

# Annual General Meeting Minutes 2023

Wednesday 19 October 2022 - 3pm

Bankwest Place, 300 Murray Street, Perth 6000

Item	Action
<b>1</b>	<b>Welcome to members and guests</b> David Morrison, Chair of Volunteering WA welcomed members and guests to the meeting.
<b>2</b>	<b>Acknowledgement of Country</b> David Morrison welcomed Sharon Wood-Kenney to the meeting who performed the Acknowledgement of Country.
<b>3</b>	<b>Special Guest</b> David Morrison welcomed VWA member Samuel Thomas, WA Young Volunteer of the Year 2023.  At just 17 years old, Sam's passion for computers and a heart for community led him to want to begin a Not-For-Profit organisation. Eager to find a solution for repairable tech, the environmental impact of E-waste, and to create accessible technology for all Sam's Spares was born. From a very young age, Sam was surrounded by computers and technology; with his extended family being in the industry, a natural love for all things tech emerged.  Sam aimed to create an organisation that could be the step between the user and the recycler, allowing technology that could be repaired or reused another lease on life. Sam's core values keep his focus on companies moving to sustainable technology practices and allowing a right to repair.  Sam's passion is repairing technology; Sam hopes over time, many other roles he is doing will be able to be passed on, and he can focus on training and repairs. Sam divides his time between Sam's Spares and his own private Support Work business, offering one on one motoring/tutoring to other Autistic youth, upskilling and training them to follow their passion.  David thanked Sam for sharing his story and the inspiring way that he makes a difference to the community.

#### 4 Apologies

David noted that 35 apologies had been received including His Excellency the Honourable Christopher John Dawson APM and his wife, Mrs Darrilyn Dawson and the Hon. Don Punch MLA, Minister for Volunteering.

The full list of apologies has been tabled as an appendix to the minutes.

#### 5 Minutes

##### 5.1 Minutes of Annual General Meeting 19 October 2022

*Motion: that the minutes of the Annual General Meeting held on Wednesday 19 October 2022 be accepted as a true and accurate record.*

*Moved: David Morrison*

*Seconded: Craig Spencer*

**Motion passed with 26 votes - accepted**

#### 6 Business Arising

There was no business arising from the minutes.

#### 7 Report from the Chair – David Morrison

Chair David Morrison presented his report highlighting:

- 2022-2023 was an extremely productive and successful year;
- The past year has underscored an unwavering commitment to learning from and building the capacity of our 791 valued member organisations across Western Australia;
- Delivered programs across many sectors and regions, in extensive collaboration with community, government and corporate stakeholders, to reach new volunteers and maximise the quality and impact of existing volunteer programs;
- The new National Strategy on Volunteering focused on improving the volunteer experience and creating the conditions for volunteering to thrive;
- VWA continued to invest in volunteer management training, expanded our leading corporate volunteering program, and were proud to launch our new IT product Involve, which has already begun to revolutionise volunteer coordination;
- VWA responded to the call for more young volunteers by demonstrating the curriculum links achieved by student volunteers, as well as the work readiness benefits that come with volunteering;
- David thanked VWA's hardworking staff and dedicated Board, as well as supportive partners and committed members, all who share VWA's vision of 'a society in which everyone is inspired to make a difference'.

*Motion: that the Report from the Chair be accepted for approval*

*Moved: David Morrison*

*Seconded: Vivian Molan*

**Motion passed with 29 votes - accepted**

## 8 Report from the CEO – Tina Williams

- Tina thanked Sam for sharing his volunteering story and congratulated him on being a finalist for the Humanitarian of the Year Awards;
- Tina acknowledged the warm and poignant Acknowledgement of Country by Sharon Wood-Kenney;

Tina presented the CEO Report with the following highlights:

- This year has been one of collaboration, growth, and community impact, reflecting VWA's strong commitment to embracing change and strengthening volunteering;
- VWA continued to be a passionate advocate for volunteer-friendly policies and practice, engaging with policy makers on a range of issues;
- Proud to extend our reach and partner with other organisations through the Volunteer Management Activity program in delivering innovative solutions to encourage volunteering in underrepresented cohorts so they can access the benefits and meaningful experiences afforded by volunteering;
- Provided extensive one-on-one support to hundreds of volunteer managers, placed over 3000 corporate volunteers into the community, launched Involve to address volunteer management IT challenges;
- Farewelled the Hon Stephen Dawson MLC due to a portfolio change, and welcomed the new Minister for Volunteering, the Hon Don Punch MLA - thanking them both for their contributions through the Volunteering Community Reference Group;
- Tina expressed sincere thanks to the Volunteering WA team, committed Board members and loyal volunteers for their tireless, industrious enthusiasm.

