

Annual General Meeting Minutes

Meeting:	Board of Directors	Date:	Monday 14 th November 2022
Meeting No.:	01/2022	Time:	1pm to 3pm
Chair:	Edwin Vandenberg	Venue:	Trafalgar Community Centre

BOARD OF DIRECTOR MEMBERS IN ATTENDANCE:

Edwin Vandenberg	Board Director/Chair
Debbra O'Keefe	Board Director/Secretary
Marianne Fontaine	Board Director
Maxine Davies	Board Director
Robyn George	Board Director

APOLOGIES:

Russell Northe	Member for Morwell
Darren Chester	Federal Member for Gippsland
Bryan Leaf	Board Director
Peter Clement	Board Director
Claudia Stow	Minute Taker

IN ATTENDANCE:

Jenelle Henry	Chief Executive Officer
Torina Johnston	Guest Bendigo bank officiating nominations

Agenda No.	Subject
1.	<p>Official Welcome Welcome Members, Management and guests to the Annual General Meeting of Headway Gippsland Inc.</p> <p>Acknowledgement I acknowledge the traditional custodians of the land we are meeting on today, the Gunnai Kurnai people, and pay my respects to their Elders, past present and emerging.</p>

2.	<p>Attendance & Apologies Presented by Edwin Vandenberg</p>
3.	<p>Confirmation Of Previous AGM Minutes Motion: That the minutes of the previous Annual General Meeting, held on Monday 25 October 2021, be accepted</p> <ul style="list-style-type: none"> • See Appendix: AGM Booklet page 32 <p>Moved: Debra O'Keefe Seconded: Robyn George</p>
4.	<p>Annual Report Brief overview of physical reports from the AGM booklet <u>Chair Person's report</u>, presented by Edwin Vandenberg <u>CEO report</u>, presented by Jenelle Henry</p> <ul style="list-style-type: none"> • See Appendix: AGM Booklet page 12
5.	<p>Guest Speaker Dr Carla Van Laar</p>
6.	<p>Annual Financial Report – year ended 30 June 2022 Motion: That the Annual Report and Audited Financial Statements of Headway Gippsland for the year ended 30 June 2022, as circulated, be received and accepted.</p> <ul style="list-style-type: none"> • See Appendix: AGM Booklet page 35 <p>Moved: Maxine Davies Seconded: Marianne Fontaine</p>
7.	<p>Appointment Of Positions – If required Running Of Ballot (if required): Torina Johnstone (Branch Manager of Bendigo Bank, Trafalgar)</p>
8.	<p>Election Of Board Of Directors Presented by Edwin Vandenberg <u>Declaration of Positions Vacant / Election of Directors</u></p> <ul style="list-style-type: none"> • Director retiring: <ul style="list-style-type: none"> ▪ Maxine Davies • Declared 5 positions vacant on the Board of Directors and filled as below: <ol style="list-style-type: none"> 1. Directors making themselves available for re-election. Declared re-elected unopposed: Edwin Vandenberg

	<p>Marianne Fontaine</p> <p>2. Further nominations, accepted by the board:</p> <p>Glenn Kimm Leisa Harper Richelle Rowed</p>
9.	<p>Presentations</p> <p>Staff Years of Service, presented by Jenelle Henry</p> <ul style="list-style-type: none"> • 15 years - Tony Colvin • 5 years - George Manis <p>Volunteer Years of Service</p> <ul style="list-style-type: none"> • 5 years - Judy Hall <p>Recognition and appreciation of volunteers, presented by Jenelle Henry</p> <ul style="list-style-type: none"> • James Hartley • Sue Box • Judy Hall <p>Volunteer Board Leadership; presented by Jenelle Henry</p> <ul style="list-style-type: none"> • Edwin Vandenberg • Debra O'Keefe • John Rochstad-Lim - Apology • Peter Clement • Bryan Leaf -Apology • Marianne Fontaine • Maxine Davies
10.	<p>Wrap Up & Close Annual General Meeting</p> <p>No questions on notice</p>

Meeting Closed	
Date:	Monday 14 th November 2022
Time:
Chair:	Edwin Vandenberg
Signature:
Date signed: