

VAGTC 2024 AGM Agenda

Summary:

7.00pm Start meeting

Introductions for everyone in the room 7:00 - 7:15

We have 3 members on zoom (Karen Glauser-Edwards, Michele Linossier, Tracey Woodhead) and 11 in the room (Kathy Harrison, Rhainnon Lowry, Ruth Evans, Bernadette Sheedy, Victoria Poulos, Laura Wilcox, Amy Honreman, Susan Nikakis, Catherine Cross, Claire Reid, Alison Jones, Lara Wallis)

1. President's Report
2. Financial Report
3. Motions
4. Election
5. Close meeting

DETAIL:

Start 7.00pm (online – Zoom link to be sent prior to meeting to those who have registered)

1. Attendance and apologies
2. [Confirm minutes of preceding Annual General Meeting](#)
3. [AGM Minutes VAGTC 2023](#)

[Moved - Susan Nikakis](#)

[Seconded: Victoria](#)

[CARRIED](#)

4. President's report

As we take stock of the year behind us, we need to pause to celebrate the differences being made by VAGTC. Committee is working hard and working well as a group; acknowledgment of team working hard and working as a cohesive team. Acknowledgement of individual members' personal/professional successes; Victoria achieving her Masters degree and sharing her research across the globe. An acknowledgement of Bernadette's doctoral thesis being accepted also. An acknowledgement of professional learning being offered by the team, successful Vision publications, the resource book digitisation, the Student voice events. VHAP Student reflection and the power of noticing. Making a difference to the lives of children one at a time.

Challenges a plenty also - significant illnesses, family stresses, lack of a Treasurer to name a few. Approaches from media (sensationalising / exploitative reporting) have been coming and fielded appropriately. DET cancelled the HAPL professional learning (UNE had invited us to co-tender with

them to provide ongoing professional learning). No reasons have been given for the cancellation. Schools are being referred to us by DET for professional learning and support.

Thanks - Karen Glauser-Edwards acknowledged for her hard work and focus on home education to the VAGTC. A sense of justice was one of her biggest focuses. Thank you to the committee and the Exec for their ongoing commitment and hard work.

- a. Questions
- 5. Financial Statement

Kathy ran through the financial numbers. Biggest expenditure is Julia who is adding a huge amount of value through her administration. Website had been listed as an "asset", and has been removed from this in financial records. Shortfall this year was around \$2000. We are moving to a digital copy of Vision to help mediate losses (People will be able to pay for a paper copy)..

- a. Fees for 2023-24
6. **Motion: The fees for 2025 and the remainder of 2024 are set at:**
- a. **Individual and family: \$77 (\$70 + GST)**
 - b. **Student (full time)/ Health Care Card Holder: \$25**
 - c. **School/ Institution: \$198 (incl GST) ie \$180 + GST**
 - d. **VAGTC Committee Member: \$10**
 - e. **Note: publications in print form (AAEGT and Vision will be at cost for members)**

Moved: Ruth

Seconded: Susan

CARRIED

7. **Motion:** Receive the financial report and to accept the Financial Accounts for the year ended 30 June 2024 as tabled.

Moved: Victoria

Seconded: Bernadette

CARRIED

8. **Motion:** To receive the Committee Reports of the Association for the year ended 30 June 2024 as tabled

Moved: Claire

Seconded: Amy

CARRIED

9. Questions regarding any of the reports

No questions were asked.

10. Vote of thanks for retiring committee members

Motion for the 2024-25 term, 2 co-vice presidents be elected to the committee (shared role).

Moved: Ruth

Seconded: Claire

CARRIED

Motion the executive committee be re-elected unopposed; Kathy Harrison to president, Victoria Poulos and Susan Nikakis as co-vice presidents, Claire Reid as secretary. [We are still hoping to either second a Treasurer or outsource some of the bookkeeping as there is no one standing for Treasurer.]

Moved: Bernadette

Seconded: Laura

CARRIED

Motion: For the 2024-25 term, up to 10 ordinary members be elected to the committee.

Moved: Victoria

Seconded: Susan

CARRIED

Motion: The general committee members stand unopposed and be elected as follows:

Amy Horneman, Bernadette Sheedy, Laura Wilcox, Catherine Cross, Michele Linossier.

Melanie Mulligan who was not in the meeting is to be confirmed at the next meeting

Moved: Victoria

Seconded, Ruth

CARRIED

11. Declare all positions vacant

12. Election of office bearers

13. Election of ordinary members of the committee (those in favour, those against if number of nominations is less than or equal to the number of positions)

A thank you gift was presented to our president Kathy Harrison for doing a stellar job and keeping the child at the centre of all her work.

A recognition of Susan's very special birthday yesterday also.

14. Meeting closed

At 7:45

Send out:

Official notice of AGM (CR)

agenda

Nomination form (CR)

Roles and duties (CR)

Proxy form

Live stream AGM?

33 Notice of general meetings

(1) The Secretary (or, in the case of a special general meeting convened under rule 32(3), the members

convening the meeting) must give to each member of the Association—

(a) at least 21 days' notice of a general meeting if a special resolution is to be proposed at the

meeting; or

(b) at least 14 days' notice of a general meeting in any other case.

