



AGM 2019
Friday 27th September 5pm
UQ Brisbane
Minutes of the meeting

1. Board Present: Amy McKay (chair), Nyrelle Bade, Stacey Bush, Jen Jamieson, Amanda Woodford and Amanda Levey.

Members Present: Anne-Maree Armstrong (P), Rachel Baker (P), Lia Burton (P), Janeen Cameron (P), Janella Chan, Kimberley Charleston-Astall, Fan Che (P), Annette Coulter (P), Gayle Crisp (P), Robyn Davis (P), Elizabeth Dowling (P), Lisa Duggan (P), Tania Emiliani, Bettina Evans (P), Maria Fernandes (P), Deborah Green (P), Elizabeth Hinder (P), Rainbow Tin Hung Ho (P), Marie Horvath (P), Sasha Iyengar (P), Joanna Jaaniste (P), Lauren Johnson (P), Louise Leotta (P), Victoria Martinez (P), Donna McDonald (P), Kumi Nakamura (P), Jane O'Sullivan (P), Rupa Parthasarathy (P), Rose Stanton (P), Helen Sticha, Bas van der Hoeven (P), Carla van Laar (P), Victoria Watts (P), Caitlin Williams (P), Marion Gordon-Flower (P), Lynda-Alice Broughton (P), Bobby Napier, Simone Vellbau, Sharon Duthie (P) Lynn Clayton (P).

Apologies: Veronica Hughes Kirkman

In Attendance: Kate Dempsey (Executive Officer)

2. Confirmation of previous AGM minutes

The minutes of the 2018 AGM were confirmed as a correct record.
AMc/AL CARRIED

3. Chairperson's Report

Amy McKay

It has been a busy year with many changes amongst both elected Board members and the contract staff working for ANZACATA. The Board and I had hoped to be further developed in our plans for the members of ANZACATA, but have been required to focus on recruiting a new Executive Officer, dealing with the resignation of Sandy Eager our administration contractor and seeing our Communications contractor Vic Segedin move on. Vic will stay to assist with preparation of our journal. Our Executive Officer Rachel Portelli left ANZACATA in December 2018. Changes to the Board have also occurred with the resignation of Claire McKee (Treasurer) and Kristy Thorburn.

EO to store minutes in O365 file.

We thank Rachel, Jo Kelly, Claire, Kristy and Sandy Eager for their service to ANZACATA.

On a positive note we welcomed Dr Kate Dempsey as our new Executive Officer in late April 2019. Kate is a not-for-profit governance expert and has worked hard to help the Board understand its roles and responsibilities and to prepare policies where gaps existed. We have a strategic plan (based on responses from the member survey sent to all members in August) and a budget for our activities in 2019/2020. We are excited to be developing a range of regional activities, meetings, speakers and workshops for members and Kate is looking forward to developing webinars on topics of interest for members.

There has been a conscious effort by the Board to make decisions with good governance in mind and considering the membership and sustainability of the Association in the long term. We have introduced new policies and streamlined processes. Membership has grown. It is only a few short years ago that our predecessor associations had no more than 500 members.

There were no questions of the Chairperson.

The motion was put **that the Chairperson's report be accepted.**
AW/NB CARRIED.

4. Treasurer's Report

Nyrelle Bade

I have been the Treasurer of the ANZACATA Board since my term on the Board began at the beginning of 2019. The financial accounts have been prepared by Accounting firm BlueRock on behalf of the Association. We began the financial year with an opening deficit of \$58,044 but this is because membership renewal fees come into the Association just after the financial year end on June 30th. We ended the financial year with a small surplus of \$6139. The Company is solvent and able to pay its debts as they fall due.

The Association continues to grow in membership and the Board is mindful of the responsibility to spend members' funds in a manner that best benefits members. To this end, we have undertaken a Review of the financial accounts and sought the advice of independent financial reviewers to determine how best to both budget and account for members funds. The Review is enclosed in this Annual Report. It has not highlighted any breaches of accounting practice or legalities relating to the Company and so I am confident that we are operating on a sound financial footing.

I have worked closely with the new Executive Officer Dr Kate Dempsey since she began at ANZACATA in May of this year to streamline accounting categories, the process for paying invoices and improving the connection between invoicing that comes from the website automated systems and our accounting software package, Xero. We have put in place a budget for 2019/2020 and continue to improve and streamline our financial processes.

There were no questions from members. The motion was put **that the Financial Report and Statements as reviewed be accepted.** AL/AMc
CARRIED

There being no further business, the meeting concluded at 5.35pm.

Members stayed for an informal discussion after the close of the AGM.

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(Chairperson)