



**Minutes of the 69th Annual General Meeting of the Australian Nurses Memorial Centre
Monday 28th October 2018 at 6.00pm**

Chairperson: Dr Elizabeth Lavender, President

Directors in Attendance: Ms Arlene Bennett, Mrs Rochna Banerjee, Ms Barbara Green, Dr Beverley Wood, David Balcombe, Ms Sue Morisset

Members in Attendance: Meg Ryan, Sue Sherson, Diane Whitehead, Sarah Cresp, Helen Pickering

Opening of Meeting

The meeting opened at 6.00pm

- 1. Welcome and Acknowledgement of Country** Dr Elizabeth Lavender

The President welcomed Members and Directors to the 69th Annual General Meeting of the Australian Nurses Memorial Centre and acknowledged the Traditional Owners as well as their Elders, past, present and emerging.

- 2. Reading of the Notice of Meeting** Ms Arlene Bennett

- 3. Confirmation of Quorum** Dr Elizabeth Lavender

A quorum was declared for the 69th AGM

The Chair requested the adoption of the Agenda, asking if there was any further business to be added to the agenda, now is the time to do so?

A member raised a question to the chair regarding the name change. The chair confirmed this was a change in name only, and that the business of the Nurses Memorial Centre is continuous.

The agenda as shown be adopted

Moved: Rochna Banerjee

Seconded: Beverley Wood

- 4. Apologies**

Apologies: Ms Angela Doherty, Dr Rowan Story, Maxine Duke, Sara Renshaw, Karla Freer, Kerry Hampton, Cynthea Wellings, Marion Kilvert, Anne Richards, Kay Plymat, Rebecca Jedwab, Jade Odgers, Maggie Flood, Mark Staaf, Sandra de Rome, Anna Truong

Moved: Barbara Green

Seconded: Meg Ryan

Attendance: 12 members

5. Confirmation of the minutes of the 68th Annual General Meeting - It was brought to the Chairs attention that the date recorded in the minutes for Dr Beverley Wood joining the board was incorrect and the correct date was 31st January 2018. The minutes of the ANMC 68th AGM if 22nd Oct 2018 with the above amendments be taken as read and confirmed.

Moved: Beverley Wood

Seconded: Helen Pickering

6. Presidents Report

Dr Elizabeth Lavender

For the year ended 30 June 2019.

The President, Dr Elizabeth Lavender presented some key highlights of the circulated 69th President's report to the members present.

Vale – none for the 2018-2019 year

Board of Directors

As with many NFP organisations the Board has experienced some changes throughout this reporting year.

Resignation

One resignation from the board in the 2018-2019 financial year Prof Maxine Duke on 1st April 2019.

Maxine continues to be on the Scholarship Committee. We acknowledge and thank Maxine for her contribution to the Board.

New Directors

We welcomed the appointment of one new Director – Mr David Balcombe on 19th February 2019. David brings an extensive background in accounting and auditing, adding to the diversity of the board.

Directions of the Board

We have been very much governed by the report from the Wendy Brooks Strategic Impact review which was reported on last year. This year we have concentrated on our governance framework, diversity of funding, fundraising strategy and also the revitalisation of our website. Our updated constitution has allowed us to have diversity of board members.

Sub committees

The sub-committees of the ANMC continue to work hard and tirelessly to maintain the vision of the ANMC and to advance the nursing profession. I would like to thank all Committee Members who so generously contribute their time, expertise and enthusiasm to the ANMC.



Finance Committee

My thanks to Rochna Banerjee our Treasurer who continues to be chair the Finance Committee. David Balcombe has joined the Finance Committee.

Marketing and Fundraising Committee

We have a new chair effective Feb 2019 Ms Barbara Green, with quite a contingent of members on this committee and to welcome Ms Sue Morisset. Much work was achieved this year, the new logo of the ANMC thanks to Rowan Story for organising and Angela Doherty organising the ANMC branded pens with our new logo. The major achievement this year is the new website. www.australiannursesmemorialcentre.org.au with thanks to Shane Dickinson for his work in producing this website and his continued support of the ANMC

Scholarship Committee

The scholarship committee has been extremely productive this year with Beverley Wood's leadership. We have reviewed the application forms, developing two separate applications, one for Research, and for Coursework which has worked well. We will continue to refine the process. 72 scholarship applications were received this year.

History and Heritage Committee

This committee has also been busy with several talks this year presented by Arlene Bennett, Sue Sherson, The Life of Jean Henderson, Movie afternoon watching The Songs of Survival afternoon and Arlene continues to present to organisations outside of the ANMC which we thank her for.

The committee continues to promote and preserve the legacy of the ANMC and a work in progress to further develop our venue to display the history of the ANMC.

Special Events

Christmas Fair and Afternoon Tea

On Sunday 25th November 2018 the ANMC hosted its annual fundraiser for members and guests. Thanks to Arlene Bennett for organising this event which has become a highlight of the year.

Presentation of Scholarships and Awards

We held the Scholarship Awards evening on the 7th March 2019 which was another successful event. Nine nurses were awarded Scholarships to fund their studies in 2019 and each presented a brief out-line of their study.



