Vietnam Veterans Federation of Australia

Queensland Branch Inc.

**Minutes of the Annual General Meeting**

Held on

26th October 2021

**Opening of Meeting:**

President Peter Handy opened the meeting at 9.30am and welcomed all in attendance.

**Recital of the Ode:**

*They shall grow not old, as we that are left grow old:*

*Age shall not weary them, nor the years condemn.*

*At the going down of the sun and in the morning*

*We will remember them. LEST WE FORGET.*

**Attendance:** Peter Handy (President), Kenneth Bridges (Vice President), Peter Cameron OAM (Secretary/Treasurer), Bob Graves, Taina Silen, Barrie Jones, Marilyn Handy and Anthony Scroope.

**Apologies:** Deirdre Breakwell.

**Conflict of Interest –** All Members are reminded that we have an obligation to act in the best interests of our organization at all times, and in accordance with the Associations Incorporation Act and ACNC Rules and Guidelines. We also must declare any possible “Conflict of Interest” for the same reasons.

**Confirmation of eligible voters in attendance:**

The Secretary, Peter Cameron, confirmed that all members present were financial and entitled to vote.

**Declaration of proxy votes received:**

The Secretary, Peter Cameron, advised no proxy vote application were received for this AGM.

**Minutes of Previous AGM**

The Minutes of the 2020 Annual General Meeting held on the 5th November 2020 were tabled.

***Moved:* Gary Stone *Seconded:* Barrie Jones**

**That the Minutes of the 2020 Annual General Meeting, as tabled, be confirmed as a true and correct record. CARRIED**

**Business arising from previous AGM Minutes:** Nil

**President’s Report:**

As per attached.

**Treasurers Report and tabling of the Auditor’s Report:**

Peter Cameron tabled a copy of the Financial Statements, and the Auditor’s Report from Ian Rule of Simpson and Winslow Auditors and Accountants and explained items considered to be of interest to members. The income continued to increase as our financial position improved. All questions put to Peter Cameron were explained and answered satisfactorily.

Kenneth Bridges acknowledged a vote of thanks for the great work that Peter Cameron has done during the year and all members thanked him by way of acclamation.

***Moved:* Peter Cameron *Seconded:* Kenneth Bridges**

**That the Treasurer’s Report and the 2020/2021 Auditor’s Report as tabled, be received and all expenditure contained within those reports be approved. CARRIED**

**Declaring all Management Committee Positions Vacant**

Peter Handy declared all positions vacant and called on Gary Stone to take the chair for the election of Office Bearers for 2021/2022.

**Election of Office Bearers for 2021/2022**

Gary Stone called for nominations for all positions.

**President –** Peter Handy was the sole nomination, seconded and declared duly elected.

**Vice President –** Kenneth Bridges was the sole nomination, seconded and declared duly elected.

**Secretary/Treasurer –** Peter Cameron was the sole nomination, seconded and declared duly elected.

**Committee Members –** Nominations were received and seconded for Anthony Scroope, Barrie Jones, Deirdre Breakwell, Marilyn Handy and Taina Silen. Taina declined the nomination and all the others were declared elected.

The 2021/2022 Management Committee nominated and seconded and declared duly elected within the requirements of the Constitution is as follows:

President: Peter Handy

Vice President: Kenneth Bridges

Secretary/Treasurer: Peter Cameron

Committee Members: Anthony Scroope

 Barrie Jones

 Deirdre Breakwell

 Marilyn Handy

Peter Handy returned to the position of Chairman of the AGM and thanked Gary Stone, all members and the 2021/2021 Committee members for accepting the duties and responsibilities they have committed to. There is a great demand for our Advocacy services and our administration volunteers provide great support.

**Appointment of Auditor for 2021/2022 financial year:**

***Moved:* Peter Cameron *Seconded:* Kenneth Bridges**

**That Simpson and Winslow Auditors and Accounts be appointed Auditors for the 2021/2022 financial year. CARRIED**

***Moved:* Peter Cameron *Seconded:* Barrie Jones**

**That all members of the Management Committee be authorized to sign cheques and Electronic Funds Transfers (EFTs) with at least one Executive member authorizing all transfers. Both Peter and Marilyn Handy together cannot authorize the same cheques or EFTs.**

**General Business**

1. Barrie Jones brought forward 2 motions of appreciation –

* he nominated 2 people for Life Membership - Peter Handy (JP Qual) and Peter Cameron OAM for all the work they have put into the Queensland Branch in the last 5 or so years. Without their hard work the Queensland Branch would not be where it is today after the fraud by the last Treasurer and President. Both Peter Handy and Peter Cameron said they would not accept the nominations. Kenneth Bridges spoke for the motion and said it was a shame they don’t see fit to accept the nominations. A lot of members as of today do know what both Peter Handy and Peter Cameron did for the VVF Queensland Branch and felt they should be recognized for their efforts.

It was decided that a motion would be put on the books today thanking both Peter Handy and Peter Cameron for the long hours, stress and hard work to bring the Queensland Branch to what it is today.

***Moved:* Gary Stone *Seconded:* Kenneth Bridges**

**That the Committee notes that both Peter Handy and Peter Cameron were nominated for Life Membership to acknowledge the dedication and hard work involved and appreciate what they have done in the last 5 years to get Queensland Branch to where it is today. CARRIED**

* Flavia Senter – soon going on Maternity Leave – Barrie’s question and then also Gary Stone noted what will happen when Flavia is on leave – Peter Handy suggested that there would be help through Granville, our Head Office. He also explained that Flavia is very capable and hubby is planning to be home with the baby and she will probably be working from home as well. Gary asked if maybe Michelle could be upgraded to fill the space and Peter Handy advised that the legal aspect arises where you can’t employ a volunteer for a certain number of hours and then expect her to do the remaining hours as a volunteer. It was suggested that maybe an Officer Manager could be employed if funds are available.

**Close of Meeting**

Peter Handy closed the meeting at 10.13am and thanked all attending for their interest and participation. The date and time of the next AGM will be advised and is dependent on the receipt of the Auditor’s report.