committee Election - DJ tabled the Committee nominations received prior to meeting (Attachment 3) - Andrew worked through the Committee Nominations one-by-one: - Checking in each case for new nominations from the floor (of which there were none), - Declaring the nominees elected unopposed.
6	Further Motions KQ, returned President, resumed the Chair for balance of the meeting, thanked Andrew Smallridge for chairing the elections, and welcomed the new Committee. Appointment of Auditor - KQ noted the Committee had nominated John Van De Waterbeemd to continue as Auditor for the upcoming financial year. John noted he accepted the nomination but would like to find an understudy / successor moving forward. <i>Motion: That John Van De Waterbeemd be appointed as independent Auditor of the Association for the 2026/27 financial year.</i> - Moved: Keith Quigg - Seconded: Trevor Garey - Carried: Unanimous (Poll) Bank Account Signatories <i>Motion: That any two jointly of the President (Keith Quigg), Secretary (David Gibbs), Treasurer (Peter Harris), and Administrator of the PayPal account (David Daniel Jenkins) of P&DARCS are authorised to operate the Accounts of the Club.</i> - Moved: Keith Quigg - Seconded: Paul Van Tongeren - Carried: Unanimous (Poll)

	Concluding Remarks • NM thanked KQ for taking on the President role for another year – possibly making KQ the longest standing President in Club history • NM also congratulated PH for a rumoured 46 years on the Club Committee • DG, on behalf of the Committee, thanked KQ for his ongoing leadership efforts on challenging topics like the Moorabbin flight schools. • KQ closed with a reminder of the importance of our 60th event and catch up with past and present members.
7	Declarations • Daniel Jenkins tabled the signed declaration that the Financial Reports had been presented to members at this AGM (Attachment 4)
8	Meeting Closed: 8:30pm



Schedule 1

Regulations 20, 21 and 22

Form 1

Associations Incorporation Reform Act 2012

Sections 94(2)(b), 97(2)(b) and 100(2)(b)

Annual statements give true and fair view of financial position of incorporated association

We, David Daniel Jenkins and David Gibbs, being members of the
Committee of the Pakenham and District Radio Aircraft Control Society, certify
that –

The statements attached to this certificate give a true and fair view of the financial
position of the Pakenham and District Radio Aircraft Control Society during and at
the end of the financial year of the association ending on 30 June 2026 .

Signed: 

Dated: 22/7/26

Signed: 

Dated: 23/7/26



Attachment 2 – Auditor's Report

John van de Waterbeemd
Mount Waverley
Victoria, 3149

**Audit of Financial Reports of
Pakenham & District Aircraft Radio Control Society inc. (P&DARCS)
for the financial year ending 30 June 2026**

Opinion

The accompanying financial report provides a true and fair view of P&DARCS financial position as at 30 June 2026 and of its financial performance including (cash balances) for the year ended 30 June 2026.

What has been audited

The following documentation has been reviewed in arriving at this opinion:

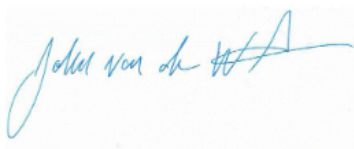
- The statement of financial position (Balance Sheet)
- That statement of financial performance (Profit and Loss)
- Reconciliations of all bank accounts and Balances as at 30 June 2026 including:
 - General Account
 - Term Deposit
 - Depreciation Term Deposit
- General Account receipts ledger
- General Account expenditure ledger
- Bank statements
- Term deposit interest and balances
- Review of all expense invoices for the year ending 30 June 2026.

Basis for Opinion

I believe the audit evidence obtained (including review of all cash receipts and every expense invoice) is sufficient and appropriate to provide a basis for this opinion.

Independence

I confirm I have not participated in the finance record keeping for the financial year, I have not received any expense reimbursement or payments from the club and have not had any influence in the preparation of the results.



John van de Waterbeemd
Chartered Accountant
29 July 2026



Attachment 3 – 2026/27 Committee Nominations

All Nominees were elected to these positions unopposed.

Position	Nominee	Accepted	Moved	Seconded
President	Keith Quigg	Yes	Don Klein	David Gibbs
Vice President	David Law	Yes	David Gibbs	Tom Bloodworth
Secretary	David Gibbs	Yes	John Brann	Tom Bloodworth
Treasurer	Peter Harris	Yes	Don Klein	David Gibbs
Registrar	Simon Ventevogel	Yes	Daniel Jenkins	Keith Quigg
Facilities Manager	Norm Morrish	Yes	Glenn Orchard	Peter Timms
IT Manager	Daniel Jenkins	Yes	Peter Harris	Frank McPherson
SIG Coordinator	John vdW	Yes	David Perkins	Chris Eeles
Ordinary Member #1	Chris Eeles	Yes	Norm Morrish	John vdW
Ordinary Member #2	Phil Singh	Yes	Simon Ventevogel	Keith Quigg
Ordinary Member #3	Mel Law	Yes	Phil Singh	Keith Quigg



Attachment 4 – AGM Submission Record

Submission of financial statements to annual general meeting – incorporated associations

Associations Incorporation Reform Act 2012

Sections 94(3), 97(3) and 100(3)

I David Daniel Jenkins being a member of the committee of the
Pakenham and District Aircraft Radio Control Society (P&DARCS) certify that –

“I attended the annual general meeting of the P&DARCS held on the 5 August 2026
and the financial statements of the association for the financial year ending on 30
June 2026 were submitted to the members of the association at that general
meeting.”

Signed:  _____

Date: 5 August 2026



Attachment 5 – Attendees

- Caulcutt, Chris
- Clarke, Bruce
- Eeles, Chris
- Gibbs, David
- Harris, Peter
- Jenkins, Daniel
- Klein, Don
- Morrish, Norm
- Nield, Greg
- Perkins, David
- Quigg, Keith
- Sexton, Gavan
- Singh, Phil
- Smallridge, Andrew
- Subotsch, Alex
- Van De Waterbeemd, John
- Van Tongeren, Paul
- Ventevogel, Simon
- Walsh, David
- Watkins, Rod

