2023 ANNUAL GENERAL MEETING - MINUTES

The following is the Agenda of the Annual General Meeting of members of the Cairns RSL Sub Branch Inc will be held at the Catalina Room RSL Building 115 Esplanade Cairns.

Sunday 18 June 2023 @ 2pm

1. Opening of Meeting: 14:03

2. Ode

   They shall grow not old as we that are left grow old
   Age shall not weary them, nor the years condemn
   At the going down of the sun and in the morning
   We will remember them
   Lest We Forget

3. Vales – As per the Annual Report

4. Pledge of Allegiance

   I,...........................do hereby swear allegiance to the Commonwealth of Australia and its people and do hereby subscribe to the Constitution of Australia and the Constitution of the Returned and Services League of Australia.

5. Present As per the Registration Book

6. Apologies As per the Registration Book

7. Welcome by President Nathan Shingles

8. Welcome to Special Guests

   a. Dianne Mecking – FND Representative

   b. Geoff Davis – Grubers Beckett - Auditor

9. Confirm the Minutes of the previous 2022 Annual General Meeting

   Motion:

   "That the Minutes of the 2022 AGM as promulgated be confirmed".

   Moved: Steve Moon ***Seconded: Neil Stanmore*** ***Carried***

10. Business Arising from the 2022 AGM Minutes

    Sub Branch Member Michael Telley queried why 1/4ly general meetings had not been held, as requested at the 2022 AGM. John Peterson agreed that this was discussed at the last AGM. The President answered there had been a lot happening throughout the year. This request will be put to the board for consideration at the next board meeting.

11. Confirm the Minutes of the previous 2022 Special General Meeting

    Motion:

    "That the Minutes of the 2022 SGM as promulgated be confirmed".

    Moved: John Paterson ***Seconded: Bill Crossley*** ***Carried***

12. Business Arising from the 2022 SGM Minutes - **NIL**

13. To receive and consider the President's Annual Report

Motion:

"That the meeting resolves to accept and adopt the President's report as tabled".

Moved: Nathan Shingles ***Seconded: John Johnston*** ***Carried***

14. To receive and consider the Treasurer's Report for the year ended 31 December 2022

Treasurer Statement.

It is my opinion that the Cairns RSL Sub Branch Inc is solvent and has reasonable grounds to believe that the Cairns RSL Sub Branch Inc will be able to pay its debts as and when they become due and payable.

Motion:

"That the meeting resolves to accept and adopt the Treasurers report as tabled".

Moved: ben Hemphill ***Seconded: stan Carswell*** ***Carried***

Phil Warwick asked the question to the Treasurer - is there any liability from the previous secretary? The President informed the AGM attendees that legal advice at this time is not to disclose information on the previous Secretary. Phil Warwick requested that a statement from the Board be released.

15. To receive and consider the Auditor's Report for the year ended 31 December 2022

Motion:

"That the audit report for the period 2022 as prepared by Grubers- Beckett presented by the Treasurer, be received and adopted"

Moved: Ben Hemphill ***Seconded:*** ***Colin Bottomley*** ***Carried***

16. Appointment of Auditor for the 2023 Financial Year

Motion:

"That the AGM appoint Grubers Beckett as the Auditor for the financial year 2023."

Moved: Ben Hemphill ***Seconded:*** ***Colin Bottomley*** ***Carried***

17. To receive and consider the following reports:

A/Office Manager Report

Motion:

"That the meeting resolves to accept and adopt the A/Office Manager report as tabled".

Moved: Ben Hemphill ***Seconded: Bill Crossley*** ***Carried***

Marketing Report

Motion:

"That the meeting resolves to accept and adopt the Marketing report as tabled".

Moved: Gerry Webb ***Seconded: Neil Stanmore*** ***Carried***

Volunteer Coordinator Report

Motion:

"That the meeting resolves to accept and adopt the Volunteer Co-Ordinator report as tabled".

Moved: Michael Barnes ***Seconded: Bill Crossley*** ***Carried***

Museum Report
Motion:
"That the meeting resolves to accept and adopt the Museum report as tabled".
Moved: Hayden Bradley ***Seconded: Neil Turnbull*** ***Carried***

Building Report – Neil Turnbull presented the building report.
Motion:
"That the meeting resolves to accept and adopt the Building Report as tabled".
Moved: Neil Turnbull ***Seconded: Glen Hickman*** ***Carried (37 For, 1 Against, 5 Abstained)***

Board Director Craig Maher objected to the Building Report due to not being consulted on the final report submitted to the Annual Report. Member Phil Warwick suggested Craigs Maher's name be removed from the Board Report. Secretary removed Craig Maher's name from the building report.

Youth Development Report
"That the meeting resolves and accepts and adopt the Youth Development Report as tabled"
Moved: Steve Moon ***Seconded: Stan Carswell*** ***Carried***

18. Appointment of a Returning Officer for the Annual General Meeting

Motion:
"That Mrs. Karrie Blanch, Secretary of the Cairns Defence Community Support Group, be appointed as returning officer."
Moved: Nathan Shingles ***Seconded: John Paterson*** ***Carried***

Appointment of two Scrutineers.

The President appointed Kel Ryan and Steve Moon as scrutineers.

19. Elect **one (1) Treasurer** for a three-year term

a. One Nomination was received duly signed by the nominee and witnessed by two current members at closing time of 1600hrs 2 June 2023.

   i. Paul Walker

Mr. Paul Walker Is duly elected as Treasure for a three-year term.

20. Election of **two (2) Board members** each for a three-year term.

b. Three Nominations were received duly signed by the nominee and witnessed by two current members were received at the closing date and time of 1600hrs 2 June 2023.

   i. Peter Blackwell
   ii. Hayden Clifford Bradley
   iii. Neil Ronald Turnbull

A ballot was held with Mrs. Karrie Blanch as Returning Officer.

Mr. Neil Ronald Turnbull and Mr. Peter Blackwell were duly elected as Cairns RSL Sub Branch Board Members for a three-year term.

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Motion:
'That the Ballot Papers be destroyed.'
Carried

21. Notice of Motion

c. *Nil*

22. *DUE DILIGENCE STATEMENT*

The Cairns RSL Sub-Branch Inc is satisfied that this meeting was conducted in accordance with the Constitution of the Sub Branch and that the positions formulated and resolutions passed are consistent with the furtherance of the Objects of the Qld RSL and otherwise satisfy the Sub Branch's obligations to superintend and conduct the business of the Sub Branch pursuant to its constitution.

Moved: Neil Turnbull ***Seconded: Steve Moon***

23. The date of the next AGM

d. To be decided by the Board of Directors

Phil Warwick requested to speak – Kevin Byrnes sends his apologies for not attending the meeting and has asked Phil Warwick to ask the question as to the location of Caleb Shang's Medals. Museum Volunteer Hayden Bradley answered the question – Caleb Shang's medals are located at the War Memorial and a replica of the medals is in the Kokoda Hall Museum. Hayden Bradley also advised that Caleb Shang's relatives had been informed.

Michael Telley requested to ask questions.

1. *That consideration should be made to moving the Vietnam Veterans Day Service to 11 am, also queried what was happening for Vietnam Veterans Day? The President noted the request for a time change. The Sub Branch Board and the Club are working together on Vietnam Veterans Day Plans.*
2. *Plaques for members with serving families members - under previous President Todd. Requested noted.*
3. *Could volunteers open the Museum on a Sunday? Request noted.*

John Paterson queried the previous question by Michael Telley regarding quarterly General Meetings and stated that it was minuted in the 2022 AGM minutes. The President stated that there was no excuse other than the management team had been under a lot of pressure and that the board will bring this request to the first General Meeting.

24. Meeting Completed: 1532hrs