

Annual General Meeting Minutes

Wednesday 19 October 2022 - 3pm

Item	Action
1	<p>Welcome to members and guests</p> <p>David Morrison, Chair of Volunteering WA welcomed members and guests to the meeting.</p>
2	<p>Welcome to Country</p> <p>David Morrison welcomed Sharon Wood-Kenney to the meeting who performed the Welcome to Country.</p> <p>Volunteering WA (VWA) also took this opportunity to officially launch their inaugural Reflect RAP, representing VWA's commitment to strengthen relationships with the traditional owners and custodians of the land on which we work, rest and play.</p> <p>David highlighted the RAP pillars of Relationships, Respect and Opportunities in providing the framework for VWA to fulfil its purpose to empower people and communities to enrich Western Australia, in a manner that has integrity and is inclusive, collaborative and innovative.</p> <p>He acknowledged the work of VWA's Board and staff and the support of Reconciliation Australia in developing the Reflect RAP, and in addition recognised the support of our First Nations consultants, including Sharon Wood-Kenney.</p> <p>Linda Loo (Artist for RAP) took to the stage to say a few words and share her personal journey, including how she first started painting and the meanings behind her artwork. VWA's RAP will be publicly available on the website with the original painting proudly displayed in the VWA Office.</p>
3	<p>Special Guest</p> <p>David Morrison welcomed VWA member Craig Hollywood, founder and CEO of Short Back & Sidewalks.</p> <p>Craig founded Short Back & Sidewalks in early 2015 and was named Western Australia's Local Hero in 2022 in the Australian of the Year Awards. While Craig has volunteered at all levels of Short Back & Sidewalks, he is the visionary that keeps them striving to better serve those in need. He now plays a critical role in the national expansion and strategic partnerships for his organisation. Craig is passionate about breaking the stigma often attached to society's most vulnerable people.</p>

Craig shared his inspirational story, which started in 2015 when he pitched the idea of offering free haircuts to the homeless to the team at Weston's Barbershop in Perth. It became Short Back & Sidewalks and has grown into a national initiative that has gone from strength to strength.

Craig spoke about how Short Back & Sidewalks started in the Perth suburb of Northbridge with a couple of barbers in a car park, and how it has developed with around 250 volunteers working to provide positive connections with vulnerable and marginalised community members – ultimately building a stronger and more inclusive community.

Having had such success, Craig was proud to share that although initially Short Back & Sidewalks was set up to help members of the community experiencing homelessness, it has now expanded its reach and also supports young people at risk, women with lived experience of domestic violence, and remote communities where a haircut isn't easily accessible.

4 Apologies

David noted that 42 apologies had been received including His Excellency the Honourable Christopher John Dawson APM and the Hon. Stephen Dawson MLC, 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 20 October 2021

Motion: that the minutes of the Annual General Meeting held on Wednesday 20 October 2021 be accepted as a true and accurate record.

Moved: David Morrison

Seconded: Craig Spencer

Motion passed with 42 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:

- 2021-22 was an extremely productive year supporting volunteering activities across the State;
- Continued investment in sector support services, training, technology infrastructure and corporate volunteering programs

were key priorities aimed at developing capabilities within the sector;

- Staff numbers increased due to new programs and services and David recognised their hard work and dedication;
- Although there is still a decline in formal volunteering and this continues to impact volunteer involving organisations, there are also opportunities presented to shift towards informal, virtual and micro-volunteering;
- David recognised the Volunteering WA team for their adaptability in the face of ever-changing circumstances
- David acknowledged valued members, volunteers and partners across the State, dedicated employees and fellow Board members for their commitment and passion to volunteering.

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

Moved: David Morrison

Seconded: Pat Scally

Motion passed with 44 votes - accepted

8 Report from the CEO – Tina Williams

Tina Williams presented the CEO Report with the following highlights:

- Emergency volunteering platform has been upgraded – supporting a state-wide registration portal for spontaneous volunteers;
- Two game-changing national projects got underway which will impact volunteering across Australia - one focussing on technology and supporting volunteering through a national volunteering platform and the second in developing a National Volunteering Strategy – creating a volunteering blueprint for the next decade;
- Investment in technology - after over two years of hard work by VWA IT team and Developer (Eduka), VWA’s new, ground-breaking, volunteering management platform – INVOLVE will be launched in the new year;
- VWA Corporate Volunteering program continues to be the leading program in Australia, bringing substantial benefits to members and in supporting VWA’s ongoing sustainability;
- Farewelled a great advocate in Minister Whitby and welcomed a new Minister for Volunteering, the Hon Stephen Dawson MLC, who is proving to be a keen and active supporter of volunteering;
- Tina acknowledged her incredible team and their tireless efforts in delivering programs and services and thanked VWA’s outstanding board for their expertise, guidance and ongoing support;

- Official CEO report available in the Annual Report.

