

Annual General Meeting Minutes 2024

Wednesday 16 October 2024 - 3pm

Bankwest Place, 300 Murray Street, Perth 6000

Item	Action
1	Welcome to members and guests David Morrison, Chair of Volunteering WA welcomed members and guests to the meeting.
2	Acknowledging Country Together David Morrison welcomed Sharon Wood-Kenney to the meeting to join in Acknowledging Country Together.
3	Apologies David noted that several apologies had been received including Patrons His Excellency the Honourable Christopher John Dawson APM and 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.
4	Minutes 5.1 Minutes of Annual General Meeting 18 October 2023 <i>Motion: that the minutes of the Annual General Meeting held on Wednesday 18 October 2023 be accepted as a true and accurate record.</i> <i>Moved: David Morrison</i> <i>Seconded: Pat Scally</i> Accepted
5	Business Arising There was no business arising from the minutes.
6	Special Guest David Morrison welcomed VWA member Alanagh Godderidge, CEO of Motion by the Ocean Inc and 2024 Excellence in Volunteer Management Award Recipient. Alanagh was awarded the Excellence in Volunteer Management Award 2024 for her exceptional leadership in coordinating volunteers across diverse sectors. Her dedication to programs like Cycling Without Age Sorrento and Moving Food has fostered a motivated volunteer community and successfully delivered essential services.

7 Report from the Chair – David Morrison

Chair David Morrison presented his report highlighting:

- Volunteering WA has had a highly productive 2023-24 year, reaching a milestone of representing over 800 members and their volunteers;
- This expansion has enabled the organisation to support even more communities statewide, furthering its mission to empower people and enrich Western Australia;
- The 2023-24 Annual Report and Financial Report highlight Volunteering WA's achievements in organisational sustainability, operational excellence, and its commitment to advancing the sector;
- The success of the flagship corporate volunteering program has fuelled growth, allowing for new strategies and initiatives that directly benefit members;
- In 2023-24, Volunteering WA gathered the most comprehensive data set on volunteering in WA in over a decade, culminating in the WA State of Volunteering Report;
- Launched at Parliament House and hosted by the Minister for Volunteering, this report provides a blueprint for the future of volunteering, outlining areas of strength and where efforts should be focused to foster a thriving sector;
- Volunteering WA is eager to implement the actions necessary to cultivate a vibrant and resilient volunteering landscape in the coming years.

In his final report as Chair and Board Member, David expressed deep gratitude for the honour of serving in this role, reflecting on the inspirational people and stories encountered during his tenure. He highlighted the noble act of giving time to others and its positive impact on the community and state.

David thanked the Board of Directors for their guidance and dedication and acknowledged CEO Tina Williams' diligence and passion, which are reflected throughout Volunteering WA's senior management and staff.

Though stepping down, David is confident that the organisation will continue to thrive in advocating for and celebrating volunteering across Western Australia.

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

Moved: David Morrison

Seconded: Craig Spencer

Accepted

8 Report from the CEO – Tina Williams

CEO Tina Williams presented her report with the following highlights:

- In a challenging year marked by cost-of-living pressures, Volunteering WA focused on reducing barriers to volunteering, as the cost per hour has risen significantly;

- The organisation secured a record \$684,574 in grants, thanks to support from Lotterywest, WA Government, and other partners, to aid volunteer-involving organisations across the state;
- Volunteering WA also hosted its largest-ever State Volunteering Conference, bringing together over 240 delegates to share insights and strengthen the sector;
- In response to increasing natural disasters, Volunteering WA has developed a spontaneous volunteer management system, co-designed with emergency and community organisations to improve disaster preparedness and response;
- Looking ahead, the organisation remains committed to advocating for the sector and building on its accomplishments.

Tina expressed sincere thanks to all volunteers, staff, partners, and supporters for their contributions to the year's successes, reinforcing Volunteering WA's role as the leading body for volunteering in Western Australia.

