Minutes Circular Keys Chorus Special Meeting

24th August, 2016

Held at rehearsal, St Joseph’s Conference Centre, Baulkham Hills

Meeting opened: 9.55pm

Total number members present: 34

Apologies: 17

There are two motions to be put to the meeting:

**1.  Financial Statements**

**Motion:**  That the Financial Statements for 2015-2016 be approved.

The audited Financial Statements are attached (see Appendix 1).

**Explanation:**  The Treasurer’s Report for 2015-16 was presented to the AGM.  As it had not been audited, it was not submitted for approval.

Our auditor, Dawsons Accountants Pty Ltd, has now prepared Financial Statements for the year ended 31 March 2016, based on the Treasurer’s Report and other documents.  Once of the auditor’s recommendations was that we include depreciation of assets each year, and that we present a Balance Sheet as well as an Income and Expenditure Statement.  This has required some significant one-off adjustments in the Financial Statements.

Moved: Deborah Martin Seconded: Alison Anderson Carried

**2.  Fiscal Year**

**Motion:**  That the fiscal year of Circular Keys Chorus commence on the first day of January in each year.

**Explanation:**  Sweet Adelines Australia recommends that all Australian choruses move to a calendar year fiscal year.  This gives more time for financial reports to be prepared and audited before the chorus’s AGM, and for the AGM to be held well in advance of Convention in May, to enable a smoother handover.

SAA has the approval of Sweet Adelines International to make this change to the By-Laws.

The transition to a calendar year will require having a shorter fiscal year this year (1 April 2016 to 31 December 2016).

Moved: Deborah Martin Seconded: Doris Ward Carried

Meeting closed: 10.05pm