



ANNUAL GENERAL MEETING 2022

Held on Wednesday 30th March 2022 commencing at 11:00am
At William Angliss Restaurant 550 Little Lonsdale Street, Melbourne

DRAFT MINUTES

PRESENT:

The attendance register is **appended to these minutes**

1. WELCOME & OPENING COMMENTS – *Chair Dr Helene Bender AM*

Helene Bender AM opened the meeting at 11:00am and delivered an Acknowledgement of Country

In welcoming those in attendance Helene made particular note of first-time attendees.

Helene also explained that with the members attending and the Proxies received there was a quorum. Lists of attendees, together with a summary of the Proxies received are **appended to these minutes.**

Helene asked members to take time to reflect for a minute's silence in memory of members and partners of members who have passed away since the 2021 AGM

2. APOLOGIES – *Secretary Fred Harrington OAM*

The list of apologies received is **appended to these minutes**

3 MINUTES OF THE Virtual 2021 ANNUAL GENERAL MEETING

Moved by Wayne Meyers OAM

Seconded by: Ian Knight OAM

Motion: that the Minutes of the 2021 Annual General Meeting held on 16th March 2021 be accepted as a true and accurate record of the meeting.

Carried

4. ANNUAL REPORT BY CHAIR Dr HELENE BENDER AM

The Annual Report presented by Dr Helene Bender AM is **appended to these minutes.** Noted all reports related to this AGM have been on the Association website since Friday Februarys 11, 2022,

Moved by: Dr Helene Bender AM

Seconded by: William Lye OAM QC

Motion: that the report of Victoria Branch Chair, be accepted.

Carried

5 TREASURERS REPORT AND ADOPTION OF ACCOUNTS FOR 2021.

Appendices

2022 AGM Attendance Record

Attendee First Name	Attendee Last Name
Alexander	Arbutnot AM
Hatice H	Basarin OAM
Helene	Bender AM
Sarnia	Birch OAM
Barb	Brook OAM
Maureen	Capp OAM
John	Capp OAM
Grant	Coultman-Smith OAM
Meg	Davoren-Honey OAM
Mary	Drost OAM
Vivienne	Edlund OAM
Peter	Grant OAM
Fred	Harrington OAM
Irene	Harrington OAM JP
June	Kane AM
Genny	Knight guest
Ian	Knight OAM
Santosh	Kumar OAM
Leonard	Levy OAM
William	Lye, OAM QC
Isobel	Morgan OAM
Wayne	Myers OAM
Peter	Norman OAM
Trevor	Clark OAM
Patricia	O'Hara OAM
Eugene	O'Rourke OAM
Donalea	Patman OAM
Michael	Pointer OAM
Evelyn	Read OAM
Pam	Robinson AM
Margaret	Ryan OAM
Barbara	Thomas OAM
Paul	Wheelton AM
Angela	Wheelton OAM
Voi	Williams OAM
Graeme	Woolacott OAM

2022 Proxies

Member	Proxy
Bruce McKellar AC	Chair
Paul Smart OAM	Helene Bender AM
Gregory Reinhart AM	Chair

Appendices

Val Sarah AM	Chair
N. J. Barton AM	Chair
Eddy Abraham OAM	Fred Harrington OAM
Doug Caulfield OAM	Chair
Lorraine Bartling OAM	Chair

List of Apologies 2022

Kathleen Whelan OAM
Peter Lee OAM
David Eltringham OAM
Vivian Harkness OAM
Gerrard Hoctor OAM
Val Sarah AM
Kathleen Gray OAM
Jason Ronald OAM
Carol Muir OAM
Marion Lau OAM JP
Vicki Key OAM
Terry Burgi OAM
Peter Habersberger AM
Dr Bernard Jenner OAM
Ted Baillieu AO
Paul Smart OAM
Brendon Smith OAM
David Morgan OAM
Doug Caulfield OAM
Lorraine Bartling OAM
Lynda Ford OAM
Jill Page OAM
Margaret Attley OAM
Val Simpson OAM



THE
ORDER OF AUSTRALIA
ASSOCIATION
VICTORIA BRANCH

OAA VIC Branch Chair's Report for January 1 to December 31, 2021

The lockdowns and social distancing in 2020 continued for most of 2021 causing ongoing uncertainty and the cancellation of most events.

