

Annual General Meeting (AGM) Minutes

Date:	23 November 2023
Time:	AGM commenced at 13.25 (AEDT)
Place:	Innovation Centre Auditorium, University of the Sunshine Coast and teleconference

Item	Description
1	<p><i>Welcome, Acknowledgement of Country, and Introductions</i></p> <p>We acknowledge the Traditional Owners and their custodianship of the land on which we are meeting. We pay our respects to Indigenous Elders past, present and emerging and recognise the strength, resilience and capacity of all Aboriginal and Torres Strait Islander people</p>
2	<p>Apologies & Proxies</p> <p><i>2.1 Apologies:</i></p> <p>Secretary table the following apologies from members:</p> <ul style="list-style-type: none"> ● Luigi Ceccaroni ● Kathryn Willis ● April Seymore ● Julie Old ● Libby Hepburn ● Alice Motion ● Kathy Willis ● Anna Christie <p>Motion: Moved by ML Gittins seconded by J Mackenzie that the apologies be accepted by the meeting. CARRIED</p> <p><i>2.2 Secretary tabled the no proxies:</i></p>
3	<p>Minutes from Previous Annual General Meeting</p> <p><i>3.1 Annual General Meeting 21st November 2022</i></p> <p>The Secretary tabled the minutes of the previous Annual General Meeting held 21st November 2022, circulated via website to all members.</p> <p>Motion: Moved by ML Gittins seconded by A Chapman that the minutes of 21st November be accepted as a true and correct record. CARRIED</p>

4	<p>Actions from previous Annual General Meeting 4.1 Actions: Secretary tabled that there were no actions from the previous AGM noted.</p>									
5	<p>Chair's report A Lane read and tabled her report. Motion: Moved by A Lane seconded by ML Gittins that the chair's report be accepted. CARRIED</p>									
6	<p>Treasurer's report and Financial statements 6.1 End-of-Year Financial Report The Treasurer tabled the End of Year as of June 30th, 2023, with total Members Funds of \$133,095 as was circulated by email. Motion: Moved by D Ebenezer seconded by S Turton that the financial statement be received and adopted for the financial year of 2022/2023. CARRIED 6.1.1 Action: Financial Statement be submitted to ACNC.</p> <p>6.2 Appointment of the auditor Treasurer discussed who would audit the ACNC accounts for the 2023/2024 financial year. Motion: Moved by D Ebenezer seconded by J Mackenzie that JOHN GOSPER AUDIT AND ASSURANCE PTY LTD be the auditor for 2023/2024 financial year. 6.2.1 Action: Auditor to be confirmed.</p> <p>6.3 Business Arising:</p>									
7	<p><i>Questions to Management Committee members</i> <i>No Questions</i></p>									
8	<p>8.1 Endorsement of 2023/2024 Management Committee Members Election 8.1 2023/2024 Management Committee Election The Secretary noted that as per ACSA's constitution, a committee member holds office for 2 years from AGM to AGM. Newly elected Committee Members take office with effect from the conclusion of the Annual General Meeting at which they are elected. The secretary tabled the following vacancies and Nominations received for the 2023/2024 Management Committee.</p> <table border="1" data-bbox="331 1742 1278 1977"> <thead> <tr> <th>2023/2024 Vacancies</th> <th>Nominations Received</th> <th>Outcome</th> </tr> </thead> <tbody> <tr> <td>1 Chair</td> <td>Annie Lane</td> <td>Accepted</td> </tr> <tr> <td>1 Treasurer</td> <td>Darryl Ebenezer</td> <td>Accepted</td> </tr> </tbody> </table>	2023/2024 Vacancies	Nominations Received	Outcome	1 Chair	Annie Lane	Accepted	1 Treasurer	Darryl Ebenezer	Accepted
2023/2024 Vacancies	Nominations Received	Outcome								
1 Chair	Annie Lane	Accepted								
1 Treasurer	Darryl Ebenezer	Accepted								

General Member	Jock MacKenzie	Accepted
General Member	Eva Jane Ford	Accepted
General Member	Larissa Braz Sousa	Accepted
Chapters	Western Australia, Victoria, South Australia, Queensland.	Accepted

Motion: Moved by ML Gittins seconded by D Ebenezer that the meeting endorses the Management Committee nominations. CARRIED

8.1.1 Action: Information regarding the new management committee is communicated to the relevant bodies.

8.2 New Members of Management Committee Introductions:

Successful candidates were given the opportunity to introduce themselves.

8.3 Farewell to outgoing members

Secretary tabled the following members stepping down from the Management Committee:

- Libby Hepburn
- James Chong
- Louise Morris

8.1.2 Action: Information regarding resignations be updated on the Management Committee membership document.

9.1 Endorsement of Office Bearers

A Chapman (Western Australian Chapter Chair) welcomed and tabled the following nominated persons for ACSA Office Bearers 2023/2024

Position	Person
Chair	Annie Lane
Vice Chair	Dr Stephen Turton
Secretary	Mary-Lou Gittins OAM
Treasurer	Darryl Ebenezer

9.1.1 Action: Information regarding the new office-bearers for 2023/2024 is communicated to the relevant bodies.

Insurance

10.1 Insurance 2023/2024

Secretary table the following information regarding current policies held by ACSA due to membership of Qld Water and Land Carers:

	Personal Accident; Primary Liability and Protector Liability. Closing date 30/03/2024. These policies will be renewed when ACSA completes the QWaLC 2024 Annual Members Survey. 10.1.1 Action: ACSA completes QWaLC 2024 Annual Members Survey.
11	Acceptance of Annual Report 11.1 2022/2023 Annual Report Chair tabled Annual Report 11.1.1 Action: Annual Report to be circulated to relevant bodies and communities.
12	Meeting closed 2.30 pm

2023 AGM Actions arising from 23 November 2023	Status
6.1.1 Action: Financial Statement be submitted to ACNC.	√
6.2.1 Action: Auditor to be confirmed.	√
8.1.1 Action: Information regarding the new management committee is communicated to the relevant bodies.	√
8.1.2 Action: Information regarding resignations to be updated on the Management Committee membership document.	√
9.1.1 Action: Information regarding the new office-bearers for 2023/2024 is communicated to the relevant bodies.	√
10.1.1 Action: ACSA completes QWaLC 2024 Annual Members Survey.	√
11.1.1 Action: Annual Report to be circulated to relevant bodies and communities.	√

Chair

Secretary

Mary-Lou Gittins