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

Moved: David Morrison

Seconded: Craig Spencer

Accepted

9 Report from the Treasurer – Libby Hewton

Libby Hewton presented the financial report for the year ended 30 June 2024. Key highlights were as follows:

- In the 2023/24 financial year, Volunteering WA focused on consolidating resources to ensure long-term financial sustainability, prioritising investments in IT infrastructure, business processes, and improvement projects;
- The organisation successfully managed a diverse range of income streams, seeing a modest revenue increase, while directing 39% of total costs towards program expenses and grants—up by 6% from last year;
- With 55% of expenditure dedicated to staffing and just 6% on administration, Volunteering WA continues to prioritise its people while maintaining tight operational controls;
- The year ended with a deficit of \$46,949 due to a strategic decision by the Board to invest in key initiatives from accumulated reserves.

Libby put two motions before the meeting:

Motion: that the Financial Statements for the year ended 30 June 2024, along with the accompanying audit report be adopted.

Moved: Libby Hewton

Seconded: Vivian Molan

Accepted

Libby announced the proposal to appoint Justin Mulhair of Nexia Perth as the external auditor for the year ending 30 June 2025. This

recommendation is based on Nexia Perth's strong reputation and expertise, which align with the organisation's needs to ensure transparent and credible financial reporting.

Libby expressed her gratitude to Chris Nicoloff of Hall Chadwick for his five years of service as Volunteering WA's auditor.

Motion: that Justin Mulhair of Nexia Perth be appointed as external auditor of the Volunteer Centre of Western Australia (Inc) for the year ending 30 June 2025.

Moved: Libby Hewton

Seconded: Pat Scally

Accepted

10 Election of the Board of Directors

David welcomed three new co-opted members to the Board: Craig Hollywood, Matthew Pham, and Rebecca Hamilton, each bringing distinct expertise and perspective.

Craig, a Deputy Defence Lead with extensive experience in engineering, strategy, and stakeholder engagement, is also the founder of Short Back & Sidewalks, an organisation aiding those facing homelessness. He was named Western Australia's Local Hero in 2022.

Matthew is the Group Operations and Marketing Manager for Pham Group of Supermarkets, a dedicated volunteer influenced by his family's refugee history. He has actively supported Rotary and Vinnies, earning a Paul Harris Fellow award and being named a Business News WA 40 Under 40 winner in 2023.

Rebecca, a Director at the WA Road Safety Commission, focuses on youth and diverse community engagement. She has a background in multiple government sectors and is committed to integrating technology in road safety initiatives. She also volunteers at her son's soccer club.

There were no Board vacancies, and six renominations:

- Pat Scally and Karess Dias stood for re-election as Board members for a one-year term, reflecting their previous service as co-opted board members in 2019 and 2020;
- Craig Spencer stood for re-election as a Board member for his second three-year term;
- Additionally, Craig Hollywood, Matthew Pham and Rebecca Hamilton stood for election as Board members for a three-year term.

Motion: that Pat Scally, Karess Dias, Craig Spencer, Craig Hollywood, Matthew Pham and Rebecca Hamilton be elected as Board members of Volunteering WA

Moved: David Morrison

Seconded: Craig Spencer

Accepted

David, on behalf of Volunteering WA and The Board extended a heartfelt farewell and thanks to Justine Colyer for her significant contributions during her current term and her previous term from 2018 to 2021.

Justine's insights and expertise have been invaluable to Volunteering WA. Best wishes were extended to Justine for her future endeavours.

David handed the meeting over to Tina.

Tina bid farewell to David, marking the end of his term as Chair. David's history with the organisation includes serving as a Director from 2010 to 2016, representing Volunteering WA on the national board from 2013 to 2016, and assuming the role of Chair in 2019.

He has provided vital governance guidance and strategic expertise, helping keep Volunteering WA focused on its mission and has been a passionate advocate for volunteering, tirelessly promoting its value across Western Australia and beyond.

