



**Minutes of the 72nd Annual General Meeting of the Australian Nurses Memorial Centre
In person and virtually via ZOOM on Monday 7th November 2022 at 5.30pm**

Chairperson: Dr Elizabeth Lavender, President

Directors in Attendance: Dr Elizabeth Lavender, Ms Barbara Green, Dr Beverley Wood, Mr David Balcombe, Ms Angela Doherty, GPCAPT (ret'd) Geoffrey Robinson NSC, Assoc Prof Rowan Story AM, RFD, Ms Cynthea Wellings, Mrs Susan Hogan, Dr Jessica Biles, Emeritus Professor Maxine Duke AM

Members in Attendance: Emeritus Professor Judith Parker AM, Arlene Bennett, Dr Madonna Grehan AM, Meg Ryan, Marion Kilvert, Dr Kerry Hampton, Jane and Rob Malone, Emily Malone, Donna Mortlock, Nicole Pope, Mark Staaf, Sara Renshaw, Diana Whitehead, Tricia O'Connor, Deana Copley, Rebecca Jedwab, Diane Davey, Jessica Collingburn, Linda Sheilds, David Young, Patricia O'Hara, Carmel Cleary, Elizabeth Gherardin

Guests: Mr Peter Walton

Opening of Meeting

The meeting opened at 5.30pm

1. Welcome and Acknowledgement of Country

The President welcomed Members and Directors to the 72nd Annual General Meeting of the Australian Nurses Memorial Centre and in the spirit of reconciliation acknowledged the Traditional Owners as well as their Elders, past, present, and emerging.

2. Reading of the Notice of Meeting – notice given 22nd October 2021

3. Confirmation of Quorum

A quorum was declared for the 72nd AGM with 33 members in attendance

4. Adoption of Agenda

The Chair requested the adoption of the agenda, asking if there was any further business to be added. As there was nothing further, the agenda as distributed was adopted

Moved: Ms Barbara Green

Seconded: Dr Beverley Wood

5. Apologies

Judith Aitken, Georgina Barraclough, Leanne Black, John and Melissa Bullwinkel, Yung-Hui Chen, Karla Freer, June Gibson, Helen Hamilton, Beatrice Hood, Jisha Krishnan, Yvonne Laird, Air-Commodore Ret'd Jenny Lumsden, Julie Ann Martin, Prof Lisa McKenna, Julia Morphet, Margaret Nuttal, Dr Elizabeth Oldland, Kay Plymat, Marget Pollock, Susan Sherson, Rebecca Snowdon, Stephanie Sprogis, Kerry Wilshire, Judy Balcombe.

Moved: Ms Barbara Green

Seconded: Dr Elizabeth Lavender

6. Confirmation of the minutes

The minutes of the ANMC 71st AGM held on Monday 15th November 2021 was taken as read and confirmed.

Moved: Ms Arlene Bennett **Seconded:** Dr Beverley Wood **Carried**

7. Presidents Report

Dr Elizabeth Lavender

The President presented some key highlights -

- ANMC Scholarship Awards event for 2022 was held on Thursday 10th March as a hybrid meeting and was a successful event.
- ANZAC Commemorative Service held on Sunday 24th April 2022, led by Ms Arlene Bennett. Reverend Emily Fraser from Christ Church South Yarra conducted a relevant prayer and blessing, and Dr Judy Balcombe delivered a moving speech.
- Successful grant application from the Victorian Remembers Grant Program Round 2, 201-2022 Victorian Veteran Council and Victorian State Government to fund a plaque at the site of the Devenish Art Silos 'The Remembering Vivian Bullwinkel at Devenish Silos' Thank you to Ms Arlene Bennett and Ms Cynthea Wellings for initiating this project. It is anticipated that the plaque will be unveiled early in 2023.

Resignations

The Board received the resignation of Ms Arlene Bennett in April 2022. Arlene served seven and a half years on the board and continues to serve on the History and Heritage Sub Committee. The Board acknowledged and thanked Arlene for her contribution to the ANMC.

Vale –It is with sadness to report that several members of the ANMC had passed away: - Miss Brigid McCoppin Sept 2022, Dr Cecily McDougall July 2022, Miss Joyce Buckland May 2022, Ms Helen Barallon February 2021, Mrs Margaret Watson June 2022 and longtime supporter Mr Bruce Bird LCDR RAN (ret'd) died in April 2022.

