**UNSW**   
**<CLUB\_NAME\_NO\_ABBREVIATIONS>**

**ANNUAL REPORT**

MONTH 20XX – MONTH 20XX

This document serves as a template outlining the minimal requirements for the required Annual Report. Remove all text in red. Feel free to add new subheadings, further detail, images/formatting, or build your own from scratch!

# Overview

* Club size and membership demographics.
  + Comparison to previous years.
* Any significant changes in the club’s operations
* Any constitutional changes
* General assessment of how well the club carried out its mission statement.

# Financial Summary

* Any changes to the club’s membership structure
* Basic stats (bank balance, net profit/loss, comparison to last year, etc.)
* Any significant purchases/financial actions
* General financial position by the end of the year.

# Club Operations

* List of all events/programs the club ran this AGM period
  + Mention if an event/program is new
  + Brief description of what the event/program is, who it is targeted towards, etc.
  + Analysis on if the event/program was successful

# Conclusion

* Summary of noteworthy events and current standing of the club.

# Future direction

* Any improvements the club can make
* Any new ideas the club should attempt/new areas to expand into
* Any work carried over from last year.
* Any way Arc Sport can help with the above/in general.