



Incorporated as Volunteer Centre of Western Australia (Inc.)

**Minutes of Annual General Meeting
Wednesday 16 October 2019
Deloitte Auditorium, Perth**

Item	Action
1 Open	Meeting opened at 3.30pm. Chair of the Board of Directors, Craig Spencer, welcomed members and special guests.
2 Attendance	Listed in Appendix 1
3 Apologies	Listed in Appendix 2 and tabled It was noted the Minister Mick Murray MLA was an apology due to parliamentary commitments.
4 Confirmation of Minutes	Minutes of Annual General Meeting 17 October 2018 Motion 1: <i>that the minutes be accepted</i> <i>Moved: Craig Spencer Seconded: Megan Paull Accepted</i>
5 Business Arising	No business arising
6 Report from Chair	Chair Craig Spencer presented report highlighting: <ul style="list-style-type: none"> • VWA's successful and productive last 12 months, including an office move. VWA is focussed on collaborating with our 700+ member organisations from a wide variety of sectors, with thanks for their continued support. • With many of our members in the community sector facing challenges in securing funding, resources and volunteers, we continue our efforts to champion volunteering in line with our strategic priorities. • Importance of the Volunteer Community Reference Group which provides a direct voice into Minister Murray's office and is a vital platform for driving the sector's policy direction. • Announcement that Craig Spencer has reached his maximum two terms on the VWA board and will be departing. • Farewell presentations and thanks to Board Member & Treasurer Byron Mavrick, who has served on the Board for four years. Motion 2: <i>That the Chair's Report be accepted</i> <i>Moved: Craig Spencer Seconded: Byron Mavrick Accepted</i>
7 Report from CEO	Report was presented by CEO Tina Williams: <ul style="list-style-type: none"> • Reiterated VWA's four strategic priorities: 1) Being a sustainable organisation 2) Connecting people 3) Valued partnerships and 4) Strengthening the sector • Move to West Leederville after 20 years at City West Lotteries House to allow for growth • VWA continues to recognize workforce as our greatest assets and prioritizing people is key to VWA success, as shown by low staff turnover rate. • Membership has grown to 711 organisations, with our annual member survey helping us respond directly to sector needs • VWA volunteer recruitment and management platforms are the most widely used in Australia. They have been built by the sector for the sector. Technology creates endless possibilities in the way we engage, manage and recruit volunteers. We are at the forefront of this work and constantly looking at new, innovative ways to make the connections between volunteers and organisations seamless and easy. • Corporate volunteering continues to grow and is making a huge contribution to the

	<p>volunteer sector with skilled and team based volunteering projects.</p> <ul style="list-style-type: none"> • Successful collaborations and partnerships continue to support VWA’s annual events including National Volunteer Week, International Volunteer Day, Homeless Connect Perth, International Volunteer Management Day and the WA Volunteer of the Year Awards. <p>Motion 3: <i>that the CEO’s Report be accepted</i> <i>Moved: Craig Spencer Seconded: Tony Friday Accepted</i></p>
<p>8 Report from Treasurer</p>	<p>The Treasurer’s Report and the Audited Financial Statements for the year ended 30 June 2019 were presented by Treasurer Byron Mavrack. Main points:</p> <ul style="list-style-type: none"> • VWA’s operations for the year resulted in a healthy surplus of \$98,265, surpassing last year’s surplus of \$14,894. • Revenue increased by 15% overall with notable growth in IT and other services by 44% and corporate volunteering programs by 16%. What makes this increase more impressive is the reduction in reliance on government funding sources from 50% of total revenue for the previous year to 42% in 2018/19. • The Balance Sheet shows Volunteering WA to be in a strong, financially viable position with healthy cash reserves and manageable liabilities. • Treasurer extended thanks to VWA’s Senior Finance/HR Manager Andrea Cole and to members of the Finance and Audit Committee for their excellent assistance throughout his tenure on the Board. <p>Motion 4: <i>that the financial statements for the year ended 30 June 2018, together with the audit report, be adopted</i> <i>Moved: Byron Mavrack Seconded: Tony Friday Accepted</i></p> <p>Motion 5: <i>That Chris Nicoloff of Bentleys be appointed as external auditor of the Volunteer Centre of Western Australia (Inc) for the year ending 30 June 2020.</i> <i>Moved: Byron Mavrack Seconded: Megan Paull Accepted</i></p>
<p>9 Election of Board of Directors</p>	<p>Two nominations for two elected Board vacancies were received. As there was no contest for election the following were declared elected as board members for a three year term:</p> <ul style="list-style-type: none"> • Jason Clifton, Senior Vice President Financial Services, Woodside Energy • Linda Reddi, Manager Corporate Affairs, Pilbara Minerals <p>Additionally, Tony Friday and Megan Paull, members of the board for three years, renominated for a second and final term. Belinda Salvoni, co-opted member of the board for two years, renominated as an elected Board Member for a term of three years. As there were no further nominations the election to the Board of Tony Friday, Megan Paull, and Belinda Salvoni was confirmed.</p> <p>The Board exercised its right to co-opt two board members to a one year term for an area of particular expertise. The following co-opted board members were put forward:</p> <ul style="list-style-type: none"> • Karess Dias, Law Graduate, State Solicitor’s Office • Pat Scally, IT and Business Executive <p>Motion 6: <i>That Karess Dias and Pat Scally are appointed as co-opted board members for a one year term.</i> <i>Moved (must be VWA Board Member): Craig Spencer</i> <i>Seconded (must be VWA Board Member): Tony Friday</i> <i>Motion is accepted and Karess Dias and Pat Scally confirmed as board members.</i></p>
<p>10 Appointments</p>	<p>11.1 Patron Volunteering WA Patron, the Governor of Western Australia, the Hon Kim Beazley AC, has agreed to continue as Patron for the duration of his term in office. The appointment was confirmed on a show of hands.</p>

