



# Playgroup NSW

Playgroup NSW Inc.

ABN 97 616 861 198

2019 Annual General Meeting Minutes

6 November 2019



Held at: Coogee Dolphin St Scout Hall  
Cnr Dolphin and Mount Streets  
COOGEE NSW

# 2019 Annual General Meeting MINUTES

## Playgroup NSW Inc.

held on **Wednesday 6 November 2019** at Coogee Dolphin Street Scout Hall, Corner Dolphin and Mount Streets, COOGEE NSW.



### PRESENT

#### Playgroup NSW Board / Association Members

<b>Annette Ruhotas Morgan</b> , Chairperson / Member	<b>Janine Ferris</b> , Board Member / Member
<b>Tracey Watts</b> , Treasurer / Member	<b>Xin Yin Ooi</b> , Board Member / Member
<b>Tamera Lang</b> , Board Member / Member	

#### Playgroup NSW Members

Sabrina Angaru	Katie Hull	Sarah Porter	Berna Ozler
Nicola Blackmore	Eliana Kirk	Naya Potchananon	Cagla Ozturk
Monique Brown	Jutarat Liamchat	Eleanor Seaver	Maria Cerenkova
Manuela Callari	Amanda Lloyd	Anna Short	Alice McNeil
Louisa Fitzpatrick	Ealine Murphy	Hannah Sohail	Ellie Stockley
Julia Flynn	Petra Obr	Anastasia Thoroughgood	Shane Hudson
Jessica Gibson	Juliet Osborne	Nadia Wouters	Nikki Taituma
Niamh Breen	Pip Abott	Magz Lim	Nicola Davidson
Francisca Rendic			

#### Playgroup NSW Staff / Members

Sehr Minhas	Sefulu Lakopo	Toni Sheppard	Pam Amour
Kim Roberts	Louise Sufferini	Mel Hill	Erika Smith
Saadia Usman	Fiona Eyres	Elli Hyde	Danielle Johnson

### IN ATTENDANCE

**Daniel Muller**, Returning Officer / PGNSW Manager, Membership & Corporate Services

**Leanne Smith**, Governance House Pty Ltd (Minutes)

#### Playgroup NSW Speaker/s

**Nadene Lee**, Chief Executive Officer

### APOLOGIES

<b>Karen Lui</b> (Board Member)	<b>Karen Lu</b> (Board Member)
<b>Siobhan King</b> (Board Member)	<b>Bettina McMahon</b> (Board Member)
<b>Laura McCaughey</b> (Board candidate)	

## 1. CEO'S WELCOME

**Nadene Lee**

Welcomed all Members and guests to the 2019 Annual General Meeting (AGM) of Playgroup NSW Inc. (PGNSW / the Association), noting the changed format for the event, hosted by Dolphin Street Playgroup and incorporating a family fun day (a positive reflection of the organisation and all that it stands for).

Introduced Annette Ruhotas Morgan (Board Chairperson) to conduct proceedings.

## 2. ACKNOWLEDGEMENT OF COUNTRY

**Annette Ruhotas Morgan** Acknowledged the Gadigal and Bidjigal peoples, the traditional custodians of the land on which the meeting takes place and paid respect to Elders past, present and emerging.

## 3. OPEN MEETING & QUORUM

**Annette Ruhotas Morgan** Welcomed all attendees, noting that a quorum of 25 members was present in accordance with Clause 37.4 of the Constitution, and therefore that the 2019 Annual General Meeting (AGM) was able to transact business. Declared the meeting open at **10.50 am**.

Referred to the voting cards provided to each Member upon registration, indicating that the green card represents a vote in favour of a Motion before the meeting, with the red card a vote against the tabled Motion.

Reported that all resolutions would be determined on a show of hands.

