



ANNUAL GENERAL MEETING 2024

Held on Tuesday 19 March 2024 commencing at 1.00pm
in the Supper Room Level 3 Melbourne Town Hall 90-130 Swanston 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 1.00pm and delivered an *Acknowledgement of Country*

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

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 our last AGM.

2. APOLOGIES –

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

3 MINUTES OF THE 2023 ANNUAL GENERAL MEETING

Moved by: Wayne Meyers OAM

Seconded by: Pam Robinson AM

Motion: that the Minutes of the 2023 Annual General Meeting held on Tuesday 28 March 2023 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 has been on the Association website since Friday 2 February 2024.

Moved by: Dr Helene Bender AM

Seconded by: Trevor Clark OAM

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

Carried

5 TREASURERS REPORT AND ADOPTION OF ACCOUNTS FOR 2023.

In presenting the 2023 financial reports, Chair Helene Bender AM advised that the Branch accounts are on the website noting they remain provisional until the national reconciliation

and audit are completed. This is the normal process, and the Board meeting is scheduled for early next month.

It is noted VIC Branch has two Regional Groups yet to provide their 31 December 31 2023 Profit and Loss Statement.

Helene asked for questions from the floor.

Wayne Meyers OAM-query re difference in equity-this due to 2023 National Conference finances not being finalised.

Query re value of Vic Branch to look after merchandise on behalf of national, noted without a Branch Treasurer VIC Branch uses the fee for service of the OAA national bookkeeper. National agreed to pay the Branch 50% of the fees for 2023; if we had a Treasurer merchandise would be viable.

Moved by: Dr Helene Bender AM Seconded by: Trevor Clark OAM
Motion: that the 2023 Financial reports be accepted

Carried

6 ELECTIONS OF OFFICE-BEARERS & COMMITTEE MEMBERS FOR 2024-2025/26/27

December 2023 the VIC Branch appointed a Returning Office Dr Teresa De Fazio OAM for this election process.

Sadly, Teresa is unable to be with us today, she is at her father's funeral.

Nominations for committee positions were called in a notice sent to all members via email and via Australia Post if no email address was noted on the national database on Friday 2 February 2024.

Chair Helene read the report received from Teresa after the close of nominations on Tuesday 27 February 2024 regarding the VIC Branch committee.

At the close of Nominations, the following nominations were received, and their eligibility duly checked by the Returning Officer with the National Membership Officer Heather Willis in the National Office.

- Chair Helene Bender AM 2 years
- Deputy Chair Trevor Clark OAM 3 years
- Secretary Hatice Basarin OAM 1 year
- Membership Secretary Fred Harrington OAM 2 years
- Minute Secretary Barb Thomas OAM 1 year
- Regional Groups Co-Ordinator Barb Brook OAM 3 years
- Committee members Gary Lee OAM 2 years and Beverley Pinder OAM 2 years

The above named are elected to the VIC Branch for the number of years noted. Congratulations.

Chair Helene noted that:

- Teresa De Fazio OAM was not up for election this year, she will continue on the committee and was appointed Editor Vic pages The Order national magazine last December for 2024.
- Both Gary and Beverley are prepared to assist with Events, however being relatively new recipients, they want to learn more about the Association and VIC Branch first before taking on the position of Events Co-Ordinator.
- The VIC Branch committee decided late last year when reviewing the Position titles and Position descriptions to replace Committee Chairman with the title of Co-ordinator.

Election of Branch Nominated Director

The Nomination Form for Victoria Branch Nominated Director was also included in the VIC Branch AGM pack.

At the close of nominations for this National Board position two nominations were received.

In alphabetical order they are: -

Grahame Leonard AM and William Lye OAM KC

Ballot papers were distributed on Monday 4 March 2024 to members with an email noted and mailed from the National Office to members the same day that did not have an email address noted on the national database.

A MS365 email address was set up for the Returning Officer and an external to Victoria member Phil Morrall AM a previous National Secretary and National Editor. Phil is a current member of the ACT Branch. Teresa as the Returning Officer entered all the ballot votes received and Phil, having access to the email address did the audit check as independent scrutineer.

Chair Helene advised that she had made the decision late February 2024 being VIC Branch Chair not to have access or involvement in the Ballot process during voting dates other than being allowed one vote.

After the close of voting being 5.00pm on Sunday 17 March 2024 both the Returning Officer and Phil Morrall AM emailed Helene the number of votes per member nominated and also noting the number of informal votes received.

