

Minutes
ANNUAL GENERAL MEETING
Held at 4:30pm on 4 October 2022

No.	Item	Minute
1	<p>Meeting Open: 1631</p> <p>Welcome, acknowledgement of country</p> <p>Attendance</p>	<p>Ailsa McLaren, Andrew Glenn, David Kewley, Helen Woodbridge, Hilde Neilson, Joey Crawford, Lisa Cattaruzza, Sally Clark, Sally Faulkner, Tim Johns, Virginia Allanby, Stevie Dwyer (Corporate Member – Calvary South)</p>
2	Apologies	<p>Renee Bell, Lois Berry, Catryna Bilyk, Annetta Mallon, Berni Williams, Nita joy, Cheryl Salter, Nick Hobbs, Matina Cotton, Trevor Hoar, Fiona Pringle-Jones (late attendance),</p>
3	<p>Resolution 1: Acceptance of Minutes of Previous AGM (15 November 2019)</p>	<p>Do I have someone to move? Ailsa McLaren</p> <p>Do I have someone to second? Sally Faulkner</p> <p>The minutes from the AGM 2021 is now accepted.</p>
4	Chairs Report	<p><i>SUMMARISE SALLY'S REPORT</i></p> <ul style="list-style-type: none"> • 2021 key areas of work included continued updating of financial reporting processes and systems, reviewing, and revising the constitution, redeveloping risk framework, and reviewing strategic plan for development of key strategic measures of success. • 2021-22 we welcomed Her Excellency, the Honourable Barbara Baker AC Governor of Tasmania to be the first ever official patron. • Continued focus on empowering palliative care sector and community to support people with life limiting illness. In support of this, successful in securing \$4.25 million from Tasmania Government over 4 years. • Actively ensuring the government is aware of issues that impact our sector.

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5	Financial Report	<ul style="list-style-type: none"> • Project Costs down in comparison to budget and prior year due to some program delivery delays • Employment Costs and General & Admin up in comparison to prior year in relation to gearing up the organisation for delivery of new and expanded DOH contract. • Forward payment of a large chunk of DOH funding just prior to 30/06/2022. Had the following impacts on financials: <ul style="list-style-type: none"> ○ Extremely healthy bank balances (\$1.1mil of which relates to future year budgeted spending) Note 2 ○ Recognition of a Deferred Income Financial Liability of \$1.1mil (Income budgeted for spending in future income years) Note 8 ○ Unusually high Trade and Other Payables (due to \$135k of GST payable on this Grant income) Note 6 • Donated Property – introduced at estimated market value. Had the following impact on financials: <ul style="list-style-type: none"> ○ Has increased building assets as presented on balance sheet. Note 5 ○ Has increased organisation equity as presented on Balance Sheet. Note 9
6	Members Questions to Board	No questions were asked from present members.
7	Resolution 2: Acceptance of Financial Statements	<p>Do I have someone to move? Andrew Glenn</p> <p>Do I have someone to second? Sally Clark</p> <p>The financial report is now accepted</p>
8	Resolution 3: Acceptance of Annual Report	<p>Do I have someone to move? Tim Johns</p> <p>Do I have someone to second? Helen Woodbridge</p> <p>The annual report is now accepted</p>
9	Special Resolution 1: Adoption of Changes to the Constitution	<p>Members are asked to pass the following resolution as a special resolution:</p> <p style="text-align: center;"><i>“The Constitution of the Company is amended as follows:</i></p> <p><i>(a) Clause 11.1(a) of the Constitution is amended to change the maximum number of Directors from 8 to 9 so that clause 11.1(a) is delated and replaced with the following:</i></p> <p style="text-align: center;"><i>“The Company must have at least 5 and no more than 9 Directors.”</i></p> <p><i>(b) Clause 11.5(d) of the Constitution is to amended to change the term of office for Directors from 2 years to 3 years so that clause 11.5(d) is delated and replaced with the following:</i></p>

