

2020 Volunteering Victoria AGM Minutes

Location	Virtual - Zoom		
Time & Date	9:30am–12:30am, Monday 19 October 2020		
In Attendance <i>(Members)</i>	Adele	Horkings	RSPCA
	Alma	Limbrick	Campaspe Primary Care Partnership
	Andrea	Booth	Monash Health
	Andrea	Matheson	Volunteer Centre (The Centre for Continuing Education Inc.)
	Andrew	Coghlan	Volunteering Victoria
	Angela	Drane	Central Bayside Community Health Services
	Bernice	Dowling	Parks Victoria
	Bronwen	Clark	Volunteering Victoria
	Camellia	Sayed	Volunteering Victoria
	Carey	Richards	St John Ambulance Australia (Victoria)
	Carissa	Gilham	AMES
	Christine	Bell	Brimbank City Council
	Christine	Harrison	Road Trauma Support Services Victoria
	Clare	Evanson	The Royal Women's Hospital
	Connie-Marie	Caligiuri	The Royal Melbourne Hospital
	Danielle	Sweetman	Red Cross
	Delaney	Watts	Kids First Australia
	Di	Cahill	Office of the Public Advocate
	Dom	Szeker	Volunteering Victoria
	Edward	Holmes	South Port Day Links
	Emma	Short	Individual Member
	Erica	Breedon	Bayside City Council
	Erin	Hollis	City of Whitehorse
	Faith	Gachie	Red Cross
	Fiona	Noble	Star Health Group
	Gillian	Clegg	Whitelion Youth Agency
	Gillian	Garner	Volunteering Victoria
	Gillian	Kerr	Alfred Health
	Goldie	Pergl	University of Melbourne Student Union (USMU)
	Hazel	Maynard	Volunteering Victoria
	Heidi	Fisher	Moonee Valley City Council
	Heike	Fleischmann	Palliative Care Victoria Inc



Helen	Hunter	Bendigo Volunteer Resource Centre
Helen	Yorston	Bendigo Volunteer Resource Centre
Jan	Lucas	Volunteering Victoria
Jane	Lawson	City of Melbourne
Jean	Tusler	Hume City Council
Jenny	Stephen	Solve Disability Solutions
Jessica	Frost-Camilleri	Ballarat Foundation / United Way Ballarat
Jill	Wilson	Community Information & Support Victoria (CISVic)
Joannah	Coetzer	St Vincent de Paul Society Victoria
Jodi	Batchelor	Austin Health
Jonathan	Richards	Red Cross
Karen	Chatto	Girl Guides Association of Victoria
Kate	Freer	Australian Sports Museum Ltd (prev National Sports Museum Ltd (Melbourne Cricket Club))
Kathie	Olden	West Gippsland Libraries
Kelli	Nunes	Access Health & Community
Kerri	Brussen	JoCare
Kerry	Uren	Volunteering Victoria
Kerryn	Mitchell	Northeast Health Wangaratta
Kirsten	Fullarton	Individual Member
Kristina	Latham	Brotherhood of St Laurence
Kruti	Mehta	Brotherhood of St Laurence
Kylee	Bates	Ardoch
Kylie	Gerber	Volunteer Manager
Laura	Buck	The Royal Children's Hospital Foundation
Laura	Lynch	Boroondara Volunteer Resource Centre
Leesa	Riley	Parks Victoria
Lesley	Orrell	City of Wyndham
Lisa	Accadia	AMES
Maelor	Himbury	Individual Member
Marg	Joiner	Zoos Victoria
Marieke	Dam	Centre for Participation
Marijke	Fotia	Volunteer West
Meg	Jenkins	Public Record Office Victoria
Meg	Werner	National Stroke Foundation
Melanie	Andresen	Yarra Plenty Regional Library
Michael	Wilson	Volunteering Victoria
Niamh	Condren	The Royal Women's Hospital
Pam	Kappelides	Latrobe University
Rob	Lutter	Volunteering Victoria
Rory	Sackville	RACV



	Rosy	SataneK	Volunteering Victoria
	Sally	Scerri	Ronald McDonald House VIC TAS
	Sara	Sterling	Volunteering Victoria
	Sasha	Earle	Brotherhood of St Laurence
	Scott	Miller	Volunteering Victoria
	Sharon	Walsh	Bendigo Health
	Stacy	Frendo	Berry Street
	Sue	Cunningham	Red Cross
	Sue	Dunne	Mercy Health
	Sue	Jakob	Pinarc Disability Support
	Susie	Novella	Department of Environment, Water, Land and Planning
	Suzanne	Larsson	National Stroke Foundation
	Tanya	Hendry	Whitelion Youth Agency
	Vera	Lubczenko	Department of Environment, Water, Land and Planning
	Koonie	Karinsen	AMES
	Kylie	Semple	Volunteer Manager
	Lauren	Coburn	Red Cross
	Lee	Barker	Eastern Volunteers
	Lillian	Santoro- Woolmer	Maribyrnong City Council
	Lisa	Richards	Cobaw Community Health Service
	Paul	Chew	ANZ Australia
	Raelene	Williams	Country Fire Authority
	Rita	Lang	Bridges Connecting Communities Ltd
	Sally	Dusting-Laird	Coonara Community House (Volunteer for Knox)
	Silvana	Portaro	DPV Health (formerly Dianella Health)
	Sue	Sloan	Boroondara Volunteer Resource Centre
	Tanya	Di Michele	Volunteering Victoria
	Terry	Larkman	Glen Eira City Council
	Thu-Trang	Tran	Volunteer West
	Tracey	O'Neill	Austin Health
	Wendy	Wood	Guide Dogs Victoria
	Brett	Holland	Crimcheck Ltd
In Attendance <i>(Non-Members)</i>	Amy	Hills	ERC VIC
	Anthony	Carbines	DHHS
	Arthur	Stukas	Latrobe University
	Cherie	Draper	
	Claire	Ellis	
	Emma	Beaton	
	Evelyn	O'Loughlin	Volunteering NT



Genia	Sawczyn	DHHS
Georgina	Stayches	
Helvi	Apted	DHHS
Janet	Pearce	Macedon Ranges Shire Council
Josephine	Beer	DHHS
Joy	Lobo	
Julia	Michaux	DHHS
Kaitlyn	O'Kane	DHHS
Perolas (performers)		
Rohan	Puri	University of Tasmania
Rohit	Maru	
Rosemary	Joiner	West Gippsland Health Care Group
Sandra	(Anthony Carbines) DHHS	DHHS
Sarah	Berry	
Kellie	May	Family & Community Services NSW
Kim	Boswell	The Forever Agenda
Lauren	Irvin	Ballarat Hospice Care
Lisa	Schimanski	Volunteering Tasmania
Luci	Mumme	Johnson Winter & Slattery
Lucy	Salinas	
Mara	Basanovic	Volunteering Queensland
Megan	Dehne	We Are Vivid
Meredith	Blais	Volunteering WA
Narelle	Smith-Haslett	
Nicola	Young	DHHS
Pakiza	Syed	
Paul Muller	Paul Muller	
Perla	Protacio	DHHS
Rikki	Anderson	Volunteering Qld
Shae	Huddleston	Institute of Project Management
Shannon	Davis	BawBaw Shire Council
Shari	Butcher	Echuca Regional Health
Sue	Regan	Volunteering Australia
Sue	Sedelies	Alexandra Community Hub
Susan Ennis	Ennis	
Tessa	Fisken	
Thathathai	Singsa	
Tony	Isaacson	
Uncle Bill	Nicholson	
Vanessa	Codling	Volunteering Queensland
Vanessa	McDonald	Emergency Management Victoria



Apologies <i>(Members)</i>	Alice	Dickins	Heide Museum of Modern Art
	Amber	Dick	Ardoch
	Ang	Cuy	YMCA
	Angela	Seach	Volunteering Victoria
	Ann	Burgess	SEV
	Anna	Hutchens	Brotherhood of St Laurence
	Aoife	Cooke	Department of Justice and Community Safety Victoria
	Ashlee	Hope	Parks Victoria
	Ayden	Shaw	Disability Sport & Recreation
	Aylin	Basoglu	The Australian Red Cross
	Bianca	Mologousis	Startup Victoria
	Bradley	Smith	Volunteering Victoria
	Bron	Summers	Aged Care Melbourne
	Caroline	Henwood	Inspector-General for Emergency Management
	Christine	Crosby	The Australian Red Cross
	Christine	Stankowski	Lort Smith
	Christopher	Vogt	Uniting Vic.Tas
	Con	O'Brien	Volunteering Victoria
	Daniel	Bryen	Thorne Harbour Health
	Del	Stitz	Glen Eira U3A
	Dominique	Aprea	Australian Red Cross Lifeblood
	Emma	Blair	Brotherhood of St Laurence
	Fatima	Milhem	DPV Health
	Fay	Loveland	
	Fiona	Elliott	Road Trauma Support Services Victoria
	Geoff	Sharp	Volunteering Victoria
	Hannah	Sarsons	Department of Environment, Land, Water and Planning
	Helen	Coleman	
	Helen	Uliando	CCG
	Jill	Wilson	CIS VIC
	Kara	Bishop	VFBV
	Katherine	Green	Volunteering Queensland
	Kerry	Laurie	CFA Victoria
	Kevin	Mackin	Royal Victorian Association of Honorary Justices
	Kristina	Latham	Brotherhood of St Laurence
	Lou	Cooney	Very Special Kids
	Luz	Bland	DHHS
	Maiaan	Galant	Ardoch
	Maria	Wik	Brotherhood of St Laurence



Mary	Lennard	City of Melbourne
Melissa	Campbell	Make a Wish Australia
Mia	Cox	The Australian Red Cross
Michele	Murray	The Smith Family
Narelle	Smith	The Australian Red Cross
Rebecca	Miller	Seek Volunteer
Rose	Streatfeild	Greyhound Racing Victoria
Rosemary	Kelly	FareShare
Ruby	Jacobs	Volunteering Victoria
Sally	Cooke	Justice Connect
Samantha	Barlow	Northern Community Church of Christ
Samantha	Ellison	Casey City Council
Sara	Luckman	Swinburne University
Sarah	McPherson	Sustainability Victoria
Shannon	Fielder	Golden Plains Shire
Shirlene	Standish	Social Education Victoria
Simone	Schweigert	
Stef	Ball	Ballarat Foundation
Sue	Woodward	Justice Connect
Susan	McLaine	State Library Victoria
Theresa	Mangion	
Tom	Mogford	Ardoch
Trish	Roche	City of Greater Dandenong
Veronika	Pradel	Moreland City Council
Virginia	Cummings	Road Trauma Support Services Victoria
Vivienne	Cunningham-Smith	Eastern Volunteers
Wayne	Lovie	Mornington Peninsula Shire

Time	Item	Who
9:31am	<p>Welcome</p> <p>Uncle Bill Nicholson delivered the Welcome to Country, thanking Volunteering Victoria for incorporating a Welcome to Country into the AGM as this is a great sign of respect.</p> <p>“If respect is not gained it is very hard to welcome.”</p>	<p>Uncle Bill Nicholson / Scott Miller (CEO)</p>



	<p>As an Elected Leader and Elder Uncle Bill conveyed the greetings of the Wurundjeri people.</p> <p>Uncle Bill noted the basis of any culture is language which is being brought back as part of the healing and reconnecting to identity. He acknowledged the elders of the land, past, present and emerging, and the cultural leaders, fallen warriors and clans.</p> <p>Uncle Bill called on people who call Australia home to try their best to understand their responsibilities to Country and to each other.</p> <p>Scott Miller, Chief Executive at Volunteering Victoria, thanked Uncle Bill for the introduction, noting that the organisation appreciates and respects the role the Welcome plays in an occasion such as this.</p> <p>Link to the welcome: https://youtu.be/esR8-WNIZWw</p>	
11:38	<p>Annual General Meeting of Volunteering Victoria</p> <p>1. Confirmation of Minutes of the 2019 AGM</p> <p>Scott Miller introduced the Chair of Volunteering Victoria, Bronwen Clark.</p> <p>Bronwen Clark welcomed all participants. She noted that Volunteering Victoria is very proud of the State of Volunteering Report and is grateful to everyone who contributed. She formally opened the AGM, acknowledging that she is appearing from the lands of the Boonwurrun people of the Kulin nation and paid her respects to elders past and present and to any other elders who may be present today. She acknowledged the traditional owners of land across Victoria on which the work of Volunteering Victoria is done. She thanked Uncle Bill Nicholson for his Welcome.</p> <p>Bronwen Clark confirmed the meeting had a quorum. She confirmed that the Minutes of the 2019 Annual General Meeting were circulated on 23 September and are available on the Volunteering Victoria website.</p> <ul style="list-style-type: none"> • Motion: that the Minutes of the 2019 Annual General Meeting as circulated be confirmed as a true record. Bronwen Clark called for any changes or objections. 	<p>Scott Miller / Bronwyn Clark (Chair)</p> <p>Bronwyn Clark</p>



- Moved: Bronwen Clark
- Seconded: Helen Yorsten

With no objections noted, the Minutes were approved.