His leadership has significantly contributed to the organisation's successes, leaving a lasting legacy.

On behalf of Volunteering WA and the Board, heartfelt thanks were extended for his outstanding service and commitment. David is wished continued involvement with the community moving forward.

11 Appointments

11.1 Patron

Volunteering WA Patron, His Excellency the Governor of Western Australia, Christopher John Dawson APM, 34th 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.

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.

Accepted

11.3 Auditor

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

12 Nomination and Approval of Life Memberships

The Volunteering WA Board unanimously awarded Dr. Megan Paull Lifetime Membership for her significant contributions to the volunteering sector.

Dr. Paull's involvement with Volunteering WA began in the 1990s, with two terms on the Board from 2016 to 2021, and service on the Volunteering Australia Board from 2017 to 2018.

With a 35-year career in volunteer research, Dr. Paull is recognised nationally and internationally and has led the Volunteering WA Research Committee since 2001. She continues as the research representative on the Volunteering Community Reference Group.

Though unable to attend, Volunteering WA expresses deep gratitude for her dedication. Her certificate and badge will be sent to her in recognition of her lasting impact.

Motion: that Dr Megan Paull be granted Life Membership of Volunteering WA in recognition of her exceptional and enduring contributions to the volunteering sector

Moved: David Morrison

Seconded: Pat Scally

Accepted

David handed the meeting over to Tina

The Volunteering WA Board has awarded David Morrison Lifetime Membership by circular resolution.

David, with a background in marketing and advertising, has been a strong advocate for Volunteering WA, promoting the benefits of volunteering to communities and individuals.

He served as a Director from 2010 to 2016, represented the organisation nationally from 2013 to 2016, and has been Chair since 2018.

His leadership has provided crucial governance and strategic insight, contributing significantly to Volunteering WA.

This Lifetime Membership acknowledges David's long-standing dedication to the organisation and the volunteer sector.

Motion: that Mr David Morrison be granted Life Membership of Volunteering WA in recognition of his outstanding and dedicated service

Moved: Tina Williams

Seconded: Craig Spencer

Accepted

13 State Election Campaign

Tina provided an update on Volunteering WA's State Election Priorities, based on the State of Volunteering Report and input from over 800 member organisations statewide.

Volunteering contributes \$64 billion in benefits to WA, though volunteers face challenges like rising costs of living.

Five priorities have been developed to enhance conditions for volunteering:

- Create a 'WA Volunteer Card' for cost reductions and simplified screening.

- Expand Workers Compensation coverage for volunteers.
- Provide insurance for volunteers in Community Service Organisations.
- Fund Volunteering WA's emergency services role.
- Connect young people to volunteering.

Members and stakeholders are encouraged to share and support these priorities. Further details are available via QR code or on the website.

Tina handed the meeting back to David

12 General Business

There were no items of general business.

13 Close of Meeting

David closed the meeting and extended an invitation to the final event of the year, The annual Garden Party which will be held at Government House on 5 December

Meeting closed at 16:10

DRAFT

Appendix 1- List of apologies

Organisation	Name
Curtin University	Dr Kirsten Holmes
Department Premier and Cabinet	Hon. Don Punch MLA
DFES	Catharine Phillips
DFES	Lynelle Fozard
Government House – Patron	His Excellency the Governor of Western Australia, Christopher John Dawson APM
Government House - Patron	Mrs Darrilyn Dawson
Honourable Solicitor	Greg Paull
Juniper	Helen Docherty
Kwinana VRC	Tanya Sander
Murdoch University	Dr Megan Paull
Wheelchairs for Kids	Greg Hebble
Volunteering WA	Donnelle Curnow
Volunteering WA	Felicity Smith
Volunteering WA	Jen Wyness
Volunteering WA – Life Member	Jennifer Loveridge
Volunteering WA – Board Director - Treasurer	Libby Hewton
Volunteering WA – Board Director	Karess Dias