## 4. APOLOGIES

*Apologies were received from Karen Lui (Board Member); Siobhan King (Board Member); Karen Lu (Board Member); Bettina McMahon (Board Member); and Laura McCaughey (Board candidate).*

## 5. CONFIRMATION OF MINUTES FROM PREVIOUS AGM

**Annette Ruhotas Morgan** Referred to the draft Minutes of the 2018 AGM held on **7 November 2018**, tabled with the Members for approval.

**RESOLUTION # 1** The Members unanimously resolved that in accordance with Clause 34.1 (a) of the Playgroup NSW Inc. Constitution, the Minutes of the 2018 Annual General Meeting of the Association held on **7 November 2018** be approved by the Members as a true and correct record of matters raised.

## 6. PRESENTATION OF THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

**Annette Ruhotas Morgan** Referred to the tabled Audited Financial Statements for the year ended 30 June 2019 and asked for any questions or comments.

**RESOLUTION # 2** The Members unanimously resolved to approve the Audited Financial Statements of Playgroup NSW Inc. for the financial year ended 30 June 2019 in accordance with section 44 of the *Associations Incorporation Act*.

## 7. APPOINTMENT OF AUDITOR

**Annette Ruhotas Morgan** Noted that as part of the day's proceedings, the Association is required to appoint an Auditor for the ensuing year, noting the Board's recommendation that the Members reappoint Stewart Brown (the incumbent Auditor).

**RESOLUTION # 3** The Members unanimously resolved to reappoint Stewart Brown as Auditors until the conclusion of the next Playgroup NSW Inc. Annual General Meeting at which the accounts are submitted to the Members, and authorises the Board of Management to determine the Auditor's remuneration.

## 8. VOTE OF THANKS TO FORMER CHAIRPERSON

**Annette Ruhotas Morgan** Moved a vote of thanks to the former Chairperson Bettina McMahon for having served and guided the Association for the previous five years.

Asked that the Minutes reflect the thanks of the Board, Members, staff and volunteers of Playgroup NSW Inc.

## 9. RESULTS OF THE ELECTION OF BOARD MEMBERS

**Annette Ruhotas Morgan** Thanked the nominees standing for election to the Board of Management, expressing gratitude for their willingness to be involved in the governance of the Association.

Confirmed that the candidates include two current Elected Board Members retiring by rotation in accordance with the Association's Constitution, and two Members of the Association.

Introduced Daniel Muller, the Board appointed Returning Officer to announce the results of the election.

**Daniel Muller** Discussed the distinction between Board Appointed and Elected Board members, noting that a number of Elected Board Members terms are continuing, including Siobhan King, who resides in regional NSW and therefore satisfies the requirements of Clause 19.1(c) of the Constitution that at least one Elected Board Member reside in a regional area.

Reported that Karen Lu and Xin Yin Ooi also continue their term as Elected Board Members.

Declared the results of the election as follows<sup>1</sup>:

- **Tamera Lang** – 31 Votes (elected);
- **Janine Ferris** – 22 Votes (elected);
- **Laura McCaughey** – 20 Votes (not elected);
- **Jessica Gibson** – 14 votes (not elected).

**Annette Ruhotas  
Morgan**

Noted that due to the requirements of the Constitution, there will be a number of vacancies for Elected Board Members each year, recommending that the candidates who were not successful this time around, consider standing again in a future year.

Thanked all nominees for their interest and extended congratulations to the elected candidates: Tamera Lang and Janine Ferris.

#### 10. ANY OTHER BUSINESS

*No other Business was tabled.*

#### 11. NEXT ANNUAL GENERAL MEETING

The next Annual General Meeting of the Association will be held within six months after the expiration of the 2020 Financial Year, with the date to be determined by the Board.

#### 12. MEETING CLOSE

**Annette Ruhotas  
Morgan**

Thanked all present for their attendance and participation.

Declared the formal business of the Playgroup NSW Inc. 2019 Annual General Meeting closed at **10.59 am**.

Signed as a true and correct record:

CHAIR

Date ..... /..... /.....

<sup>1</sup> 32 in person votes; 2 proxy votes and 23 online votes