The VIC Branch and some of our Regional Groups continued hosting virtual events and communicated via e-Newsletters during the year to ensure ongoing connection with members.

154 Order of Australia Honours & Awards recipients from Victoria were announced on Australia Day and 309 on the Queen's Birthday holiday in 2021. We thank the Governor of Victoria and her staff for the work they have undertaken during challenging times to recognise Order of Australia Honours & Awards recipients.

Thank you to new recipients who have joined the Association over the past two years and our annual and three-year members who have renewed their membership during this period.

OAA VIC Branch hosted Events during 2021:

February 24 was the virtual launch post COVID re-emergence of our Arts industries with invited representatives from Arts Centre Melbourne and the National Gallery of Victoria.

March 16 virtual Annual General Meeting

May 12 virtual Australia's Agricultural Opportunities and Challenges with speakers Alana Johnson AM and Dr Joanna Newton OAM

July 15 Winter Masterpieces at the National Gallery of Victoria, was our only face-to-face event for the year, Victoria went back in lockdown the evening of the 15th. The lecture was via You-Tube and available a week before the exhibition date. On the 15th members and their guests attended the exhibition at the NGV and lunch next door at The Barre part of the Arts Centre.

September 23 our virtual event focused on 'R U OK' and Mental Health with speakers The Hon Robert Knowles AO and Kim Koop AM.

November 24 was our final event for the year, a virtual annual lunch with speakers Jade Hameister OAM and Paul Hameister OAM talking about their challenging Polar expeditions. OAA Foundation Scholarship recipient in 2018 Hannah Gandy gave members and their guests an update on her studies and community work and her plans for 2022.

Thank you to Reg Smith OAM and Michelle Challis for their invaluable IT assistance with our virtual events this year.

Appendices

We also thank David Mann AM and Trevor Clark OAM (Deputy Chair) who kindly MC'd virtual events during the year.

In the later part of the year, we started drafting plans for the 2023 National Conference to be held in May in Victoria. At the time of writing this report proposals are being collated for three destinations, one Melbourne CBD and two regional locations. The hand-over to Victoria occurs at the May 19 to 22, 2022 National Conference being held in Canberra.

The OAA VIC Branch in conjunction with members and some VIC Regional Groups is sponsoring an Order of Australia Association Foundation scholarship to be presented to a second-year student at the 2023 National Conference in Victoria.

Thank you to our donors as at December 31, 2021:

Member Donors:	Regional Group Donors:
Anonymous (1)	Barwon Regional Group
Bender AM – Helene	Mallee Regional Group
Daly AM – Peter	Melbourne Central Regional Group
Haycroft OAM – Margaret	North Central Suburbs Regional Group
Hayes AM – Karen	North East Goulburn Valley Regional Group
Kane AM - June	South Central Suburbs Regional Group
Knight OAM– Ian	South Western Regional Group
Lange-Mohr OAM – Jill	Western Suburbs Regional Group
Lye OAM - William	
Paton AO - Elaine	
Pointer OAM– Michael	
O'Hara OAM – Patricia	
Thomas OAM – Barbara	
Wheelton AM - Paul	

On behalf of the VIC Branch, I thank all the committee members for their input during another challenging year.

I acknowledge the work of: -

Events Coordinator Peter Jones AM and his staff for their work during the first five months of the year. Committee member Barb Thomas OAM assisted as required with events for the remaining seven months after Peter stood down to concentrate on his events business.

Merchandise Chair Professor June Kane AM and her committee who introduced new products to the online Merchandise Shop during the year and our Branch Treasurer Alan Brook OAM assisted with stock inventory and control while Regional Groups Coordinator Barb Brook OAM organised the dispatch of orders Australia wide. Thank you also to our members who purchased merchandise.

Our Membership Secretary Fred Harrington OAM also continued as VIC Branch Secretary during 2021.

William Lye OAM QC the Victoria Branch Nominated Director on the National Board.