Adoption of the President's Report

Moved: Dr Elizabeth Lavender **Seconded:** Ms Cynthea Wellings **Carried**

The Chair introduced Treasurer, Mr David Balcombe

8. Financial Report

Mr David Balcombe

The financial operations of the ANMC have progressed smoothly.

The investment portfolio from which the operations of the Centre and the ANMC contributions to the scholarships are funded is currently \$2.2million.

The Treasurer expressed thanks to the organisations and individuals who have donated to the ANMC to help fund scholarships.

It was noted that additional funds were spent on increased salaries.

The Treasurer acknowledged the members of the Finance Committee for their guidance and Mr Cameron Telford for his expertise.

The Treasurer opened the floor to questions.

Dr Madonna Grehan sought clarification on the value of the military medals.

Mr Balcombe advised the adjustment from 43k to 25k arose as the valuation documentation could not be located for the new auditors. Mr Balcombe advised that the value could be restored when the documentation is found.

Dr Grehan sought clarification on Other Expenses \$39,088 – Mr Balcombe explained this comprises of everything else that is not set out e.g., electricity, telephone, printing.

As there were no further questions Mr Balcombe asked that the financial statements for 2021-2022 be accepted.

Moved: Dr Madonna Grehan **Seconded:** Ms Barbara Green **Carried**

9. Election of Office Bearers & Board of Directors

The following Board of Directors were formally elected as office bearers and Directors for the 2022-2023 financial year at the ANMC.

a) President – one nomination – Dr Elizabeth Lavender

Moved: Ms Cynthea Wellings **Seconded:** Ms Barbara Green **Carried**

b) Vice President – one nomination – Ms Barbara Green

Moved: Emeritus Prof Maxine Duke AM **Seconded:** Dr Beverley Wood **Carried**

c) Treasurer: one nomination - Mr David Balcombe

Moved: Ms Arlene Bennet **Seconded:** Miss Patricia O'Hara **Carried**

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

1) Dr Beverley Wood

Moved: Assoc Prof Rowan Story AM RFD **Seconded:** Ms Barbara Green **Carried**

2) Ms Cynthea Wellings

Moved: Emeritus Prof Maxine Duke AM **Seconded:** Ms Barbara Green **Carried**

To ratify the appointment of four directors:

i. Emeritus Professor Maxine Duke AM

Moved Ms Cynthea Wellings **Seconded** Dr Beverley Wood **Carried**

ii. Dr Jessica Biles

Moved Ms Barbara Green **Seconded** Ms Cynthea Wellings **Carried**

iii. Mrs Susan Hogan

Moved Ms Cynthea Wellings **Seconded** Mr David Balcombe **Carried**

iv. GPCAPT (ret'd) Geoffrey Robinson NSC

Moved Assoc Prof Rowan Story AM RFD **Seconded** Ms Cynthea Wellings **Carried**

10. Appointment of Auditors, Zenith Audit & Assurance Pty Ltd who being eligible offer themselves for appointment.

Mr Balcombe provided an overview of the change of auditor from Orr Martin and Waters to Zenith Partners Auditors. The audit was conducted in a timely manner and enabled the Board to challenge a number of processes and thanked Ms Vivien Wung and Mr Peter Walton for their work at short notice.

Moved: David Balcombe **Seconded:** Barbara Green **Carried**

The Chair thanked Mr Larry Gilmore and the team at Orr Martin and Waters for their many years of auditing the books of the ANMC.

11. Any other business

The Chair acknowledged the service of the retiring Directors and proposed a vote of thanks to;

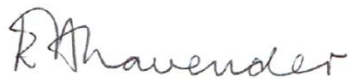
Ms Arlene Bennett

Assoc Prof Rowan D Story AM RFD

Ms Angela Doherty

There being no further business, the meeting was declared closed at 6.37pm

Signed as a true and correct record of the ANMC 72nd AGM
On Tuesday 31st November 2023

A handwritten signature in dark ink, appearing to read 'ELavender', written in a cursive style.

Dr Elizabeth Lavender
ANMC President