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		<p style="text-align: center;"><i>“Each Director must retire at least once every 3 years.”</i></p> <p>Do I have someone to move? AILSA MCLAREN</p> <p>Do I have someone to second? HELEN WOODBRIDGE</p> <p>We will now vote.</p> <p>Voting was a clear majority for</p> <p>SPECIUAL RESOLUTION HAS BEEN ACCEPTED AND PASSED.</p>
10	Special Resolution 2: Resolution to vote on appointment of directors together	<p><u>Retirements:</u> In accordance with rules 11.5(a)(i) of the Constitution, the following directors retire effective at the end of this Annual General Meeting:</p> <p style="padding-left: 40px;">Fiona Pringle-Jones</p> <p style="padding-left: 40px;">Sally Clark</p> <p><u>Nominations (reappointments):</u> In accordance with rule 11.5(e) of the Constitution the following members are eligible for reappointment as directors and have nominated for reappointment:</p> <p style="padding-left: 40px;"><i>Fiona Pringle-Jones</i></p> <p style="padding-left: 40px;"><i>Sally Clark</i></p> <p>Members are asked to pass the following special resolution -</p> <p>Special Resolution 2</p> <p><i>“In accordance with rule 11.3(d) of the Company Constitution members present resolve that the appointment of Directors of the Board may be voted on together.”</i></p> <p>Do I have someone to move? DAIVD KEWLEY</p> <p>Do I have someone to second? HELEN WOODBRIDGE</p> <p>We will now vote.</p> <p>Voting was a clear majority for</p> <p>The motion has been accepted and passed.</p>
11	Resolution 4 Election of Directors	<p><i>“In accordance with rule 11.3(c) of the Company Constitution, members present resolve that the following members are elected as Directors:</i></p> <p style="padding-left: 40px;">Fiona Pringle-Jones</p>

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		<p>Sally Clark</p> <p>Do I have someone to move? TIM JOHNS</p> <p>Do I have someone to second? HELEN WOODBRIDGE</p> <p>We will now vote.</p> <p>Voting was a clear majority for</p> <p>The motion has been accepted and passed.</p>
12	Retiring Directors	<p>Special mention to Ailsa McLaren, who at the beginning of the year retired from chair of Palliative Care Tasmania's Board. Before becoming chair, Ailsa was a board member for three years, and to this day, still supports the work that Palliative Care Tasmania does, and what we stand for.</p>
13	Inaugural Lifetime Membership Recognition of	<p>Lois Berry is the Manager of Hospice Care Association of North West Tasmania Inc and has been a member of Palliative Care Tasmania (PCT) since 2015. She remembers vividly the day she joined our organisation. It was on 28 May 2015 at the Tasmanian Association for Hospice and Palliative Care Inc's Tassie Communities Talk Death Forum. She was so impressed by what she was seeing that she joined that day.</p> <p>Over the last eight years Lois has been a champion of PCT. She is an avid learner and attends the majority of PCT education and community information session. She has engaged with PCT to help support NW volunteers through education. Whenever we have an event like our annual awards, conferences, community events, she is one of the first of our members to engage, support, and promote our work.</p> <p>Lois works tirelessly in NW Tasmania supporting volunteers in a palliative care setting. She has contributed to the growth of her organisation which now works hand in hand with Specialist Palliative Care Service North West.</p> <p>Lois' philosophy is that the role of volunteers is "being with the client" not "doing for client", that is the role of others like GPs, community providers and Specialist Palliative Care Services. This has been pivotal in supporting Tasmanians with a life limiting condition in NW Tasmania to access a quality of life that is meaningful for them.</p> <p>Lois' work in our sector, and her continued strong support of PCT is why the Board of PCT is commending her for lifetime membership.</p>
	Closing and Thanks	<p>Chair thanked all for attending and closed the AGM at 1651.</p>

