

**Michelago Region Community Association (MRCA)
Minutes of Annual General Meeting held
on Friday 28th February 2014 at the Michelago Memorial Hall**

Meeting opened 18:52

Present: Cate Spencer (President), Fiona Tollis (Vice President), Sandra Lauer (Secretary), Chris Higgins (Treasurer), Leanne Pattison (Committee Member), Maureen Morgan (Committee Member), Janeta Morison (Committee Member)

Jeremy Mears, Tony Robinson, Gill Robinson, Romney Kelly, Margaret Poole, Dorothy Higgins, Martin Hughes, Ingrid Penberthy, Russell Cotter, Susan Tillack, Andrew Spencer

Apologies: Bronwyn Gattringer (Committee Member)

Minutes of Previous Meeting: Minutes from the AGM 2013 tabled.
Motion: that the minutes be accepted.
Moved Fiona Tollis, seconded Leanne Pattison.

Carried

Reports

President's Report: As tabled; see attached President's Report.

Cate Spencer, as President, reported on the year's activities. Cate also thanked the Committee and in particular the Treasurer, Secretary and Vice President.

Treasurer's Report: As tabled; see attached Treasurer's Report and financial statements to 31 December 2013.

Chris Higgins, as Treasurer, explained the financial statements in detail.

Questions/comments from the floor:

Martin Hughes requested for it to be noted in the minutes that Cooma-Monaro Council contributed \$500 toward Mayfair 2013.

Tony Robinson requested clarification regarding the funds held by Council for the MRCA.

Chris Higgins reported that Council has a total of \$34,000 in funds held for the MRCA: \$9,000, \$5,000 and \$ 20,000. Current status of these funds: Electrical fees (for sportsground) for \$7,216.00 will be paid out of these funds directly.

Tony Robinson asked about payment of expenses by EFT. Chris Higgins reported that all payments are currently made via

cheque with two signatories. Discussions ensued regarding the merits of using online transactions.

Motion: that the Treasurer's Report and financial statements be accepted, with the following amendment:

Funds held by Council for the MRCA are:

\$9,000, \$5,000 and \$ 20,000 (total \$34,000).

Moved Cate Spencer, seconded Gill Robinson.

Carried

Special Resolution: Cate Spencer, as President, tabled the proposed special resolutions to amend the MRCA Constitution.

Proposed Changes to the Constitution:

The Special Resolution dated 28th February 2014 proposes that the members resolve to amend the Constitution by amending clause 7(d)(iv) to read:

“Receipt and consideration of financial statements or report required to be submitted to members under the Associations Incorporation Act 2009 for the last financial year (being the last calendar year) from the Treasurer, which have been approved at a Committee meeting, are not misleading and give a true and fair view of the Association's income and expenditure in the financial year, and assets and liabilities as at 31 December of the financial year.”,
thereby amending clause 7(d)(iv) by deleting the word “audited”.

In addition; amending clause 7(k)(ii) to read:

“by posting a summary of the notice, and details of a contact person from whom a full notice can be obtained, on the Michelago Region Community Association Website (Michelagoregion.org.au) and by private email to members.”,
thereby amending clause 7(k)(ii) by deleting the words “in the public notices of a Saturday Canberra Times”.

Cate Spencer explained the two options for the amendment to clause 7(d)(iv):

Option 1: Delete the word “audited” and not have the accounts audited.

Option 2: Leave the word “audited” but then amend “The audit of the financial statements shall be undertaken by a person who is neither a Member or an Officer;” to allow a Member to audit the books.

Cate Spencer asked for comments from the floor.

Questions/comments from the floor:

Chris Higgins proposed that the books should be able to be audited by a Member. He suggested that perhaps two members could audit the books.

Tony Robinson disagreed and suggested that for transparency and due to the large value of the accounts an external party should conduct the audit.

Cate Spencer explained that the amendment was to allow for a Member but not an Officer of the MRCA Committee to conduct the audit.

Gill Robinson suggested that the motions be done as separate items to clarify what was being moved.

Motion: to leave Constitution clause 7(d)(iv) to read (unchanged):

“Receipt and consideration of audited financial statements or report required to be submitted to members under the Associations Incorporation Act 2009 for the last financial year (being the last calendar year) from the Treasurer, which have been approved at a Committee meeting, are not misleading and give a true and fair view of the Association's income and expenditure in the financial year, and assets and liabilities as at 31 December of the financial year.”,
thereby requiring the financial statements to continue to be audited.

Moved Cate Spencer, seconded Sandra Lauer.

The meeting attendees voted on the motion:

for the motion; twelve (12) and against the motion; two (2)

Carried

Motion: to amend the Constitution by amending clause 7(d)(iv) to read:

“Receipt and consideration of audited financial statements or report required to be submitted to members under the Associations Incorporation Act 2009 for the last financial year (being the last calendar year) from the Treasurer, which have been approved at a Committee meeting, are not misleading and give a true and fair view of the Association's income and expenditure in the financial year, and assets and liabilities as at 31 December of the financial year. The audit of the financial statements shall be undertaken by a person who can be a Member but not an Officer;”

thereby amending clause 7(d)(iv) by deleting the words “The audit of the financial statements shall be undertaken by a person who is neither a Member or an Officer;” and replacing it with, “The audit of the financial statements shall be undertaken by a person who can be a Member but not an Officer;”.

Moved Cate Spencer, seconded Chris Higgins.

The meeting attendees voted on the motion:

for the motion; fifteen (15) and against the motion; zero (0)

Carried (unanimous)

Motion: to amend the Constitution by amending clause 7(k)(ii) to read:

“by posting a summary of the notice, and details of a contact person from whom a full notice can be obtained, on the Michelago Region Community Association Website (Michelagoregion.org.au) and by private email to members.”, *thereby amending clause 7(k)(ii) by deleting the words “in the public notices column of a Saturday Canberra Times.” and replacing it with, “on the Michelago Region Community Association Website (Michelagoregion.org.au) and by private email to Members.”*

Moved Cate Spencer, seconded Sandra Lauer.

The meeting attendees voted on the motion:

for the motion; eleven (11) and against the motion; zero (0)

Carried (unanimous)

Cate Spencer thanked the outgoing Committee for their assistance throughout the year and reminded the incoming committee members that taking on a position should not be taken lightly. Such positions require dedication and a commitment to attend meetings as per clause 5(g)(iii) of the Constitution:

“g) An Officer shall cease to be an Officer upon:

ii. *Absence from three successive Committee meetings without approval of the Committee;”*

*The President declared all positions vacant.
Martin Hughes took the chair.*

Martin Hughes thanked the MRCA Committee for its efforts over the past year and noted that the Council appreciated that many local community organisations were run on a day-to-day basis by a handful of people.

Election of Office Bearers

President: Cate Spencer (nomination form)
Moved Cate Spencer seconded Fiona Tollis.

Carried

Vice President: Fiona Tollis (nomination form)
Moved Fiona Tollis, seconded Cate Spencer.

Carried

Secretary: Romney Kelly (nomination form)
Moved Romney Kelly, seconded Chris Higgins.

Carried

Treasurer: Ingrid Penberthy (nomination form)
Moved Ingrid Penberthy, seconded Cate Spencer.

Carried

Committee Members:

- Leanne Pattison (nomination form)
Moved Leanne Pattison, seconded Sandra Lauer. *Carried*
- Maureen Morgan (nomination form)
Moved Maureen Morgan, seconded Ingrid Penberthy. *Carried*
- Bronwyn Gattringer (nomination form)
Moved Bronwyn Gattringer, seconded Maureen Morgan. *Carried*
- Chris Higgins (from the floor)
Moved Chris Higgins, seconded Fiona Tollis. *Carried*

Chairperson:

Vacant (not required)
The removal of the requirement for a Chairperson from the Constitution will be discussed at the next MRCA committee meeting.

Public Officer:

Jill Dobkin
Cate Spencer reported that Jill Dobkin had agreed to be Public Officer.

Incoming President Cate Spencer took the chair and thanked Martin Hughes.

Membership Fees: Motion: that the membership fees for the coming year remain at \$10 for individuals and \$15 for families.
Moved Cate Spencer, seconded Sandra Lauer.

Meeting dates: MRCA monthly meetings to be held on the first Wednesday each month, commencing on 5th March from 7pm at the Michelago Railway Station.

Meeting closed 19:37