(2) The notice must—

(a) specify the date, time and place of the meeting; and

(b) indicate the general nature of each item of business to be considered at the meeting; and

(c) if a special resolution is to be proposed—

(i) state in full the proposed resolution; and

(ii) state the intention to propose the resolution as a special resolution; and

(d) comply with rule 34(5).

34 Proxies

(1) A member may appoint another member as his or her proxy to vote and speak on his or her behalf at

a general meeting other than at a disciplinary appeal meeting.

(2) The appointment of a proxy must be in writing and signed by the member making the appointment.

(3) The member appointing the proxy may give specific directions as to how the proxy is to vote on his or

her behalf, otherwise the proxy may vote on behalf of the member in any matter as he or she sees fit.

(4) If the Committee has approved a form for the appointment of a proxy, the member may use any other

form that clearly identifies the person appointed as the member's proxy and that has been signed by

the member.

(5) Notice of a general meeting given to a member under rule 33 must—

(a) state that the member may appoint another member as a proxy for the meeting; and

(b) include a copy of any form that the Committee has approved for the appointment of a proxy.

(6) A form appointing a proxy must be given to the Chairperson of the meeting before or at the

commencement of the meeting.

(7) A form appointing a proxy sent by post or electronically is of no effect unless it is received by the

Association no later than 24 hours before the commencement of the meeting.

35 Use of technology

(1) A member not physically present at a general meeting may be permitted to participate in the meeting

by the use of technology that allows that member and the members present at the meeting to clearly

and simultaneously communicate with each other.

(2) For the purposes of this Part, a member participating in a general meeting as permitted under subrule

(1) is taken to be present at the meeting and, if the member votes at the meeting, is taken to have

voted in person.

36 Quorum at general meetings

(1) No business may be conducted at a general meeting unless a quorum of members is present.

(2) The quorum for a general meeting is the presence (physically, by proxy or as allowed under rule 35) of

10% of the members entitled to vote.

(3) If a quorum is not present within 30 minutes after the notified commencement time of a general

meeting—

adjourn....

30 Annual general meetings

(1) The Committee must convene an annual general meeting of the Association to be held within

5 months after the end of each financial year.

(2) Despite subrule (1), the Association may hold its first annual general meeting at any time within

18 months after its incorporation.

(3) The Committee may determine the date, time and place of the annual general meeting.

(4) The ordinary business of the annual general meeting is as follows—

(a) to confirm the minutes of the previous annual general meeting and of any special general meeting held since then;

(b) to receive and consider—

- (i) the annual report of the Committee on the activities of the Association during the preceding financial year; and
- (ii) the financial statements of the Association for the preceding financial year submitted by the Committee in accordance with Part 7 of the Act;
- (c) to elect the members of the Committee;
- (d) to confirm or vary the amounts (if any) of the annual subscription and joining fee.
- (5) The annual general meeting may also conduct any other business of which notice has been given in accordance with these Rules.

37 Adjournment of general meeting

(1) The Chairperson of a general meeting at which a quorum is present may, with the consent of a majority

of members present at the meeting, adjourn the meeting to another time at the same place or at

another place.

(2) Without limiting subrule (1), a meeting may be adjourned—

(a) if there is insufficient time to deal with the business at hand; or

(b) to give the members more time to consider an item of business.

Example

The members may wish to have more time to examine the financial statements submitted by the Committee at an annual general

meeting.

(3) No business may be conducted on the resumption of an adjourned meeting other than the business

that remained unfinished when the meeting was adjourned.

(4) Notice of the adjournment of a meeting under this rule is not required unless the meeting is adjourned

for 14 days or more, in which case notice of the meeting must be given in accordance with rule 33.

41 Minutes of general meeting

(1) The Committee must ensure that minutes are taken and kept of each general meeting.

(2) The minutes must record the business considered at the meeting, any resolution on which a vote is

taken and the result of the vote.

(3) In addition, the minutes of each annual general meeting must include—

(a) the names of the members attending the meeting; and

(b) proxy forms given to the Chairperson of the meeting under rule 34(6); and

(c) the financial statements submitted to the members in accordance with rule 30(4)(b)(ii); and

(d) the certificate signed by two committee members certifying that the financial statements give

a true and fair view of the financial position and performance of the Association; and

(e) any audited accounts and auditor's report or report of a review accompanying the financial

statements that are required under the Act.

(2) The Treasurer must—

(a) ensure that the financial records of the Association are kept in accordance with the Act; and

(b) coordinate the preparation of the financial statements of the Association and their certification

by the Committee prior to their submission to the annual general meeting of the Association.

(3) The Treasurer must ensure that at least one other committee member has access to the accounts and

financial records of the Association.

71 Financial statements

(1) For each financial year, the Committee must ensure that the requirements under the Act relating to

the financial statements of the Association are met.

(2) Without limiting subrule (1), those requirements include—

- (a) the preparation of the financial statements;
- (b) if required, the review or auditing of the financial statements;
- (c) the certification of the financial statements by the Committee;
- (d) the submission of the financial statements to the annual general meeting of the Association;
- (e) the lodgement with the Registrar of the financial statements and accompanying reports, certificates, statements and fee.