

2021 Volunteering Victoria AGM Minutes

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| Location | Virtual - Zoom | |
| Time & Date | 10:30am – 11:00am, Thursday 25 November 2021 | |
| In Attendance <i>(Members)</i> | Adele Horkings | RSPCA (Victoria) Inc |
| | Alexis Carydis | Volunteering Victoria |
| | Alice Dickins | Zoos Victoria |
| | Alice Saunders | State Library Victoria |
| | Andrew Eales | Ballarat Foundation |
| | Angela Kalliakoudis | RSL Victoria |
| | Angela Seach | Volunteering Victoria |
| | Anna Caleo | Fitzroy Legal Service |
| | Anna Hutchens | Brotherhood of St Laurence |
| | Antoine Guillemette | Volunteering Victoria |
| | Ash Lee | Volunteer West |
| | Bec Cross | Department of Environment, Land, Water and Planning |
| | Belinda Huggins | City of Kingston |
| | Bradley Smith | Uniting Vic.Tas |
| | Britt Carman | Brotherhood of St Laurence |
| | Bron Summers | VMCH (Villa Maria Catholic Homes) |
| | Bronwen Clark | Volunteering Victoria |
| | Camellia Sayed | Volunteering Victoria |
| | Cathy Wilmott | Cranbourne Information & Support Service Inc |
| | Christine Ward | Eastern Health |
| | Christine Bell | Brimbank City Council |
| | Christopher Vogt | Uniting Vic.Tas |
| | Clare Evanson | The Royal Women's Hospital |
| | Emma Hofmeyer | Greater Shepparton City Council |
| | Connie Caligiuri | The Royal Melbourne Hospital |
| | Craig Edwards | KPMG |
| | Daniela Gullaci | City of Whittlesea |
| | Deb Hall | Boroondara Aged Services Society (BASS Care) |
| | Drue Shultz | Parks Victoria |
| | Emily Smith | Mercy Health |
| | Emma Antonetti | Whittlesea Community Connections |
| | Emma Short | The Heart Foundation |
| | Erica Breedon | Bayside City Council |
| | Geoff Sharp | Volunteering Victoria |
| | Gillian Garner | Volunteering Victoria |



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| Gillian Kerr | Alfred Health |
| Hayley Peck | Central Bayside Community Health Services |
| Hazel Maynard | Volunteering Victoria |
| Heidi Fisher | Moonee Valley City Council |
| Heike Fleischmann | Palliative Care Victoria Inc |
| Helen Coleman | |
| Helen Hunter | Volunteering Geelong Inc |
| Helen Yorston | Bendigo Volunteer Resource Centre |
| Jade McIlfatrick | Volunteering Victoria |
| Jan Lucas | Volunteering Victoria |
| Jean Tusler | Hume City Council |
| Jen Frees | Volunteering Victoria |
| Jenna Chia | Volunteering Victoria |
| Jenny Stephen | Solve Disability Solutions |
| Jillian Anderson | Boroondara Volunteer Resource Centre |
| John Carruthers | Castlemaine-Maryborough Rail Trail |
| Kellie Holland | Counterpart |
| Kelly Bevan | Parks Victoria |
| Kerry Uren | Interchange Network |
| Kerryn Mitchell | Northeast Health Wangaratta |
| Kylie Semple | Starlight Children's Foundation |
| Laura Bristow | Bayside City Council |
| Laura Lynch | Boroondara Volunteer Resource Centre |
| Layle Ward | Monash Health |
| Leanne Riggs | Parks Victoria |
| Leesa Riley | Parks Victoria |
| Lillian Santoro-Woolmer | Maribyrnong City Council |
| Liz Ross | Volunteering Victoria |
| Maelor Himbury | |
| Matt Temple | Seek Limited |
| Maureen LeGassick | Volunteering Victoria |
| Meg Werner | National Stroke Foundation |
| Melissa Wright | Volunteering Victoria |
| Meri Ivanovska | Banyule Nillumbik Local Learning and Employment Network |
| Michael Wilson | Wilson Business Services |
| Michelle Pitman | Centre for Participation |
| Mimi.Laurilla | Annecto Speakers Bank |
| Neslihan Davey | Family Life |
| Nitty Brown | Australian Breastfeeding Association Vic |
| Penny Aquino | The Salvation Army |
| Peter Wingate | Volunteering Victoria |



