



**2018 Annual General Meeting Minutes
6.30pm-8.00pm, Wednesday October 24
The Fitzroy Town Hall, Reading Room, Napier St, Fitzroy**

PRESENT: Board members: Meredith Carter, Charlie Salloum, Dan Barron, John Loke, Jennifer Botha, Donna Coelho, Amanda Stone and CEO: Brenda Carmen

IN ATTENDANCE: Please see attached attendance list

APOLOGIES: Chris Lockwood, Felicity Isaac, Liz Powell, Gina Signorello, Dorothy Scott, Katie Hooper, Anne Flynn, Cas O'Neill, Angela Karavidas, Beth Allen, Emma Gilbert, Jenny Mikakos MP, Georgie Crozier MP, Nina Springle MP, Linda Trounchian, Francis Broekman, Pam Jackson, Katie Hooper, Michelle Gardiner, Heidi Tucker, Caroline Buchanan, Kathryn Tatti, Carolyn Henderson, Kelly Winters

Item	Minute
1	Welcome Meredith Carter, Board President, as Chair of the meeting acknowledged the people of the Wurundjeri nation on whose land we were meeting, welcomed all guests and noted apologies received.
2	Mindfulness in Motion Demonstration The Chair introduced Mindfulness in Motion instructor Evan Dowling to outline the program and lead a demonstration by children participating in the program. Jennifer Botha thanked the children and Evan for their Mindfulness in Motion demonstration.
3	Acceptance of last year's 2017 AGM Minutes Jennifer Botha asked attendees to accept the AGM 2017 Minutes as being a true and accurate record of the 2017 AGM. Moved by Diane Harrison; seconded by Dan Barron. The motion was accepted by the meeting.
4	President's Report & tabling of 2018 Annual Report Attendees were provided with a copy of the 2018 Annual Report. The Chair gave a review of the President's report noting we are in the second year of our strategic plan. Our activities have included developing strong policy submissions and continued advocacy to the government for the provision of support and ongoing funding. This will enable PCA Families to expand and offer a wide range of services and support on the phone, online and face to face. Special mention to Donna Coelho for stepping up into the role of chair of the Fundraising and Marketing Committee and thanked Jennifer Botha for leading an internal audit of the organisation.
5	Treasurer's Report Attendees were provided copy of the 2018 Auditor's report. The Board Treasurer, Charlie Salloum, tabled the Report and other supporting financial reports and provided a brief overview of the key points of the audit and financial reports. Charlie particularly thanked William Buckland Foundation and DHHS for their funding as well as Grace Kasper for her diligence in maintaining PCA Families financial records.
6	Acceptance of financial statement and 2017 Annual report The Treasurer recommended the 2018 Annual Report and Financial Statement be accepted

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	<p>by the meeting. Moved by Amanda Stone, seconded by Donna Coelho. The motion was accepted by the meeting.</p> <p>Amanda Stone then presented a vote of thanks to Charlie for his commitment and long service to PCA Families Board in particular as Treasurer, serving on the Executive, FA&R and Board of Directors. He was presented with a community certificate awarded by OurCommunity on the nomination of PCA Families.</p>
6	<p>Thanks to Amanda Stone Dan Barron presented a vote of thanks to Amanda Stone for her dedication to PCA Families and including her long service as the Vice President as well as a member of the FA&R, Executive and a member of the Board for at least seven years. Amanda and Charlie were each presented with a gift to acknowledge the gratitude of PCA Families for their contributions.</p>
7	<p>Election of Board members and Executive. The Chair presented the election of Board members, as per part 5, division 3 of the PCA Families <i>Rules of Association</i> Under clause 50 of the current <i>Rules of Association</i>, I declare all positions of the committee vacant.</p> <p>The Chair advised that for the position of President, one nomination was received from herself, Meredith Carter. Further nominations were called for, and none received. The Chair declared herself, Meredith Carter elected President.</p> <p>The Chair advised that for the position of Vice President, one nomination was received from Donna Coelho. Further nominations were called for, and none received. The Chair declared Donna Coelho, elected Vice President.</p> <p>The Chair advised that for the position of Secretary, one nomination was received from Chris Lockwood. Further nominations were called for, and none received. The Chair declared Chris Lockwood, elected Secretary.</p> <p>The Chair advised that for the position of Treasurer, one nomination was received from Roslyn Rule. Further nominations were called for, and none received. The Chair declared Roslyn Rule, elected Treasurer.</p> <p>The Chair advised that for the role of Ordinary Member four nominations were received:</p> <ul style="list-style-type: none"> • John Loke • Dan Barron • Jennifer Botha • Alba Chliakhtine <p>The Chair put the recommendation “That there be four Ordinary Member positions on the Board appointed this year”. Moved by Amanda Stone, seconded by Jennifer Botha. The motion was accepted by the meeting.</p> <p>Further nominations were called for, and none received.</p>

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	<p>The Chair declared John Loke, Dan Barron, Jennifer Botha and Alba Chliakhtine elected as ordinary members of the Board</p> <p>The Chair further noted that members Kaisey Hayes and Kane Klinac are joining the Fundraising committee. All members of the Board and Fundraising Committee were congratulated on their appointments.</p>
8	<p>CEO Report</p> <p>Brenda reviewed the history of PCA Families from only five years ago being reliant totally on philanthropic funding to a strong relationship today with the Department of Health and Human Services and receipt of recurrent government funding. Brenda read to the meeting a letter just received from the Minister for Families, Children and Youth Affairs, Jenny Mikakos MP, complementing our work and agreeing to fund the development of a new case management system. This recognizes the complex work we do and the continued expansion of our support to members. Advocacy calls have increased in numbers. We support both metropolitan and regional engagement. Although PCA Families is not well funded in the intercountry adoption area, we still advocate and act proactively in this space. Although we have secured funding we still need to continue making gains for our members and the children they support including to push for research and diversify funding sources.</p>
9	<p>The Annual General Meeting closed at 7.30pm</p>
10	<p>Guest Speaker Corey White was introduced by Donna Coelho</p> <p>Corey spoke about his life living in out of home care and the importance of a stable, loving family, encapsulated by his comment that “The kingdom of myself was lost for want of love and affection”.</p> <p>John Loke thanked Corey for his moving speech and Corey was presented with a small gift. The evening concluded at 7.50pm for refreshments & socialising.</p>