The Returning Officer confirmed the Victoria Branch Nominated Director for a three-year term 2024-2027 Ballot result:

Grahame Leonard AM	52 votes.
William Lye OAM KC	50 votes
Invalid	1 vote

As noted on the Ballot information sent to financial members on Monday 4 March 2024 the results of the Ballot were presented to this AGM on Tuesday 19 March 2024 for endorsement.

Carried

The Association Constitution 43.5 b) states the Branch Nominated Director term begins 21 days before the National AGM, the 2024 AGM is Saturday 18 May 2024.

On behalf of the VIC Branch, Chair Helene will advise the Association National Chairman and National Secretary of the endorsement of Grahame Leonard AM.

Pam Robinson AM noted on behalf of the members appreciation for the contribution William Lye OAM KC has made to the VIC Branch.

7 OTHER BUSINESS FOR WHICH NOTICE HAS BEEN RECEIVED

There were no notices received in relation to any other business.

8. OTHER BUSINESS AT THE DISCRETION OF THE CHAIR

The Chair asked if any members had any other business, none was forthcoming.

9. CLOSE OF ANNUAL GENERAL MEETING – Chair Helene Bender AM

In closing the meeting Helene thanked all the VIC Branch Office Bearers and committee for their work during 2023. Also, thank you to all our members.

Upcoming Branch and Regional Group events are on the VIC Branch Events page of the website this includes the national conference May 16-19 in Perth.

Chair, Helene Bender AM closed the Annual General Meeting at 1.20pm.

OAA VIC Branch AGM **Attendance** list members & guests and Proxies
 Tuesday 19 March 2024 @ 1.00pm Melbourne Town Hall

Francis	Acquah	AM	
Alex	Arbuthnot	AM	
Hatice	Basarin	OAM	
Helene	Bender	AM	
Sarnia	Birch	OAM	
Leighton	Boyd	AM	
Rosemary	Boyd	OAM	
Barbara	Brook	OAM	
Trevor	Clark	OAM	
Ivana	Csar	OAM	
Meg	Davoren Honey	OAM	
Christina	Despoteris	OAM	No show
Garry	Fabian	OAM	
Gwenda	Foard	OAM	
Elaine	Forde	OAM	
George	Halvagis	OAM	
John	Hasker	AM	
Dot	Haynes	OAM	
June	Kane	AM	No show
Genny	Knight	Guest not a voting member	
Ian	Knight	OAM	
Leonard	Levy	OAM	No show
Anne	Lierse	AM	
William	Lye	OAM	KC
Barbara-	McPhee	Guest not a voting member	
Peter	McPhee	AM	
Wayne	Myers	OAM	

Ross	Newton	OAM	
Eugene	O'Rourke	OAM	No show
Milly	Parker	OAM	
Pam	Robinson	AM	
Coral	Ross	AM	
Loretta	Simmons	OAM	
Michael	Suss	No show, guest of member	
Miriam	Suss	OAM	No show
Barbara	Thomas	OAM	
Karin	Tiedemann	OAM	
Lisa	Wilson	AO	
Graeme	Woolacott	OAM	
Jill	Woolacott	Guest not a voting member	

Proxy Forms (5):

Alan Brook OAM – Proxy to Barb Brook OAM

Teresa De Fazio OAM - Proxy to Helene Bender AM

Bernard Jenner OAM - Proxy to Chair

Angela Wheelton OAM - Proxy to Helene Bender AM

Paul Wheelton AM - Proxy to Helene Bender AM

Apologies

Ray	Beebe	OAM	
Ruth	Bunyan	AM	
Penelope	Davies	AM	
Liz	Dax	AM	
Teresa	De Fazio	OAM	
Julie	De Hennin	OAM	
Kate	Duncan	AM	
David	Eltringham	OAM	
Alex	Forrest	OAM	
David	Gibbs	AM	

Peter	Gill	OAM
Fred	Harrington	OAM
Irene	Harrington	OAM
Bernard	Jenner	OAM
Vicki	Key	OAM
Graeme	Leonard	AM
Jim	Liaskos	AM
Terry	McKay	OAM
Harshal	Nandurakar	AM
Gael	Perry	OAM
Beverley	Pinder	OAM
Jason	Ronald	OAM
Cathy	Roth	OAM
Loretta	Simmons	OAM
Alan	Soward	OAM
Sandra	Staffieri	AO
Christine	Unsworth	AM
Ray	Waters	OAM
Angela	Wheelton	OAM
Paula	Wheelton	AM