The *Minutes of the 2019 Annual General Meeting* are available on the Volunteering Victoria website at:

<https://www.volunteeringvictoria.org.au/wp-content/uploads/2020/08/Minutes-2019-AGM.pdf>

2. Chair's Report on the 2019- 2020 Annual Report

Bronwen Clark confirmed that the 2020 Annual Report was circulated this morning. She made a few overarching comments on the activities of Volunteering Victoria, as this had been a big year for Volunteering Victoria and a time of immense challenge to everyone. She noted that she is grateful to the members of Volunteering Victoria, and to the Volunteering Victoria team both volunteers and staff for all that has been achieved this year. She noted that Volunteering Victoria has made considerable progress against the four pillars of the 2019/2020 Strategic Plan.

The 2019/2020 financial year has been a year of significant upheaval both social, economic and environmental and everyone has had to pivot and reinvent themselves to respond to the needs.

This has been a challenge but the organisation had come through it successfully like many volunteering organisations have. The research done earlier in the year showed that the pandemic has had a very significant impact on volunteering, however the State of Volunteering Report has underlined the strong sense of resilience. Bronwen Clark also noted that in such difficult times Volunteering Victoria's role as the key conduit and advisor to Government and Volunteering Victoria's role as leaders of responsive professional development which has been reinforced.

Volunteering Victoria continues to practice under the values of collaboration, innovation and accountability.

Bronwen Clark noted that under the pillar of a strong volunteering sector, Volunteering Victoria was proud of the implementation of the world's first CPD program for leaders of volunteers. As a response to COVID Volunteering Victoria has streamlined resources and information and along with CPD VV has a strong set of workshops, webinars, special interest groups and other activities. She noted the major development with VolPoll, expressing gratitude to the State government for its support of this while also securing 10 scholarships for members for the Cert IV in Volunteer Coordination. With respect to the pillar of promotion of meaningful volunteering, was the completely online broadcast of National Volunteer Week. She noted

**Bronwen
Clark**



that while this may not have been an in-person celebration, it was still held and was significant. She also noted the completion of the Victoria Alive project and the holding of the State Awards. Bronwen Clark confirmed the third pillar of advocacy for the sector which built on relationships with the Parliamentary Secretary and the staff of DHHS, mostly through Volunteering Victoria's CEO, working side by side to progress the sector.

At the Federal level, Volunteering Victoria continues to work closely with Volunteering Australia and the Chief Executives Network (CEON) and at state level with the volunteer support network, noting that Volunteering Victoria has benefited from this. Bronwen Clark mentioned the final pillar, organisational capability and capacity which she confirmed the pride of the Board in the stability and high achievement of the organisation. She confirmed that Volunteering Victoria is meeting the targets set out in its Strategic Plan and Operational Plan.

Bronwen Clark acknowledged the leadership of Angela Seach last year up to Nov 2019. She confirmed that Volunteering Victoria had posted a sizable surplus which enabled Volunteering Victoria to embed good practice and have resilience. She thanked Volunteering Victoria members for ongoing support as well as Scott Miller and the Volunteering Victoria team indicating that the Board is very grateful their dedication and commitment. Bronwen Clark thanked the Board members noting that she is grateful for their input.

- Motion: that the Chairperson's 2019-2020 Report be accepted. Bronwen Clark called for any questions.
- Moved: Bronwen Clark
- Seconded: Luci Mumme

With no objections noted, the Chairperson's 2019-2020 Report was approved.

3. Financial Report for the Year Ended 30 June 2020

Bronwen Clark welcomed and introduced Michael Wilson, Director and Treasurer of Volunteering Victoria, to address the organisation's 2019/2020 financial report.

Michael Wilson confirmed that the auditors have agreed that the financial statements present fairly and they accurately reflect the financial situation at Volunteering Victoria up until the end of June 2020. He noted that Volunteering Victoria almost doubled the retained surplus this last financial year and reflects a much more stable situation than previous years. Volunteering Victoria had a successful year securing Government funding. Membership activity remains stable. He acknowledged that part of the income was from the Job keeper and cash flow funding boost from the Federal



<p>Government which has helped in putting Volunteering Victoria into this strong position.</p> <p>With respect to expenses Volunteering Victoria remains conscious of spending money wisely which has been done well this year. The Finance Committee together with the CEO spent a lot of time understanding where money is spent and making sure this is reported as well as it should be. He confirmed that the Board is continuously looking at the reporting system. He noted, looking forward, that membership numbers may remain under pressure but the organisation was still projecting a surplus for this year. He noted further that much of the funding on hand is designated for grant payments.</p> <ul style="list-style-type: none"> • Motion: that the Financial Report for Year Ended 30 June 2020 be accepted. • Moved: Michael Wilson • Seconded: Kerry Uren <p>With no questions or objections noted, the Financial Report for Year Ended 30 June 2020 was approved.</p> <p>The audited Financial Report for the year Ended 30 June 2020 is available on the Volunteering Victoria website at: https://www.volunteeringvictoria.org.au/wp-content/uploads/2020/10/2020-Volunteering-Victoria-Inc.-Annual-Report.pdf</p> <p>4. Re-appointment of Directors</p> <p>Bronwen Clark noted that four vacancies that had become available were advertised and four nominations were received. Bronwen Clark announced the formal re-appointment of and welcomed back the following directors to the Board of Volunteering Victoria: Lucie Mumme, Con O'Brien, Geoff Sharp and Bradley Smith.</p> <p>5. Notices of Motion</p> <p>As published on the Volunteering Victoria website, any Full Member or Director may submit a Notice of Motion.</p> <p>Bronwen Clark noted that no Notices of Motion were received.</p> <p>6. Special Resolutions</p> <p>Bronwen Clark noted that no Special Resolutions were received.</p>	<p>Michael Wilson (Director and Treasurer)</p>
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	<p>7. Report of the CEO on the Delivery of the Strategic Plan during 2019/2020</p> <p>Scott Miller remarked that one could not anticipate a year ago the changes to the lives of all due to COVID. The collision of health and the economy showed how vulnerable people were in the world, exposing failings in existing systems within civil society and showing up inequalities.</p> <p>Notwithstanding the challenges, organisation continues to organise and connect and ensure that their agency remains a great source of resiliency. Re-opening doors remains Volunteering Victoria’s greatest issue and Volunteering Victoria will continue to provide support as best as it can.</p> <p>Scott Miller reported back on what Volunteering Victoria undertook to deliver against its Strategic Plan. He summarised the undertaking made and delivery against these as detailed in the 2020 Annual Report. This included maximising the impact of CPD, working closely with state government to maximise the opportunities a state volunteering strategy provides volunteers and communities, to innovate with a new technology platform to support grassroots VIOs which saw the delivery of VolPoll with state government funding, to develop an advocacy strategy to complement the work of Volunteering Victoria members to engage with the state government, and the huge achievement in the delivery of the State of Volunteering Report.</p> <p>Scott Miller noted that Volunteering Victoria continues to produce and develop online resources, professional workshops and masterclasses. As a membership organisation Volunteering Victoria relies on members remaining actively involved.</p> <p>As detailed in the Annual Report, Volunteering Victoria has done its best to try and build a strong and vibrant volunteering community that is inclusive, respected and sustainable. Scott Miller confirmed that Volunteering Victoria has lived the values of collaboration, accountability and innovation, noting that the numbers speak for themselves. He commended the strong Volunteering Victoria team which he said set a high standard which was a privilege to lead and be led. He made specific mention of staff, volunteers and consultants and thanked Volunteering Victoria funders at DHHS, noting the confidence and support of Josephine Beer and Nicola Young in particular. Scott Miller thanked the Chair, Bronwen Clark and the Board who have made sure that Volunteering Victoria has stayed true to its vision and mission.</p> <p>Scott Miller said he hoped next year to see further progress to return volunteers safely and effectively from COVID.</p>	<p>Bronwyn Clark</p> <p>Bronwyn Clark</p> <p>Scott Miller</p>
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	<p>Volunteering Victoria awaits the review on the volunteer management activity decision and with government support VV will deliver VolPoll and the WeVolunteer platform.</p> <p>Scott Miller reported on two opportunities to distribute grant funding to applicants on behalf of government, while Volunteering Victoria's new advocacy webpage will keep Volunteering Victoria accountable to its members on how Volunteering Victoria advocates for the sector. Scott Miller listed a range of new initiatives expressing his gratitude to members.</p> <ul style="list-style-type: none"> • Motion: that the Report on the Delivery of the Strategic Plan be accepted. • Moved: Scott Miller • Seconded: Helen Yorsten <p>With no objections noted, the Report on the Delivery of the Strategic Plan was approved.</p> <p>Annual Report link: https://www.volunteeringvictoria.org.au/wp-content/uploads/2020/10/VV_Annual-Report_16.10.20_DOUBLE.pdf</p>	
12.06am	<p>8. AGM Close and Thanks</p> <p>Bronwyn Clark closed the formal business of the 2020 Annual General Meeting.</p> <p>Scott Miller thanked all participants for their time and patience and confirmed he was looking forward to working with members during the next year. He noted that Volunteering Victoria's Dominic Szeker will be available to assist with matters arising out of the State of Volunteering.</p>	<p>Bronwen Clark and Scott Miller</p>

