

2023 Annual General Meeting

2.30pm for 3.00pm – 6.00pm

Tuesday 21 November 2023

UQ Brisbane City, 308 Queen Street, Brisbane CBD & Online via Zoom

91 guests registered to attend in person and online
67 members representing **48 member** organisations and individuals
24 proxies received and vested in Volunteering Qld President
72 members eligible to vote
27 apologies received
Quorum attained

Minutes

No	Item	Notes/ Actions
1.	Meeting opened	2023 AGM opened at: 3.06pm
2.	Welcome and Acknowledgement of Country	<p>Board President, Brett Johnson opened up the meeting and with an Acknowledgment of Country.</p> <p>Housekeeping information was provided and guests were advised that the event was being recorded and a hybrid event with guests attending both in person and online. A reminder was given that only eligible financial members of Volunteering Qld were permitted to vote, with each member entitled to one vote.</p> <p>President welcomed all guests to the event and acknowledged special guests including Ann Leahy MP, Member for Warrego and Shadow Minister for Local Government; Di Morgan, Qld Volunteer Ambassador and former CEO of Volunteering Qld; Brett Williamson OAM, former President and Life Member of Volunteering Queensland; Julie-Anne Mee, former Board Director and Life Member of Volunteering Qld; Mark Pearce, CEO of Volunteering Australia; David Crosbie, CEO, Community Council for Australia, and Guest Speaker.</p> <p>President acknowledged fellow Board Directors of Volunteering Qld, member organisations, funders and supporters, volunteers, and Volunteering Qld staff.</p> <p>President briefly reflected on the past 12 months noting continual change with social and economic challenges, increase in catastrophic extreme weather events, and the impact of war in the Ukraine and Middle East. President stated that all at Volunteering Qld strive to achieve the organisation's purpose and</p>

		being the peak body advocating for and representing the voice for volunteering is Queensland and do this by working together with the support of members, supporters, and funding partners. All guests were thanked for their loyal support.
3.	Apologies and Proxies	37 Apologies were received including regrets from Qld Volunteer Ambassador David Ham OAM, and Volunteering Qld Board Directors Deborah Nisbet and Peter Tragardh. A full list of apologies was tabled and available on request. 30 Proxies were received – 28 vested their vote in the Chair and 2 vested their vote in another nominated member. A full list of Proxies was noted and tabled.
4.	Confirmation of Minutes of Previous AGM held Wednesday 23 November 2022	Minutes of the Annual General Meeting held Wednesday 23 November 2022 were circulated online to all registered attendees and printed copies were provided on request at the AGM. Questions and amendments were invited from the floor with no questions asked or amendments proposed. Motion: The Motion is that the minutes be accepted. Moved: Julie Anne Mee Seconded: Linda Lavarch All in Favour: Unanimous Against: Nil Abstain: Nil Accepted
4.1	Business Arising	There was no business arising.
5	President's Report	President confirmed that this 2024 President's Report would be the last he would be presenting on behalf of the Volunteering Qld Board expressing both sadness and excitement. Reflection over the past year, included, the 40 th anniversary of Volunteering Qld, strengthening the delivery of successful programs with the focus on diverse and inclusive volunteering practices, best practice volunteer management, improving the volunteer experience and creating conditions for volunteering to thrive. Other successes include totally online training options, publishing numerous free capacity and knowledge building resources, contribution to the new National Strategy for Volunteering and the soon to be delivered first Qld

		<p>Volunteer Strategy, leading the refresh of the National Standards for Volunteer Involvement. A highlight has been the production of the second State of Volunteering in Queensland Report, which will be released early 2024. This is a defining piece of research that will inform volunteering in Qld going forward. Volunteering Qld continues to achieve the strategic focus areas highlighted in the organisations strategic plan.</p> <p>President reminded the guests that the organisation is in the process of transitioning to a Company Limited by Guarantee and this is nearing conclusion. Members will be kept informed of progress.</p> <p>Acknowledgement of and thanks were extended to the Queensland and Commonwealth Governments, valued partners, supporters and especially member organisations for their commitment and strong belief in and willingness to work collaboratively with Volunteering Qld to advance volunteering across our state, and nation.</p> <p>Sincere thanks and gratitude were extended to the talented, hardworking staff and Board of Volunteering Qld and to our esteemed Patron, Her Excellency the Hon Dr Jeannette Young AC PSM, Governor of Queensland.</p> <p>The 40th anniversary of Volunteering Qld was an occasion to celebrate and share inspiring stories of four decades of incredible achievement.</p> <p>President expressed confidence that under the incoming Board Volunteering Qld has a bright future with new Directors bringing continued dedication and valuable skills, perspectives and experiences.</p> <p>Thanks were extended to retiring CEO Mara Basanovic for her inspiring, skilled leadership of and passion for Volunteering Qld over the past eight years. A CEO recruitment process is underway and members and the broader sector will be kept informed of the progress of this search.</p> <p>The President thanked all in attendance for vesting in him the privilege of serving as the President of Volunteering Qld and concluded his address with a special 40th anniversary video, <i>Then & Now - Jovana's Story</i>.</p>
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<p>6</p>	<p>CEO's Report</p>	<p>CEO informed guests that this was her final AGM as CEO of Volunteering Qld, after having the privilege and honour of serving eight years in the role, and more than 16 years as CEO of two state volunteering peak bodies. She reflected on her time at Volunteering Qld working with an outstanding team, and valued members, partners, supporters, volunteer organisations and inspiring volunteers who comprise the volunteering ecosystem, and who working together enable the best possible outcomes for our community and state. She commended their generosity, care, dedication, resilience, flexibility, and commitment. The CEO highlighted significant advancements in more inclusive, accessible volunteering practices, and broader sector capacity and capability building over the past year.</p> <p>The CEO agreed with the President that Volunteering Qld has strongly contributed to the development of the new National Strategy and refreshed National Standards for Volunteer Involvement and accessible, online accompanying resources. After eight years of lobbying and advocacy by Volunteering Qld, it is exciting to be partnering with State Government in the development and implementation of the uniquely Queensland Volunteer Strategy and action plan. During this past year, Volunteering Qld has key state and national submissions, position papers and advocacy campaigns focused on breaking down barriers to volunteering associated with screening, insurance, access and equity, inclusion, resilience and disaster preparedness and recovery.</p> <p>Our 40th anniversary year has afforded the opportunity to reflect on the amazing journey and celebrate the extraordinary contribution and impact of Volunteering Qld, its members, partners and volunteers. It also encouraged reconnection with many friends and supporters whose commitment and hard work saw the founding and growth of Volunteering Qld into a successful peak body and lead voice for volunteering. Special thanks were extended to Volunteering Qld's first CEO Di Morgan, a passionate advocate for volunteering, and sincere thanks were extended to members of the 40th Anniversary Committee.</p>
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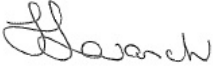
		<p>A spotlight was put on key partners who worked with Volunteering Qld to develop and deliver many impactful programs and projects such as the mobilisation of the Care Army during pandemic and disaster events. These engaged existing and inspired new volunteers to help the community at times of urgent as well as ongoing need.</p> <p>The CEO noted that volunteer management and RTO training have been reviewed and expanded to be available online and/ or in person, along with Volunteering Qld's corporate volunteering program and National Student Volunteer Week, which Volunteering Qld coordinates.</p> <p>In concluding, the CEO expressing deep thanks, appreciation and pride in having the pleasure and privilege to have been a part of Volunteering Qld's hard working, talented and dedicated team supporting all existing and potential volunteers and the volunteer involving organisations to serve and contribute to our community and state through their giving. The CEO expressed her confidence that Volunteering Qld will continue to deliver above and beyond on its purpose, and to flourish and shine. A short video demonstrating the impact of sharing and collaboration concluded the address – <i>We just call it helping.</i></p>
7	Treasurer's Report	<p>President advised that Treasurer Deborah Nisbett, is unwell and is an apology and that the Treasurer's Report will be delivered by Board Member Natasha Doherty.</p> <p>Natasha Doherty wished Deborah Nisbett a speedy recovery and confirmed that with the completion of Deborah Nisbett's four-year term and her own almost eight-year tenure, this AGM would be their last as Board Directors. The wonderful contribution of Deborah Nisbett to Volunteering Qld was acknowledged and is reflected in the presentation of her Treasurer's Report. The 2022/ 2023 financial year saw Volunteering Qld continue to deliver a sound financial position through careful management of resources to ensure ongoing financial viability. The result for the year is a total comprehensive income or surplus of \$94,621.</p> <p>A pleasing result and an increase on June 2022 results.</p>

		<p>Total revenue increased by 10.6% to \$4,545,955 compared to \$3,800,579 in previous year. Expenditure represents 97.9% of total costs with most going towards operational and program costs. Other expenditure was distributed through project grants to volunteer involving organisation partners.</p> <p>Volunteering Qld values and invests in its workforce with 56% of expenditure related to staffing. Operating costs and workforce expenditure are proportionately in line with increase in revenue and previous year expenditure.</p> <p>Diversity of income has decreased this year with 85.5% of income from government as well as a number of one-off government funded projects that addressed community connectedness, inclusion, resilience, and vulnerabilities following a three-year period of unprecedented pandemic and disaster events.</p> <p>This year saw the dedicated team continue to balance and grow diverse income streams, explore partnerships, collaborations, and fee for service offerings. The better use of technology internally and externally has seen fully online RTO courses and hybrid approaches to the delivery of all services.</p> <p>Volunteering Qld continues its growth maintaining a solid position, continually reviewing, evaluating, and adapting business to meet sector needs to increase impact and reach within an ever-changing environment, within a carefully managed budget.</p> <p>A full copy of the audited 2022/ 2023 annual financial statement is available on the Volunteering Qld website.</p> <p>The Volunteering Qld Board has reviewed and accepted the annual financial statements in accordance with a resolution recommending adoption at this AGM.</p> <p>Questions regarding the financial statements were invited from the floor.</p> <p>No questions were reported.</p> <p>Motion: That the annual Financial Statements for the year ended 30 June 2023 together with the audit report thereon, be adopted.</p> <p>Moved: Julie-Anne Mee Seconded: Jane Hedger</p>
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7.1	Appointment of Auditor	<p>Natasha Doherty continued with the Appointment of Auditor.</p> <p>Volunteering Qld again engaged BDO as its external auditor to review all systems and reporting. Natasha extended thanks of Partner Anthony Whyte and the team at BDO for their professional services and helpful advice.</p> <p>Natasha advised that Anthony Whyte has indicated BDO's willingness to continue to provide audit services to Volunteering Qld on a reduced fee for service basis. This offer is recommended to this AGM by the Board. Questions, discussion, or comments regarding the appointment of the auditor were invited from the floor. No questions, discussion or comments were posed.</p> <p>Motion: That BDO be appointed as external auditor of Volunteering Qld for the financial year ending 30 June 2024.</p> <p>Moved: Natasha Doherty Seconded: Linda Lavarch All in favour: Unanimous Against: Nil Abstain: Nil Accepted</p>
7.2	Public Liability Announcement	<p>Natasha Doherty continued with the Public Liability Insurance Notice, advising that under the Associations Incorporation Act (1981), Volunteering Qld is required to review insurance requirements and make an announcement in relation to Public Liability Insurance to members. She reported that Volunteering Qld's insurance needs have been reviewed for 2023/ 2024 and the \$20 million public liability insurance has been renewed. All insurance matters are reported via a monthly Compliance Report at each Board and Governance, Risk and Finance Committee meeting. Natasha invited any questions in relation to this announcement. No questions were asked. Natasha Doherty concluded that on behalf of</p>

		<p>Deborah Nisbett and herself, it had been a pleasure to serve as Treasurer and Director of Volunteering Qld during the past years and wished Volunteering Qld and all members and guests every success going forward as together they continue to strive to build a strong, vibrant, sustainable volunteering ecosystem that serves Queensland well.</p>
<p>8</p>	<p>Board Election and Introduction of Board Directors</p>	<p>President acknowledged that during this past year Volunteering Qld has been transitioning to a Company Limited by Guarantee, and although he was hoping this process would be complete by this time, it has taken longer than anticipated. Until the full transition Volunteering Qld remains an Incorporated Association. President thanked the members for their support and patience with the change and committed to keeping members informed along the way.</p> <p>President informed guests that this transition has seen Volunteering Qld go through an extensive and rigorous recruitment process during the past three months to identify and recruit new Board Directors with required skillsets to meet the strategic needs and directions of this organisation. Eight very capable people have been identified and going through final due diligence. President asks for patience from the members at this time and confirmed that once this process is finalised the cohort of new Directors will be co-opted and introduced to the membership for ratification at the next AGM.</p> <p>President announced that this year has seen four Director's retiring due to the completion of their terms and due to a change in personal circumstances. These Directors included Natasha Doherty, Deborah Nisbet, Peter Tragardh, and himself, Brett Johnson.</p> <p>Acknowledgment was extended to each of the Directors for their substantial contributions spanning the last four to nine years. Their skilled stewardship, dedication and generosity has helped shape Volunteering Qld to the strong, purposeful, innovative, and vibrant organisation it is today.</p> <p>President expressed gratitude on behalf of everyone present at the AGM along with the broader membership, thanking them for their extraordinary</p>

		<p>spirit of service and provided best wishes for a successful and fulfilling future.</p> <p>The President and CEO presented a gift of thanks and appreciation to Natasha Doherty.</p> <p>President confirmed that Jane Hedger and Linda presented for Lavarch will be continuing as Directors of Volunteering Qld and will be joined imminently by the eight co-opted new Directors giving Volunteering Qld a full complement of highly skilled, dedicated Directors ready to lead Volunteering Qld into a strong future.</p> <p>The President thanked all retiring, continuing and new Directors for the support they have provided him as President during the past nine years.</p>
<p>9</p>	<p>Life Memberships</p>	<p>In celebration of the 40th Anniversary year, the Board has honoured four exceptional individuals who have worked selflessly to support and position Volunteering Qld as the peak body for Volunteering in the state. One award was presented for each of the four decades.</p> <p>CEO announced the recipients of Life Membership – Di Morgan, David Ham OAM, Ross Wiseman AM, and Michael Powell.</p> <p>The four recipients represent the heart and soul of Volunteering Qld, and the organisation is forever grateful for their generosity, exemplary service, and the extraordinary difference each has made. Certificates were presented and would be forwarded to those unable to attend the AGM in person.</p> <p>Board Director Linda Lavarch extended a heartfelt thank you and acknowledgement to Brett Johnson for his extensive nine-year contribution through the many roles he served while on the Board of Volunteering Qld. Brett Johnson served as President, Vice President, Chair of various Board committees, led development of the last two strategic plans of the organisation, and agreed to serve one-additional year beyond his eight-year tenure to assist with the transition to a Company Limited by Guarantee. On behalf of everyone, thanks were extended to Brett for his guidance and stewardship. Brett's growth as a leader was respected by all at volunteering Qld and it was pleasure to work with him. A gift of thanks and appreciation was presented to Brett, who thanked Linda Lavarch for her kind words and reiterated how much of a pleasure it</p>

		<p>has been to work with Volunteering Qld, its Team, and all those in the volunteering ecosystem.</p> <p>The outgoing President encouraged all three levels of government to invest in and recognise the value and potential of volunteering and concluded by saying that he is looking forward with excitement to following the next chapter of Volunteering Qld.</p>
10	<p>Close of Meeting and Formal Proceedings</p> <p>Introduction of Speaker</p>	<p>Meeting closed at: 4.02pm</p> <p>The 2023 Annual General Meeting formalities closed, and guest speaker, David Crosbie AM, CEO for the Community Council for Australia, was introduced.</p>
<p>Signed as a true and correct record:</p> <p></p> <p>Meeting Chair: Linda Lavarch Position: President Date: 01 February 2024</p>		
<p>Amendments: Nill</p>		
<p>Amendments signed as a true and correct record: N/ A</p>		
<p>Approved by the membership as a true and correct record at the 2024 AGM held – date TBA.</p> <p>Moved: Seconded: All in favour: Against: Abstain: Accepted</p>		