	<p>11.2 Hon Solicitor Greg Paull confirmed that he is prepared to continue in the role as Honorary Solicitor for the next year and his appointment was approved on a show of hands.</p> <p>11.3 Auditor This was dealt with under Item 8.</p> <p>11.4 Life Membership The board of Volunteering WA, by unanimous decision, voted Jennie Loveridge to become a Lifetime Member of Volunteering WA. The decision was made following a board paper detailing Jennie’s bio and long list of contributions she has personally made to the volunteering sector over the years. Jennie is delighted and honoured to accept Life Membership with VWA.</p>
<p>11 Amendments to the Constitution</p>	<p>VWA has changed proposed to change Finance item 24.4 to read: “All payments must be signed by any two (2) authorised signatories which are appointed by the Board.”</p> <p>Finance item 24.4 previously read: “Financial transactions shall be conducted by two (2) Office Bearers or one (1) Office Bearer and the Chief Executive Officer”</p> <p>The change allows the board to delegate signatories if necessary.</p> <p>A copy of the constitution recommended for adoption was circulated to all members with the notice of meeting on the 18th September 2019.</p> <p><i>Motion 7: that the Constitution of the Volunteer Centre of WA Inc as amended October 2019 be adopted.</i></p> <p><i>Moved: Craig Spencer Seconded: Belinda Salvoni</i> <i>Motion carried on a vote of 51 members from the floor and 11 proxy votes.</i></p>
<p>12 Special Guest</p>	<p>The Chair interviewed Marcus Wong, recipient of the 2019 YMCA WA Youth Volunteer Award, regarding his experiences as a volunteer.</p>
<p>13 General Business</p>	<p>No items of general business were raised.</p>
<p>14 Close</p>	<p>Chair thanked the Board, staff and volunteers for their assistance with the presentation of the Annual General Meeting and invited guests to stay for further networking and hospitality.</p> <p>Meeting closed at 4.15 pm</p>

APPENDIX 1

VOLUNTEERING WA AGM WEDNESDAY 16 OCTOBER 2019

ATTENDANCE LIST

Organisation	Name
Advanced Braking Pty Ltd	Jenny Smith
Advanced Braking Pty Ltd	Paige Exley
Australian Finance Group	Matt Faries
Australian Finance Group	Premila Jina
Bankwest	Marilyn Martinick
Bankwest	Wendy Gauci
Belmont Business Enterprise Centre Inc	Irving Lane
Bentleys	Chris Nicoloff
Bentleys	Corinna Conte
Beyond Bank	Georgie Nicholas
Beyond Bank	Katie Voss
Beyond Bank	Michelle Coelho
BHP	Belinda Fox
BHP	Danielle Van Kampen
CBRE	Emma Walsh
CEWA	John Bouffler
City of Fremantle	Danielle Castillo
City of Joondalup	Pauline Sookloll
City of Joondalup	Rob Dickason
Deloitte	Nienke Van der Togt
Deloitte	Daniel Skirving
Department of Communities	Kate Riddell
Department of Communities	Mat Jovanou
Department of Communities	Susan Sharples
Department of Water and Environmental Regulation	Cinnamon Suchodolski
ECU School of Business and Law	Janice Redmond
ECU Volunteering HUB	Liz Beresford
EdConnect Australia	Gerri Clay
Ferngrove	Jane Willis
Foodbank WA	David Warren
HBF Health Ltd.	Andrew Walton
HBF Health Ltd.	Kristi Annear
Joondalup Volunteer Resource Centre/VWA	Sahara Scadden
Keith Edwards	Keith Edwards
Leeuwin Ocean Adventure Foundation Limited	Carol Shannon
Leeuwin Ocean Adventure Foundation Limited	Peter Graham
Notre Dame Volunteer Network	Donna Tempra
Peel Volunteer Resource Centre (Membership)	Vicki Pollard
Plan Partners	Andrea Moss
RAC WA Holdings	Charlie Jones
RAC WA Holdings	Kristy Thomas
Reconciliation WA	Rosalie Ritchie
Rise Network	Lisa Begley