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| | Sally Bodinnar Sally Cooke Sally Dusting-Laird Sam Ellison Sara Sterling Scott Miller Simone Bajzelj Stacey Oliver Sue Sloan Susie Novella Suzanne Larsson Tanya Hendry Tarryn Firman Thu-Trang Tran Tracy Neave Tracey O'Neill Vera Lubczenko Vittoria Tonin | Old Treasury Building Wyndham Council Coonara Community House (Volunteer for Knox) City of Casey Volunteering Victoria Volunteering Victoria Banyule Nillumbik Bulleen Ballarat Foundation Boroondara Volunteer Resource Centre Department of Environment, Land, Water and Planning National Stroke Foundation Whitelion City of Wodonga Volunteer West Colac Area Health Brotherhood of St Laurence Department of Environment, Land, Water and Planning Volunteering Victoria |
| In Attendance <i>(Non-Members)</i> | Anne Smyth Anthony Carbines Cathy Howard Celia Tran Chris Brodie David Tournier Genia Sawczyn Geraldine Quinn Helen Masters Josephine Beer Lisa Schimanski Liz Dimitriadis Matthew Walton Perla Protacio Ron Andrews Rosemary Joiner Russell Jaffe Ruth Osborne Sandra Abouzeid Sharon Vis Sharlene Giddens | |
| Apologies | Kate Wheller | Community Information & Support Victoria (CISVic) |



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| <i>(Members)</i> | Kirsty Cadusch | Victorian State Emergency Service |
| | Laureen Smith | |
| | Margarete Lehmann | Make A Difference Dingley Village |
| | Michelle Lawrence | Hobsons Bay City Council |
| | Michele Murray | The Smith Family |

| Time | Item | Who |
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| 10:30 am | <p>Welcome</p> <p>Bronwen Clark, the Chair of the Board of Directors of Volunteering Victoria, opened the meeting and welcomed all participants.</p> <p>Bronwen Clark introduced David Tournier of the Boon Wurrung Senior Cultural Office who delivered the Welcome to Country</p> <p>Bronwen Clark thanked David Tournier and acknowledged that she is appearing from the lands of the Boon Wurrung 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.</p> <p>Bronwen Clark introduced Anthony Carbines MP, Parliamentary Secretary for Carers and Volunteers who formally opened the Annual General Meeting.</p> <p>Link to the recording of the AGM</p> | <p>Bronwen Clark</p> <p>David Tournier</p> <p>Anthony Carbines</p> |
| 10:40 am | <p>Annual General Meeting of Volunteering Victoria</p> <p>1. Confirmation of Minutes of the 2020 AGM</p> <p>Bronwen Clark confirmed the meeting had a quorum. She confirmed that the Minutes of the 2020 Annual General Meeting were circulated to Members on 28 October 2021 and are available on the Volunteering Victoria website.</p> <ul style="list-style-type: none"> • Motion: that the Minutes of the 2020 Annual General Meeting as circulated be confirmed as a true record. Bronwen Clark called for any changes or objections. • Moved: Helen Yorsten (Bendigo Volunteer Resource Centre) • Seconded: Heike Fleischman (Palliative Care Victoria Inc) <p>With no objections noted, the Minutes were approved.</p> | <p>Bronwen Clark</p> |



The *Minutes of the 2020 Annual General Meeting* are available on the Volunteering Victoria website at:

[AGM-Minutes-2020.pdf \(volunteeringvictoria.org.au\)](#)

2. Notices of Motion

As published on the Volunteering Victoria website, any Full Member or Director may submit a Notice of Motion.

Bronwen Clark noted that no Notices of Motion were received.

3. Special Resolutions

Bronwen Clark noted that no Special Resolutions were received.

4. Chair's Report on the 2020 - 2021 Annual Report

Bronwen Clark confirmed that the 2020 - 2021 Annual Report was circulated to Members on 24 November 2021 and is available on the Volunteering Victoria website. She made a few brief comments, noting the ongoing challenges to the sector. She confirmed that the Report evidences that Volunteering Victoria had lived its values of collaboration, innovation and accountability. She highlighted a number of the great successes of Volunteering Victoria during the period of the Report, including:

- the ISO Quality Accreditation which was achieved in August 2021, making Volunteering Victoria one of the few community organisations to obtain this international certification;
- the proactive and rigorous approach taken by Volunteering Victoria to the changes to the funding under the Volunteer Management Activity;
- advocacy by Volunteering Victoria through numerous submissions, events and involvement on the Victorian Volunteer Strategy task force.