ANZAC Commemorative Service

The 2019 ANZAC Commemorative Service, held the Sunday prior to ANZAC day, on Sunday 14th April was again very well attended. The Minister for Veterans Mr Robin Scott MP gave a talk and a presentation from a young man Will Swire from Wesley College.

ANZAC Day Lunch

On 25th April 2019, the ANMC opened its doors to those who were marching in the ANZAC Day Parade, or watching and supporting the march at the Shrine of Remembrance.

Donations and Bequests

Thank you to the donations the ANMC has received with particular thanks for Mr John Bullwinkel for his donation of \$3,000 a year for the next three years to go towards to the Vivian Bullwinkel Award.

Membership

The membership of the ANMC as at 30th June 2019 stands at a total of 177 members, 44 Annual Members, 133 Life Members.

Venue Hire

With the refurbishment of the centre, we are delighted to see an increase in the venue hire, it was always my belief if we updated the centre, this would increase our revenue through the hire of the venue.

Administrative Assistance

We were sad to see Krista Mountford leave us on the 28th March 2019. Krista kindly continued to help us out on a casual basis until a suitable replacement was found. Krista contributed to the planning and improvements of the upgrade to the centre and on behalf of the board, we thank Krista Mountford for her support.

Sincere thanks to all of the directors of the ANMC for their continued dedication and commitment to the ANMC.

Adoption of the President's Report

Moved: Dianne Whitehead

Seconded: Beverley Wood

Carried

1. A. Directors Report, Directors Declaration

Dr Elizabeth Lavender

Directors Report

The director's report presented the directors on the Board during the financial year 2018-19, the operating results (surplus of \$ 153,868), the principal activities of ANMC and a confirmation that there were no events after the balance sheet date that significantly impact the operations of ANMC.

2. B. Financial Report

Mrs Rochna Banerjee

As you can see from the financial report the operations have shown a positive result, an increase of \$50,000 on the previous year, because of increase in dividends and market valuation.

We have had good cash generation this year also which means possible for us going forward to have more money going into scholarships being the main focus of the centre.

The operating expenses are being better managed and exceeding expectations with the increase in venue hire since the upgrade to the venue.

We have a sound position, with no borrowings, with an increased equity base from the previous year.

The members were informed that in case ANMC was dissolved each member's financial obligation is \$2.

The Treasurer opened the floor to questions. As there were no questions Mrs Banerjee asked that the financial report for 2018-2019 be adopted?

Moved: David Balcombe

Seconded: Sue Morisset

Carried

3. Election of Office Bearers & Board of Directors

The following Board of Directors were formally elected as office bearers and Directors for the 2019-2020 financial year at the ANMC.

a) President Arlene Bennett

Moved: Elizabeth Lavender

Seconded: Helen Pickering

Carried

b) Vice President: Dr Elizabeth Lavender

Moved: Sue Morisset

Seconded: Barbara Green

Carried

c) Treasurer: Mrs Rochna Banerjee

Moved: David Balcombe

Seconded: Meg Ryan

Carried



d) Re-elect our two directors who retire via rotation:

1) Dr Beverley Wood

Moved: Arlene Bennett

Seconded: Sue Morisset

Carried

2) Barbara Green

Moved: Dr Beverley Green

Seconded: Arlene Bennett

Carried

e) To ratify the board appointment of David Balcombe

Moved: Rochna Banerjee

Seconded: Dr Elizabeth Lavender

Carried

4. Appointment of Auditors, Messrs Orr, Martin & Waters Dr Elizabeth Lavender

Moved: Rochna Banerjee

Seconded: Dr Beverley Wood

Carried

5. Any other business

Dr Elizabeth Lavender

There being no other business, the meeting was declared closed at 7.00pm

a) Guest Speaker: Sarah Cresp 2019 ALS Scholarship Recipient.

Sarah is a Registered Nurse, Division one with over 11 years of experience in caring for older persons diagnosed with terminal illnesses and working with their substitute decision makers. Her PhD Research is 'The support and education needs of substitute decision makers for people with advanced dementia: An Interpretive Description.'

Sarah gave a 10-minute presentation on her recent work.

The evening concluded with a vote of thanks for Sarah Cresp and the presentation of a bouquet of flowers, together with a vote of thanks for Dr Elizabeth Lavender for her two years as President of ANMC with Arlene presenting a bouquet to Liz.



Annex A.

In attendance:

1. Dr Elizabeth Lavender
2. Arlene Bennett
3. Rochna Banerjee
4. Dr Beverley Wood
5. Barbara Green
6. David Balcombe
7. Sue Morisset
8. Helen Pickering
9. Meg Ryan
10. Sue Sherson
11. Diane Whitehead
12. Sarah Cresp
13. Elizabeth Allwood

Apologies: Ms Angela Doherty, Dr Rowan Story, Maxine Duke, Sara Renshaw, Karla Freer, Kerry Hampton, Cynthea Wellings, Marion Kilvert, Anne Richards, Kay Plymat, Rebecca Jedwab, Jade Odgers, Maggie Flood, Mark Staaf, Sandra de Rome, Anna Truong