

MINUTES OF ANNUAL GENERAL MEETING
Held at Unit 1/10 Valente Close, CHERMSIDE on
Saturday, 23th September 2023 at 2pm

| Agenda Item | Description | Discussion |
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| 1 | Welcome, attendees and apologies | |
| | 1.1 Opening of the meeting | The QSA Board Chairperson Gerry Barry opened the meeting at 2.00 pm and welcomed all attendees |
| | 1.2 Attendees | As per the Attendance Sign in Sheet, there were 12 Full and Associate Members present. |
| | 1.3 Apologies | Apologies as per the attendance sheet |
| 2 | Recording of Proxies | |
| | 1.2 Recording of Proxies | 6 proxies were recorded |

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| 3 | Confirm the Minutes of the previous Annual General Meeting of members | |
| | 3.1 Confirm the minutes | <p>The minutes of the final QSA Ltd Annual General Meeting held on Saturday 10th September 2022 were circulated.</p> <p><i>The chairperson moved: That the minutes of the 2021/22 Annual General Meeting be Received and Accepted as a true record of the meeting held.</i></p> <p><i>Motion carried</i></p> |
| | 3.2 Matters Arising | <p>There were no matters arising from the minutes of the previous Annual General Meeting held</p> |
| 4 | Tabling of Reports | |
| | 4.1 Chairpersons Report | <p>Mr Gerry Barry presented the Chairman's Report as tabled. Accordingly it was moved that the Chairman's report be received and accepted.</p> <p>The Chairman also reflected on the additional significant challenges overcome by the QSA team during the last year.</p> <p>Kylie addressed the meeting giving credit to the guidance, work during his term as chairman and President.</p> <p><i>The chairperson moved: That the Chairman's Report be Received and Accepted</i></p> <p><i>Motion carried</i></p> |
| | 4.2 Annual Financial Statements and Auditors Report | <p>Mrs Kylie McGrory presented the Annual Financial Statement and notes to the accounts for the period 1 July 2022 to 30 June 2023 as tabled.</p> <p><i>The chairperson moved: That the Annual Financial Statement and Auditors Report be Received and Accepted</i></p> |

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| | | <i>Motion carried</i> |
| | 4.4 Business arising from the Annual Financial Statements and Auditors Report | There was no business arising from the Annual Financial Statements and Auditors report |
| 5 | Appointment of Auditor for 2023/2024 | |
| | 5.1 Thanks to Auditor and Internal Auditors | <p>The chairperson asked that members extend a formal thanks to our volunteer Internal Auditors Tony Haines and Luke Geutjes, and to our external Auditor Jonathon Hunt Mason of Leddys & Associates Pty Ltd</p> <p><i>The chairperson moved: That the services provided by Internal Auditors Luke Geutjes and Tony Haines and external auditor Jonathon Hunt-Mason be acknowledged.</i></p> <p><i>Motion Carried</i></p> |
| | 5.2 Appointment of the auditor for the next financial year | <p><i>The chairperson moved: That QSA Ltd. as a medium size charity appoint Jonathan Hunt-Mason of Leddys and Associates to perform the external review of Accounts for FY 23/24</i></p> <p><i>Motion carried</i></p> |
| 6 | 2024/2025 Queensland Stoma Association Ltd Subscription | |
| | 6.1 Set the 2024/2025 Annual Subscription | <p>The chairperson introduced the annual subscription for the period 1 July 2024 to 30 June 2025.</p> <p><i>The chairperson moved: That SAS Access Fee and QSA membership fees for 2024/2025 be set at a combined total of \$75, or \$65 for members who present a commonwealth concession card, or any greater amount determined by ACSA or the Department of Health.</i></p> <p><i>Motion carried</i></p> |

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| 7 | General Business | |
| | 9.2 Consideration for Life Membership | It was agreed that consideration for life memberships be held over to the 2023/2024 Annual General Meeting. |
| 8 | Other Business | |
| | 8.1 Other business | There was no other business for consideration |
| 9 | Election of Directors | |
| | 9.1 Election of Directors | <p>The QSA Ltd. Constitution requires that one third of the Board stand down each year. Gerry Barry and Jenny Spencer have stood down as required and have accepted nominations to be re-elected as Board Members.</p> <p>Director nominations have also been received from Mel Jackson and Michael Humphreys.</p> <p><i>The Secretary moved:</i> <i>That Gerry Barry, Jenny Spencer, Mel Jackson and Michael Humphry be appointed as Directors of QLD Stoma Association Ltd.</i></p> <p><i>Motion carried</i></p> <p>Gerry Barry stated that he would not be seeking reappointment as Board chairperson. A vote of thanks was extended to Gerry for his service to QSA members during his 54 years of leadership (President of the incorporated body and Chairperson of the Company Limited by Guarantee).</p> |

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| 10 | Thanks, and Meeting Close | |
| | 10.1 Thanks | Thanks were extended by the Chairperson to all Board Members, Staff and Volunteers who contribute to the success of QSA. |
| | 10.2 Set date for next meeting | The next Annual General Meeting was set for Saturday 7th September 2024 at 2.00pm |
| | 10.3 Meeting Close | There being no further business, the chairperson declared the meeting closed at 2.55 pm |

GERALD BARRY
DIRECTOR

Date _____