

Annual General Meeting of Launceston VFC Services Inc

Minutes of the meeting held on Wednesday 27th September 2023 at the Boardroom, LVFC Offices, 56 Cimitiere Street, Launceston, commencing at 10.00am.

In Attendance: *Members:* Carolyn Campbell-Wood (President), Glen Cornish (Vice – President/Acting-Treasurer), Fiona Vanderbeek (Secretary), Amanda McEvoy (Member), Christine Fordham (Member) and Kylie Bryan (General Manager).

1 Meeting Open

1.1 Welcome: The President declared the meeting open at 10.02am noting there was a quorum present.

1.2 Rules and procedures of the meeting: Members were reminded that the meeting would be conducted according to the Rules of the Association.

1.3 Apologies: None received.

2 Minutes of the previous meeting

The minutes of the previous AGM held on 10th September 2022 were tabled and confirmed as a true and correct record of the meeting.

Members voted in favour of the resolution to confirm the Minutes of the AGM held on 10 September 2022

3 Reports

3.1 President's Report

Members noted the report tabled by the President with particular thanks being given to the volunteers, General Manager and staff. The AGM sees the retirement of Kevin Goldsmith, who is stepping down from the Board after many years volunteering on multiple fronts, including being a driver and Board member/Treasurer. Members present were unanimous in wishing Kevin and his family all the very best for the future.

3.2 General Manager's Report

Members noted the report tabled by the General Manager, who acknowledged a year of exceptional performance guided by a strong strategic plan, adaptability and strength of governance in the face of rapid change and external influences. Thanks were given to the Board for strategic oversight and assistance in recruiting new directors, and to all the staff and volunteers for their hard work throughout the year. Particular thanks were given to Leanne Christie who has recently resigned after many years' service as Volunteer Manager. The Members unanimously thanked the General Manager for her dedication and many achievements and look forward to the year ahead.

3.3 Treasurer's Report

Glen Cornish, as Acting Treasurer, tabled the 2023 Financial Statements as prepared by the auditor, Mr Luke Salmon of Auditing & Accounting Solutions Pty Ltd who provided the LVFC with an unqualified audit report.

The Acting Treasurer noted that income had increased from \$491,000 to \$583,000 (a 19% increase) with expenditure rising by 18%, thereby containing costs. Net assets have increased from \$220,000 to \$255,000 (an increase of 16%) and net operating profit has risen by 28%, allowing increased retained funds of \$146,000 (an increase of 33%).

As a long-standing Board member, the Acting Treasurer added a personal note recalling that when he first joined the Board the organisation was recording losses year on year, which were unsustainable for the organisation. In contrast, the organisation is now on a sustainable path towards a financially secure future benefitting the organisation as a volunteer service provider and the staff employed by the organisation.

Members voted in favour of the resolution to accept the 2023 Financial Statements

4 Election of Office Bearers and General Board Members

The President vacated the Chair and the General Manager took the Chair, with all positions being declared vacant. In accordance with Clause 24.3 of the Rules of the Association, as the nominations received for the positions of Office Bearers equalled the positions available all persons nominated were deemed to be elected.

- 4.1 President: Carolyn Campbell-Wood
- 4.2 Vice-President: Fiona Vanderbeek
- 4.3 Treasurer/Secretary: Glen Cornish
- 4.4 General Member: Amanda McEvoy

Members voted in favour of the resolution to confirm the duly elected members of the Board

The newly appointed President resumed the Chair.

6 Appointment of Auditor

After a considerable period with the same auditor it had been decided to return to the market with proposals being sought from Luke Salmon, Camerons and Newton & Henry. After discussion of the proposals tabled it was agreed to appoint Camerons.

Members voted in favour of the resolution to appoint Camerons as auditor for LVFC for the 2023-2024 financial year.

7 Annual Member subscription for the 2023-24 Financial Year

It was agreed that in the current economic environment the annual subscription fee will remain unchanged at \$10.

8 General Business

An application for membership and appointment to the Board has been received from Ms Lindi-Jane Bell.

Members voted in favour of resolutions to (a) approve the membership application of Ms Lindi-Jane Bell and (b) appoint Ms Lindi-Jane Bell as a Director of LVFC

9 Closure

There being no other business the meeting was closed at 10.30am.

Signed as a true record:

President:

Dated: