



Annual General Meeting

Draft Minutes

6.30 pm Tuesday 12 November 2019
Lena Karmel Lodge, Barry Drive, Canberra

1) Welcome: The President, Rod Griffiths, welcomed members to the 2019 AGM at 6.38pm and confirmed the agenda. A quorum was confirmed. Rod acknowledged the traditional custodians of the land we were meeting on and paid our respects to elders past and present.

2) Attendance:

a) Present:

Member group representatives:

ACT ACF Community Group - Sarah Reid (Board)
Australian Native Plant Society Canberra Region Inc - Geoff Butler
Friends of Aranda Bushland - Ian Falconer (Board)
Friends of Black Mountain - Gordon McAllister (Board)
Friends of Grasslands – Geoff Robertson, Sarah Sharp
Friends of Jerrabomberra Wetlands - Deb Kellock
Ginninderra Falls Association - John Connelly
Living Streets Canberra – Kevin Cox
National Parks Association – Rod Griffiths (Board), George Heinsohn
Slow Food Canberra - Walter Steensby
Southern ACT Catchment Group Inc – Glenys Patulny (Board)
Sustainable Population Australia, ACT Branch – Christopher Dorman (Board)
XR ACT – John Smith
Zero Waste Revolution – Didi Sommer
350deg – Warwick Cathro

Others: Marcus Hassall (350.org, Board), Jgitome (Sed) Bustillo (Treasurer), Helen Sims (FOAB, Board), Thena Kyprianou (Pedal Power, Board)

b) Apologies - Member group representatives: Canberra Forest Alliance - Judith Bourne.
Others: Peter Ottesen (SACTCG, Board)

3) Previous Minutes:

a) Motion 1: "That the minutes from the previous AGM held on 13 November 2018 be accepted as a true and accurate account." Moved Ian Falconer, seconded Christopher Dorman. Accepted

4) Reports

a) President's report on behalf of the Board:

President Rod Griffiths noted a year of change, in particular the appointment of Helen Oakey as Executive Director in March, and other changes in staff, resulting in a very exciting team. He acknowledged each staff member, both past and present, by name, as

well as volunteers and interns. the departure of Ruth Ragless as Office Manager and introduction of Michael Ryan in that position; the flow of a range of project officers – Meg McLellan and Maya Suzuki; Elle Lawless, Sylvia Gunn, Meg Walker , Matthew Frawley (cat containment), Paul Margary (both World Environment Day Dinner and Christmas auctions). He acknowledged the work done by Robert Hawse on the database and thanked him for that. Rod also noted the engagement of interns from the ANU.

Rod also reported on turnover within the Board – Rebecca Palmer-Brodie and Jacquie Shannon had to leave for personal reasons, and very recently Jenny Bounds had left the Board. Rod noted that Jenny had been the longest continuously serving member of the Board; he referred to some of the specific contributions Jenny had made to the Council and of her guidance, particularly on biodiversity matters over the years. He formally thanked and acknowledged Jenny for her contributions.

Rod also referred to the opportunities coming up, particularly those arising from the 2020 ACT election. He noted that updating of the Conservation Council policies to coincide with, and feed into, the political parties' electoral platforms had commenced and asked for help from all member groups in that process. There were no questions of the President.

Motion 2: "That the President's Report be accepted by the meeting." Moved, Glenys Patulny, seconded Marcus Hassall. Accepted.

b) Executive Director's Report:

ED Helen Oakey's report was focussed on the 3 months of the reporting period since she became Executive Director (ED).

Helen noted the significant organisational change that the Conservation Council had undergone, including her appointment and the staff restructure following Maya's departure overseas. A full-time campaign position and part-time events and communication position were created. These were filled by Elle and Sylvia respectively.

Other organisational highlights included –

- finalisation of a new 3-year service agreement with ACT Government which had been set up by Larry O'Loughlin and Clare Henderson as previous ED and Interim ED respectively; (Helen noted that under the service agreement the Conservation Council does not have to agree with policies and actions of the ACT Government. This funding supports the ED position as well as other running costs.)
- the Board's Planning Day, after which the Operational Plan was revised, and launch of a new website, both in May
- upgrade of IT equipment and streamlining of processes

Fundraising – The 2019 world Environment Dinner was the largest ever and exceeded fundraising objectives. As well as the preparation done by Clare Henderson, Helen acknowledged the contribution by events co-ordinator Maya and Board member Thena Kyprianou. Corporate donations for the event was very successful. Regular donor levels have remained steady. Rod Griffiths' second Walk the Border was successfully completed just prior to the AGM, boosting fundraising efforts for the 2020-21 financial year.

Campaigns and Projects highlights included -

- Successfully achieving listing of mature trees as threatening species
- Cat containment project commenced in February 2019.
- Heritage Grants funding to develop work around Kama and the Gungahlin woodlands ongoing.
- Grant from Ginninderry to re-run the Treasures series for the new development
- Supporting climate activism by providing space for activists to generate content

- for their representations, coming up with ideas, networking.
- Submissions to ACT Government on: Integrated Transport Strategy, Strategic Bushfire Management Plan 4, Draft Cat Plan, and Water Sustainable Urban Design.

Event highlights –

Federal Election Forum was attended by around 80 people
Environment Exchanges on gas and cat containment were held

Motion 3: "That the Executive Director's report be accepted by the meeting."

Moved, Rod Griffiths, seconded Didi Sommer. Accepted.

5) Statement of accounts and the reports pursuant to section 73 (1) of the Associations Incorporations Act 1991 (Treasurer)

a) The auditor's report and annual accounts were tabled.

The Treasurer, Sed Bustillo, presented the financial statements for the year ending 30 June 2019. Total income was \$330,311; total expenditure was \$289,552, providing a surplus of \$40,759, having moved from an accumulated surplus of \$108,839 at the beginning of the year to an accumulated surplus of \$149,598 at the end of the year. Net cash flow from operating activities was \$66,640 which, together with net cash flow from financing activities of \$2,125, resulted in overall net cash flow for the year and net change in cash for the year of \$68,765.

Statement of financial position at 30 June 2019 showed total assets of \$179,995 with current total liabilities standing at \$39,997, leaving overall nett assets of \$139,998 which represents equity/accumulated surplus as well.

Sed referred to the auditor's note 10 regarding treatment of the Moira Rowland Estate fund of \$10,000, interest from which is used each year to assist with costs associated with the Conservation Council's Moira and John Rowland Environmentalist of the Year Award. He indicated that the Board will be considering formal arrangements for accountable management of the fund in the near future.

Sed also announced that our auditor Saminda Maddumahewa will be stepping down and the Board will be appointing a new auditor in the future.

There were no questions of Sed.

Motion 4: "That the Treasurer's Report and Financial Statements for the year ended 30 June 2019 be accepted by the meeting." Moved Warwick Cathro, seconded Glenys Patulny. Accepted.

Motion 5: "That a vote of thanks be passed recognising the hard work provided to the Conservation Council on a voluntary basis by our auditor Mr Saminda Maddumahewa for both this and previous years". Moved Rod Griffiths, seconded Thena Kyprianou. Accepted.

Rod thanked Sed for his work during the year and noted that the financial situation at the end of this financial year allows us to do a little bit more in 2020-21.

- b) **Appointment of auditor** – As notice that Saminda will be standing down was received very late, this item was deferred until such time as the Board can identify a new auditor.

6) Election of members of the Board, including office bearers.

- a) **Motion 8: "That Helen Oakey be appointed as Returning Officer for the election of office bearers and Board members".** Moved Rod Griffiths, seconded Marcus Hassall. Accepted. Rod Griffiths stood down from the chair.

- b) The Returning Officer reported that nominations were sought in accordance with the constitution; that all member groups who put in nominations were current financial members for 2018-2019 and that their membership status was constitutional.
- c) As at the closing time 6.30 pm, 5 November 2019 the Secretary had received sufficient nominations to fill all office holder positions and nominations for five of the six possible other Board member positions, leaving one vacancy. The Board has one existing co-opted member and two vacancies for co-opted members.
- d) The election of office holders and Board members took place:
 - President: there was one nomination: Rod Griffiths who was elected as President
 - Vice-President: there were two vacancies and two nominations: Peter Ottesen and Gordon McAllister who were both elected as Vice-Presidents.
 - Secretary: there was one nomination: Helen Sims who was elected as Secretary
 - Other Board members: six vacancies and five nominations. The following were elected:
 - Christopher Dorman
 - Ian Falconer
 - Marcus Hassall
 - Glenys Patulny
 - Mary Clare Woodforde

Under the constitution – all five were declared elected. Sarah Reid was nominated by Rod Griffiths from the floor for the one Board member vacancy remaining. Seconded Warwick Cathro. Sarah Reid was elected.

The meeting noted that the Treasurer is appointed at the first Board meeting after the AGM by Board members and that the Board can co-opt three more members.

The Returning Officer handed back to the (continuing) President.

- 7) The President, Rod Griffiths, thanked members for coming and invited all present to enjoy the refreshments provided.
- 8) The meeting closed at 7.10 pm.