13th Annual General Meeting (AGM) Agenda

Date:	**Friday 20 November 2026**
Time:	AGM will commence at 12.00 and end at 13:00 AEDT
Place:	Online (Link available on RSVP)
RSVP:	**Please submit this online form to RSVP**

ITEM	Description	Responsible
1	**WELCOME** Welcome, Acknowledgement of Country, and introductions	Stephanie
2	**APOLOGIES** ***Motion:*** *the apologies be accepted* *Moved by* _____ *seconded by* _____ . Proxies:	Stephanie
3	**MINUTES** Acceptance of minutes from the previous 12th AGM Minutes have been emailed out with AGM meeting details and are available on the web. The ACSA Management Committee reviewed the AGM minutes at its 3 December 2025 meeting. ***Motion:*** *minutes of previous AGM be accepted as true and correct* *Moved by* _____ *seconded by* _____ .	Stephanie
4	**ACTIONS** Review of actions from previous annual general meeting	Stephanie

Action Item #	2025 AGM Actions arising from 14 October 2025	Completed

<table>
<tr><th>ITEM</th><th>Description</th><th>Responsible</th></tr>
<tr><td></td><td>
<table>
<tr><td>6.1.1</td><td>Financial Statement be submitted to ACNC</td><td>Yes</td></tr>
<tr><td>6.2.1</td><td>Auditor to be confirmed.</td><td>Yes</td></tr>
<tr><td>6.3.1</td><td>New executive members to register with Bank of Australia</td><td>Yes</td></tr>
<tr><td>8.1.1</td><td>Information regarding the new management committee is communicated to the relevant bodies.</td><td>Yes</td></tr>
<tr><td>8.1.2</td><td>Information regarding retirements to be updated on the Management Committee membership document.</td><td>Yes</td></tr>
<tr><td>9.1.1</td><td>Information regarding the new office-bearers for 2025/2026 is communicated to the relevant bodies.</td><td>Yes</td></tr>
<tr><td>10.2</td><td>QWaLC 2026 Annual ACSA Membership Renewal to be completed</td><td>Yes</td></tr>
<tr><td>10.4.1</td><td>Annual Report to be circulated to relevant bodies and communities.</td><td>Yes</td></tr>
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<tr><td>5</td><td>CHAIR'S REPORT
Chair's report for 2025/2026 tabled and highlighted
Motion: that the Chair's Report be accepted
Move by seconded by .</td><td>Stephanie</td></tr>
<tr><td>6</td><td>FINANCIAL REPORTING
Treasurer's report and financial statements
6.1 Financial Statements (2025/26)
6.2 Auditor's Report (2025/26)
Motion: that the Audited Financial Statements be accepted
Moved by Alice Howe (Treasurer) seconded by .
6.3 Appointment of the auditor
Motion: that John Gosper Auditing and Assurance Pty Ltd be appointed Auditor for Financials for 2026/27
Moved by Alice Howe (Treasurer) seconded by .</td><td>Alice</td></tr>
<tr><td>7</td><td>QUESTIONS
Questions to ACSA Management Committee members</td><td>Stephanie</td></tr>
<tr><td>8</td><td>● ACSA MANAGEMENT COMMITTEE MEMBERSHIP
Endorsement of 2026/2027 ACSA Management Committee Members
●
● 8.1 - continuing members:
● Continuing Executive Office Bearers (still within current term): Stephanie von Gavel (Chair), Alice Howe (Treasurer), Bridie Schultz (Vice Chair)
● Continuing General Members (still within current term): Sunny Sanderson, Abi Hils
8.2 - retiring member - Steve Turton
8.3 - renewing and new member nominations:</td><td>Stephanie</td></tr>
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ITEM	Description	Responsible
	• Renewing General Members nominations (term completed and renewing): Michelle Neil, Lisa Evans, Darryl Ebenezer • New General Members nominations: Adam Smith, Tania Montesin • Secretary nomination: Katie Irvine ***Motion:*** *that all nominations be accepted and endorsement of continuing/renewing members.* *Moved by* *seconded by* . ***8.3 Action****: Information regarding the new management committee is communicated to the relevant bodies.* ***8.4 Action:*** *Information regarding retirements to be updated on the Management Committee membership document.* 8.5 New Members of Management Committee Introductions 8.6 Endorsement of 2026/27 ACSA Management Committee ***Motion:*** *That 2026/27 ACSA Management Committee be endorsed.* *Moved by* *seconded by* .	
9	**GENERAL BUSINESS** 9.1 Insurance Policies Noted - Public Liability, Directors, Personal Accident for volunteers (via QWaLC) 9.2 Remunerations 9.3 Endorse 2025/2026 Annual Report ***9.3 Action****: Annual Report to be on web page, circulated to relevant bodies and communities*	Stephanie
10	**GUEST SPEAKER** Dr Grey Coupland - Ecologist and Urban Forest Program Leader, Murdoch University - Miyawaki Forest Program. 2026 Eureka Prize Winner: Innovation in Citizen Science	
11	**CLOSE** Next Meeting: ACSA Management Committee 9/12/2026	Stephanie