*Motion: that the Report from the Chief Executive Officer be accepted for approval*

*Moved: David Morrison*

*Seconded: Katie Brown (Awards WA)*

**Motion passed with 28 votes - accepted**

## 9 Report from the Treasurer – Libby Hewton

Libby Hewton presented the financial report for the year ended 30 June 2023. Key highlights were as follows:

- Volunteering WA has sustained a strong financial position through careful management of resources to ensure ongoing financial viability;
- Diverse income streams from a range of corporate partners, not-for-profit clients, member volunteer involving organisations, and government departments have been maintained and grown over the year through a rich variety of programs and services offered;

- Total revenue has reduced slightly this year as some projects for the development of IT systems and other one-off initiatives were finalised;
- The Corporate Volunteering program has continued to expand with existing and additional corporate partners, supporting nearly 80 not-for-profit organisations based in Perth and the regions across a variety of sectors;
- Expenditure has increased with direct program costs and outgoing grants to WA volunteer involving organisations representing 35% of total costs;
- A conservative decision has been taken to fully expense the previously capitalised value of IT development costs in this financial year;
- This represents a one-off, extraordinary expense of \$478,500 recognised in the profit and loss;
- Volunteering WA has chosen to fully expense the IT development costs as opposed to amortising the cost over the useful life of the asset which has resulted in a reported deficit of \$331,601, making note that this is not a reflection of the healthy operating position and financial strength of the organisation;
- Libby thanked fellow Finance and Audit Committee members for their assistance during the year as well as to the auditors, Hall Chadwick;
- Libby put two motions before the meeting:

*Motion: that the Financial Statements for the year ended 30 June 2022, together with the audit report thereon, be adopted.*

*Moved: Libby Hewton*

*Seconded: Pat Scally*

**Motion passed with 25 votes - accepted**

*Motion: that Chris Nicoloff of Hall Chadwick be appointed as external auditor of the Volunteer Centre of Western Australia (Inc) for the year ending 30 June 2023.*

*Moved: Libby Hewton*

*Seconded: Vivian Molan*

**Motion passed with 26 votes - accepted**

- Libby thanked Tina and Finance Manager, Andrea Cole, as well as the Board members and staff of Volunteering WA.

## **10 Election of the Board of Directors**

There were no Board vacancies or renominations.

David took the opportunity to thank current Board Directors for bringing their insight, experience and resources to the table and for always engaging in constructive and open exchanges.

## **11 Appointments**

### **11.1 Patron**

Volunteering WA Patron, His Excellency the Governor of Western Australia, Christopher John Dawson APM, 34<sup>th</sup> Governor of Western Australia and his wife Mrs Darrilyn Dawson will continue as joint Patrons for the duration of his term in office.

*Motion: that Volunteering WA Patrons, His Excellency the Governor of Western Australia, Christopher John Dawson APM, and his wife, Mrs Darrilyn Dawson will continue as joint Patrons for the duration of his term in office.*

**Motion passed with 28 votes - accepted**

### **11.2 Honorary Solicitor**

David thanked Honorary Solicitor, Greg Paull for his continued support and advice, and the amount of time he so kindly spends working with VWA.

*Motion: that Greg Paull continue in the role of Honorary Solicitor for the next year.*

**Motion passed with 28 votes - accepted**

### **11.3 Auditor**

This appointment was approved under item 9 – Treasurer’s Report

---

#### **12 General Business**

There were no items of general business.

---

#### **13 Close of Meeting**

Meeting closed at 15:50

---

# Appendix 1- List of apologies

Organisation	Name
Acts 2 College of Mission & Evangelisation	Jane Borg
Belmont Business Enterprise Centre Inc	Carol Hanlon
Cancer Council Western Australia	Sara Judd
Child Cancer Research Foundation	Andrea Alexander
City of Cockburn	Kristine Thomson
Department Premier and Cabinet	Hon. Don Punch MLA
Dress for Success Perth	Suzanne Wetherall
Dress for Success Perth	Kelli Evans
EdConnect Australia (formerly The School Volunteer Program)	Michael Pailthorpe
Fair Game Australia Ltd	Nicki Bardwell
Government House	His Excellency the Governor of Western Australia, Christopher John Dawson APM and Mrs Darrilyn Dawson
Greening Australia Ltd	Linda Rooney
Honourable Solicitor	Greg Paull
I Dare Dream	Virginia Huupponen
Murdoch University	Peter Devereux
Murdoch University	Judy MacCallum
Nuhra Community Inc.	Sonya Fletcher-Ham
St John WA	Allison Rayner
State Library of Western Australia	Mary Doyle
Stephanie's Big Cat Conservation Quest Inc	Angelina Haynes
Swan Volunteer Resource Centre	Elizabeth Acason
The Chung Wah Association Inc	Theresa Kwok
Therapy Focus	Alison Kelly
The Salvation Army (WA)	Pam Enntinis
Vision Australia Radio Perth	Brigid Barry
Volunteering WA – Life Member	Jennifer Loveridge
Volunteering WA – Life Member	Keith Edwards
Volunteering WA – Board Director	Linda Gimondo
Volunteering WA – Board Director	Justine Colyer