SecondBite	Naomi Bagas
Shadow Minister for Volunteering	Kyran Martin O'Donnell MLA
Solace Grief Support Group WA Inc	Lynette Gillam
Swan Volunteer Resource Centre (membership)	Elizabeth Acason
The Salvation Army (WA)	Bret Mulder
The Smith Family	Huia McGlinchey
TWA Youth Volunteer of the Year, sponsored by YMCA WA	Marcus Wong
Transmin	Grant Morisey
United in Diversity	Neelam Wadhvani
UWA Guild Volunteering	Ayesha Fredericksen
UWA Guild Volunteering /VWA	Antonia Taylor
VCRG	Esme Bowen
VCRG	Matt Kavanagh
VCRG	Patrick Dunlop
Volunteer Fire Brigade	Max Heath
Volunteering Australia	Helen Quiggin
Volunteering WA	Andrea Cole
Volunteering WA	Jane Mason
Volunteering WA	Jen Wyness
Volunteering WA	Lorena Castelo
Volunteering WA	Melanie Baker
Volunteering WA	Monika Page
Volunteering WA	Patrice Duffy
Volunteering WA	Rhiana Robbins
Volunteering WA	Sarah Holland
Volunteering WA	Tina Williams
Volunteering WA	Annie Withrow
VWA Award Recipient	Trevor Fisher
VWA Board Member	Belinda Salvoni
VWA Board Member	Byron Mavrick
VWA Board Member	Craig Spencer
VWA Board Member	David Morrison
VWA Board Member	Dr Megan Paull
VWA Board Member	Fadzi Whande
VWA Board Member	Justine Colyer
VWA Board Member	Tony Friday
VWA Board Nominee	Karess Dias
VWA Board Nominee	Linda Reddi
VWA Board Nominee	Pat Scally
WA Ostomy Association Inc	Lorrie Gray
WACA	Roydon McNamara-Smith
WACA - Award Finalist	Jarrad Smith
WACOSS	Jennie Gray
YMCA WA	Sam Desport

VOLUNTEERING WA AGM WEDNESDAY 16 OCTOBER 2019 APOLOGIES

Organisation

Alcoa
 Armadale VRC
 Bibbulmun Track Foundation
 Carcione
 Chorus
 City of Cockburn VRC
 City of Joondalup
 City of Perth
 Clubs WA
 ConnectGroups
 Curtin Volunteers!
 Department of Biodiversity, Conservation and Attractions
 Department of Communities
 Department of Communities
 Department of Communities
 Eduka
 Harold Hawthorne Community Centre
 Honorary Solicitor
 Jennie Loveridge
 Kwinana Volunteer Resource Centre (membership)
 Linkwest
 Local Drug Action Groups Inc
 Lotterywest
 Lotterywest
 Manjimup Community Resource Centre (membership)
 Melville Volunteer Resource Centre (membership)
 Member for Cowan, Western Australia
 National Trust of Western Australia
 Playgroup WA
 Sallie Davies
 ScoutsWA (Scout Association of Australia)
 Solace Grief Support Group WA Inc.
 St Vincent de Paul Society - WA Official
 The Financial Counsellors' Association of WA (FCAWA)
 VCRG
 VCRG
 Volunteering WA
 Volunteering WA
 Volunteering WA
 Volunteering WA

Name

Suellen Jerrard
 Annette Bowden
 Helen Grimm
 Ray Pardo
 Dan Minchin
 Alex Green
 Mayor Hon Albert Jacob JP
 Bek Slavin
 Karen Giles
 Antonella Segre
 Marc Phillips
 Lee Hollingsworth
 Michelle Andrews
 Penny Kennedy
 Helen Nys
 Ashul Shah
 Sarah Harris
 Greg Paull
 Jenny Loveridge
 Tanya Sander
 Jane Chilcott
 Jennifer O'Mullane
 Elaine Walsh
 Susan Hunt
 Jane Pratt
 Renae Gillespie
 Dr Anne Aly MP
 Bronwen Channon
 David Zarb
 Sallie Davies
 Sherry Donaldson
 Sandra Button
 May Bowden
 Bev Jowle
 Rambo Ramdianee
 David Hansell
 Angelina Fernandez
 Cecily Clay
 Felicity Smith
 Keith Almond

Volunteering WA
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Volunteering WA
Volunteering WA
Volunteering WA
Volunteering WA
WA Fairhaven Rebuilding Centre Inc
WACOSS
Women's Council

Laura Koh
Lucia Britto
Naz Ellat
Jane Goldsmith
Robert Solomon
Traci Gamblin
Dina-Marie Mitchell
Louise Giolitto
Angela Hartwig
Minister Murray
Suzanne Waldron