A huge thank you to Alan Brook OAM, our Treasurer who continued in the position while working full time and undertaking other not-for-profit commitments; this cannot continue in

Appendices

2022 as Alan's workload has further increased. When Alan nominated for the position, he was working part-time. We urgently need a VIC Branch Treasurer; Alan is prepared to assist with the hand-over.

We took time at the 2021 Annual General Meeting to pause and reflect on the members and partners of members who passed away since our 2020 Annual General Meeting.

In closing thank you from me personally and from the Order of Australia Association Victoria Branch committee for your support during 2021, please stay safe. We look forward to your ongoing support in 2022.

Dr Helene Bender AM
Chair OAA VIC Branch
Current as at January 29, 2022

Balance Sheet

The Order of Australia Association-Victoria Branch

As at 31 December 2021

Account	31 Dec 2021
Assets	
Bank	
OAA Barwon Statement	1,063.71
OAA Barwon Term Deposit	1,070.25
OAA Central Highlands Wimmera	4,216.89
OAA Eastern Suburbs RG	7,287.67
OAA Gippsland RG	1,311.93
OAA Gippsland RG Comm Events	1,993.13
OAA Loddon Campaspe RG Cheque	1,125.17
OAA Loddon Campaspe RG Savings	3,173.12
OAA Melbourne Central RG	7,471.16
OAA Mornington Peninsula RG	9,772.60
OAA North Central Suburbs RG	1,337.72
OAA Nth East & Goulburn Valley	11,377.47
OAA South Central Suburbs RG Statement	3,016.76
OAA South Central Suburbs Term Deposit	2,053.54
OAA South West RG	804.03
OAA Vic Branch Term Deposit	81,120.86
OAA Victoria Bch Merchandise	15,587.52
OAA Victoria Branch General Ac	9,009.90
OAA Western Suburbs RG	3,991.48
Total Bank	166,784.91
Current Assets	
Debtor National GST	1,032.33
Merchandise Stock	11,459.96
Merchandise Stock Asset - adjustment	52.27
Total Current Assets	12,544.56
Total Assets	179,329.47
Liabilities	
Non-current Liabilities	
Mallee Regional Group Funds	1,031.75
Oration 2021 (2022)	4,202.00
Oration 2022	4,197.00
Scholarship Reserve	25,000.00
Total Non-current Liabilities	34,430.75
Total Liabilities	34,430.75
Net Assets	144,898.72
Equity	
Current Year Earnings	4,604.12
Retained Earnings	140,294.60
Total Equity	144,898.72

Profit and Loss

The Order of Australia Association-Victoria Branch

For the year ended 31 December 2021

Account		2021	
Trading Income			
Merchandise Online Sales		8,876.34	
Merchandise Other Branch Sales		2,814.50	
Merchandise Postage & Handling fee		3,974.57	
Merchandise Regional Group Sales		836.90	
Merchandise Sales		11,205.03	
Merchandise Sales - Vic Bch Events		919.79	
Total Trading Income		28,627.13	
Cost of Sales			
2020 merchandise adjustment	(5,567.54)		Refer Treasurers report
Merchandise Cost		16,557.72	
Merchandise Cost Bank Charges		947.29	
Merchandise Cost National Share		3,864.02	
Merchandise Cost Postage		3,394.08	
Total Cost of Sales		19,195.57	
Gross Profit		9,431.56	
Other Income			
Branch Support Grant Income		10,394.00	
Donations Received		5.00	
Function Income NGV		9,489.41	
Interest Income		264.86	
Merchandise Income		79.55	
Other Revenue		50.00	
Other Sundry income		2,717.14	
Regional Group Income		39,508.84	
Total Other Income		62,508.80	
Operating Expenses			
BAG Allocation - Mallee RG		121.00	
Branch Committee meeting expenses		59.09	
Branch Support Grant Regionals		6,073.00	
Communications AGM		124.55	
Communications New Recipients		564.36	
Donations / Scholarships		8,030.00	
Function Cost New Recipients		651.84	
Function Cost NGV		8,827.28	
Funds allocation Oration 2022		4,197.00	
Merchandise Purchases - Vic Bch Events		575.50	
Office Expenses		362.84	
Postage / Courier		353.68	
Regional Group Expenses		37,396.10	
Total Operating Expenses		67,336.24	
Net Profit		4,604.12	