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

Moved: David Morrison

Seconded: Professor Gary Martin

Motion passed with 45 votes - accepted

9 Report from the Treasurer – Libby Hewton

Libby Hewton presented the financial report for the year ended 30 June 2022. Key highlights were as follows:

- VWA achieved a healthy surplus of \$678,000 for this financial year as the diversity and breadth of programs expanded;
 - Half of the surplus was attributed to the expanding Corporate Volunteering program which now supports more than 10 corporate partners and 65 not-for-profit organisations across a variety of sectors;
 - A further third of the surplus related to income from government grants and corporate sponsorship applied to capital costs for development of IT systems to support volunteer involving organisations;
 - Revenue increased by 34% compared to the previous financial year;
 - Continued growth in the Corporate Volunteering area with the expansion of existing programs as well as new partners;
 - Expenditure increased in line with revenue by 31%, with direct program costs and outgoing grants to volunteer involving organisations representing the majority of the overall increase;
 - VWA is a service-based organisation and 49% of expenditure relates to staffing, reduced from 63% in the previous year;
 - Volunteering WA continues to be in a strong financial position with healthy cash reserves, manageable liabilities and reasonable surpluses to ensure future financial viability;
 - A full copy of the audited Financial Statements are available the Volunteering WA website;
 - Libby thanked fellow Finance and Audit Committee members for their assistance during the year as well as to the auditors, Hall Chadwick.
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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 42 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: Pat Scally

Motion passed with 40 votes - accepted

10

Election of the Board of Directors

Linda Gimondo renominated as Board Director for a second and final term of 3 years.

Professor Gary Martin, Libby Hewton and Vivian Molan, co-opted members of the Board for one year, renominated as elected Board members for a term of three years.

As there for no contest for election to the Board, Professor Gary Martin, Linda Gimondo, Libby Hewton and Vivian Molan were appointed as elected Board members.

Motion: that Professor Gary Martin, Linda Gimondo, Libby Hewton and Vivian Molan are appointed as elected Board Members.

Moved: David Morrison

Seconded: Karess Dias

Motion passed with 42 votes - accepted

David acknowledged the contribution of three Board Directors who stepped down from the Volunteering WA Board during the last financial year.

Dr Megan Paull who served for two terms on the Board from 2016-2019 and then again from 2019 –until she stepped down in October 2021. Dr Paull made a valued contribution to VWA and continues this work through various committees.

Volunteering WA's previous Treasurer, Jason Clifton, who served on the VWA Board from 2019 through to February 2022 and provided invaluable knowledge, insight and advice during his term.

And finally, Belinda Salvoni. Belinda was co-opted to the VWA Board as a Youth Director in 2018 and then served as an elected Board member from 2019 through to July 2022. She brought a wealth of experience to the Board, always making valuable contributions.

David sincerely thanked them all for their contributions.

11 Appointments

11.1 Patron

Volunteering WA Patron, His Excellency the Governor of Western Australia, Christopher John Dawson APM, 34th Governor of Western Australia will be Patron for the duration of his term in office.

Motion: that Volunteering WA Patron, His Excellency the Governor of Western Australia, Christopher John Dawson APM, be Patron for the duration of his term in office.

Motion passed with 43 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 42 votes - accepted

11.3 Auditor

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

12 Amendments to the Constitution

The Volunteer Centre of Western Australia Inc. trading as Volunteering WA was incorporated in 1989 and its Rules of Association adopted as its Constitution. Between 1989 and 2019, at varying intervals, revisions were made to the Constitution to address the changing needs of Volunteering WA, including the addition of any requirements needed in accordance with the Associations Incorporations Act 2015. Following a review of the latest 2019 revision of the Constitution, the Governance Committee identified a number of areas requiring clarification and improvement.

Based on this review, the Constitution has been updated and restructured, simplifying terminology around membership types; providing differentiation between Board and Member role and requirements

including fees; and clearly setting out meeting types and operations. The updates reflect the requirements under Schedule 1 of the Associations Incorporations Act 2015 and cover the 19 matters that must be addressed in association rules, while maintaining the intentions of the previous VWA Constitution.

Motion: that the Constitution of the Volunteering Centre of Western Australia (Inc) as amended October 2022 be adopted.

Moved: David Morrison

Seconded: Vivian Molan

Motion passed with 44 votes - accepted

13 General Business

There were no items of general business.

14 Close of Meeting

Meeting closed at 16:00

Appendix 1- List of apologies

Organisation	Name
Auspire	Jenny Sophian
Awards WA	Katie Brown
Belmont BEC Inc	Carol Hanlon
Bush Heritage Australia WA	Katie Ronald
Child Cancer Research Foundation	Andrea Alexander
City of Armadale	Annette Bowden
City of Bayswater	Belinda Salvoni
Curtin University	Kirsten Holmes
Department of Premier and Cabinet	Hon. Stephen Dawson MLC
Department of Communities	Sue Fielding
ECU	Janice Redmond
Edmund Rice Camps for Kids	Meg Huitema
Government House, Western Australia	His Excellency the Honourable Christopher John Dawson APM
Haemophilia Foundation WA	Ann-Maree Foran
Honorary Solicitor	Greg Paull
Kaarakin	Kloe Balsley
Kanyana Wildlife	Helen Riley
Life Member	Sallie Davies
Life Member	Jan Knight
Life Member	Keith Edwards
Life Member	Jennifer Loveridge
Mayor of Joondalup	Mayor Albert Jacob
MCWA	Gilli Hayes
People Who Care	Penny Webb
Silverchain	Lily Meszaros
Solace Grief Support Group WA Inc.	Sandra Button
Solace Grief Support Group WA Inc.	Lynette Gillam

Southcare	Mary Cullen-Pike
The Motor Museum of WA	Patric O'Callaghan
UWA	Jenn Parsons
VWA	Traci Gamblin
VWA	Louise Giles
VWA	Gloria Jacob
VWA	Kelly Nunn
VWA	Rhiana Robbins-Beattie
VWA	Desiree Walsh
VWA Board Director	Justine Colyer
VWA Board Director	Linda Gimondo
Wanneroo Joondalup Regional Broadcasting Association Inc.	Betty Maass
Wanneroo Joondalup Regional Broadcasting Association Inc.	Sue Myc
Individual	Judy MacCallum
Individual	Esme Bowen