Bronwen Clark outlined a number of strategies which were re-enforced during this reporting period, including continuing to advocate strongly for viable place-based volunteering services; and the commencement of a pragmatic strategy around equity, diversity and inclusion, with the submission of Volunteering Victoria's Reconciliation Action Plan (Reflect) for endorsement by Reconciliation Australia.

- **Motion:** that the Chairperson's 2020-2021 Report be accepted. Bronwen Clark called for any questions
- **Moved:** Kerry Uren (Interchange Network)
- **Seconded:** Penny Aquino (The Salvation Army)

With no objections noted, the Chairperson's 2020-2021 Report was approved.

[Link to 2020 - 2021 Annual Report](#)

**Bronwen
Clark**



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| | <p>5. Financial Report for the Year Ended 30 June 2021</p> <p>Bronwen Clark welcomed and introduced Michael Wilson, Deputy Chair and Treasurer of Volunteering Victoria, to deliver the organisation’s 2020/2021 financial report.</p> <p>Michael Wilson provided a quick overview of the Financial Report. He 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 remains in a solid financial position. Revenue increased substantially during the reporting period partially due to the new funding streams, as did expenses, including an exceptional item being a an historical SCHADS award leave loading liability going back 6 years which was addressed by management. Volunteering Victoria had developed a number of solid financial processes which would ensure that reporting standards remain high. He noted that a surplus is predicted in 2022.</p> <ul style="list-style-type: none"> • Motion: that the Financial Report for Year Ended 30 June 2021 be accepted. • Moved: John Carruthers (Castlemaine-Maryborough Rail Trail) • Seconded: Tracey O’Neil (Austin Health) <p>With no questions or objections noted, the Financial Report for Year Ended 30 June 2021 was approved.</p> <p>Link to audited Financial Report for the year Ended 30 June 2021 which is available on the Volunteering Victoria website.</p> <p>6. Appointment of Director</p> <p>Bronwen Clark introduced the Returning Officer, Craig Edwards of KPMG to confirm the outcome of the nomination process to fill the one vacancy for a Director. Craig Edwards noted and confirmed that the required procedures had been followed and that Ash Lee had been confirmed as the new Director of Volunteering Victoria.</p> <p>Bronwen Clark welcomed Ash Lee to the Board of Directors of Volunteering Victoria.</p> <p>7. Report of the CEO on the Delivery of the Strategic Plan during 2020/2021</p> <p>Bronwen Clark introduced Scott Miller, CEO of Volunteering Victoria, to present his report. Scott Miller noted a number of outcomes delivered by the Volunteering Victoria team during the period of this report including:</p> <ul style="list-style-type: none"> • finalisation of the State of Volunteering report; | <p>Bronwen Clark</p> <p>Michael Wilson</p> <p>Bronwen Clark</p> <p>Craig Edwards</p> <p>Scott Miller</p> |
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| | <ul style="list-style-type: none"> • sector development activities and supporting leaders of volunteers during very challenging times; • remedying of SCHADS award inconsistencies; and • delivering the WeVolunteer program. <p>Scott Miller noted that he anticipated another big year next year, with an influx of funding, the redefining of the volunteer management activity which has been lead with the values of collaboration, accountability and transparency and the continuation of the weVolunteer program. He confirmed that Volunteering Victoria would continue to engage with the State Government on the Victorian Volunteer Strategy and that Volunteering Victoria would be holding a State Conference in June 2022. Acknowledging the organisation’s partnership with Members, he thanked and welcomed Members for their expertise and contribution.</p> | |
| 11.02 am | <p>8. AGM Close and Thanks</p> <p>Bronwen Clark acknowledged and thanked Angela Seach for her 9 year term as a Director of Volunteering Victoria, including 3 years as Chair.</p> <p>Bronwen Clark closed the formal business of the 2021 Annual General Meeting.</p> | Bronwen Clark |

