



Queensland
Stoma Association

ABN 82 438 903 230

MINUTES OF ANNUAL GENERAL MEETING
Held at Unit 1/10 Valente Close, CHERMSIDE on
Saturday, 13th September 2025 at 2pm

Agenda Item	Description	Discussion
1	Welcome, attendees and apologies	
	1.1 Opening of the meeting	The QSA Board Chairperson David Munro opened the meeting at 2.00 pm and welcomed all attendees
	1.2 Attendees	As per the Attendance Sign in Sheet, there were 15 Full and Associate Members present. The Chairperson declared that a quorum was present.
	1.3 Apologies	Apologies as per the attendance sheet 2 apologies
2	Recording of Proxies	
	2.1 Recording of Proxies	8 proxies were recorded The Chairperson held 3 proxies. The Secretary held 5 proxies.

3	Confirm the Minutes of the previous Annual General Meeting of members	
	3.1 Confirm the minutes	<p>The minutes of the last QSA Ltd Annual General Meeting held on Saturday 7th September 2024 were circulated.</p> <p><i>The chairperson moved:</i> <i>That the minutes of the 2023/2024 Annual General Meeting be Received and Accepted as a true record of the meeting held.</i></p> <p><i>For 15 Against 0 Abstain 0</i></p>
	3.2 Matters Arising	There were no matters arising from the minutes of the previous Annual General Meeting held
4	Tabling of Reports	
	4.1 Chairpersons Report	<p>Mr David Munro presented the Chairperson's Report as tabled. Accordingly it was moved that the Chairperson's report be received and accepted.</p> <p>The Chairperson discussed the increasing costs of delivering the Stoma Appliance Scheme and the lack of government recognition of those costs.</p> <p><i>The chairperson moved:</i> <i>That the Chairman's Report be Received and Accepted</i></p> <p><i>For 15 Against 0 Abstain 0</i></p>
	4.2 Annual Financial Statements and Auditors Report	<p>Mrs Kylie McGrory presented the audited Financial Statements for the period 1 July 2024 to 30 June 2025 as tabled.</p> <p><i>The chairperson moved:</i> <i>That the Annual Financial Statement and Auditors Report be Received and Accepted</i></p> <p><i>For 15 Against 0 Abstain 0</i></p>
	4.3 Business arising from the Audited Financial Statements for 24/25	There was no business arising from the Annual Financial Statements and Auditors report

5	Appointment of Auditor for 2025/2026	
	5.1 Thanks to Auditor and Internal Auditors	<p>The chairperson asked that members extend a formal thanks to our volunteer Internal Auditors Paul Myall and Luke Geutjes, and to our external Auditors Integrated Audit Service Pty Ltd.</p> <p><i>The chairperson moved:</i> <i>That the services provided by Internal Auditors Luke Geutjes and Paul Myall and the external auditor Integrated Audit Service Pty Ltd be acknowledged.</i></p> <p>For 15 Against 0 Abstain 0</p>
	5.2 Appointment of the auditor for the next financial year	<p><i>The chairperson moved:</i> <i>That QSA Ltd. appoint Integrated Audit Service Pty Ltd to perform the external review of Accounts for FY 25/26</i></p> <p>For 15 Against 0 Abstain 0</p>
6	2024/2025 Queensland Stoma Association Ltd Subscription	
	6.1 Set the 2025/2026 Annual Subscription	<p>The chairperson introduced the annual subscription for the period 1 July 2026 to 30 June 2027.</p> <p><i>The Chairperson moved:</i> <i>That the SAS Access Fee & QSA membership fees for 2026/2027 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>For 15 Against 0 Abstain</p>
7	General Business	
	7.1 General Business	There was no business for consideration
8	Other Business	
	8.1 Other business	There was no other business for consideration

9	Election of Directors	
	9.1 Election of Directors	<p>It was noted that the QSA Ltd. constitution requires that one third of the QSA Board stand down each year and that the maximum term of each QSA Director tenure is 3 years. It was also noted that the current tenure of Directors Geoff Melton and Verda McMahon have been fulfilled and that Director Mel Jackson has resigned effective 13/9/2025 to give effect to 1/3 of QSA directors standing down. Director nominations were received from Geoff Melton, Mel Jackson and Barrie Hurst.</p> <p><i>The Chairperson moved:</i> That the Director nominations received from Geoff Melton, Mel Jackson and Barrie Hurst be accepted, contingent upon all Directors meeting eligibility requirements for appointment as a QSA Director.</p> <p><i>For 15 Against 0 Abstain</i></p>

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 QSA AGM was set for Saturday 5th September 2026 at 2.00pm
	10.3 Meeting Close	There being no further business, the Chairperson declared the meeting closed at 2.17 pm.

DAVID MUNRO
CHAIRPERSON

Dated _____