



ANNUAL GENERAL MEETING

Australian and New Zealand Third Sector Research Incorporated was held Tuesday 12 December 2017 from 12 noon in Board Room, Room 301, School of Business, University of Notre Dame

Meeting minutes

Meeting opened: 12.10 pm (Eastern Standard Time)

Chaired by: José Sakakibara
Minutes: Bernard Boerma

Committee Members:

Ruth Phillips (Deputy Chair)
Margaret Spencer (Treasurer)
Lynne Keevers
Carolyn Cordery
Karen Smith
Megan Lavendar
Cris Abbu (Membership officer)
Megan Alessandrini

Apologies: Wendy Scaife
Roel Boomsma
Bronwen Dalton
Otto Henfling
Matthew Hall
Garth Nowland-Foreman
Donna Dark
Cherrie Yang
Elizabeth Cham

1. WELCOME AND APOLOGIES

Jose Sakakibara confirmed the AGM had been properly convened; that a quorum of members were present, and declared the meeting open. The meeting noted and accepted the apologies. Bernard Boerma noted that two effective completed proxy forms had been received: from Matthew Hall appointing Jose Sakakibara and Otto Henfling appointing Bernard Boerma. Professor Hall and Mr Henfling gave their proxies the ability to vote on their behalf at the AGM.

2. CONFIRMATION OF AGENDA

The agenda was agreed.

3. CONFIRMATION OF MINUTES HELD ON 25th November 2016

The AGM resolved that the minutes of the ANZTSR AGM meeting held on 25th November 2016 be accepted as a true and accurate record. Moved: Ruth Phillips; Seconded: Margaret Spencer. *Carried.*

4. MATTERS ARISING FROM THE MINUTES

Jose Sakakibara referred to the significant achievements made by the ANZTSR Subcommittee and thanked the members.

PRESENTATION AND ADOPTION OF REPORTS

5. CHAIR'S REPORT

Jose Sakakibara spoke to his report. He thanked the ANZTSR Committee for their vision and work over the past year. He also expressed appreciation to Ruth Phillips for acting as Chair and establishing the working party innovation; to Matthew Hall for the creation of the blog; to Roel Boosma and Margaret Spencer who worked with Bernard Boerma to upgrade the website, to Lynne Keevers for taking on the organisation of the first seminar in the New Year, to Karen Smith and Carolyn Cordery for their exemplary work editing the Journal. Jose Sakakibara also thanked members for feedback on the various position roles that would be considered and hopefully adopted in the New Year. He noted a strategic plan will be developed and put to the Committee for consideration in 2018.

The AGM resolved to receive and note the Chair's Report. Moved: Bernard Boerma; Seconded: Margaret Spencer, *Carried.*

6. TREASURER'S REPORT

Margaret Spencer referred to the Audited Financial Report for the year ended 30th April 2017. Total income for the financial year was \$8,541.47 and Total Expenditure was \$8,755.37 resulting in a small deficit of \$213.90. Accumulated funds as at 30 April 2017 were \$6,965.68.

Margaret Spencer noted that some contractors invoice us for work completed, for example, previous secretariat worker plus anticipated costs website redesign and merchant fees. The treasurer had put in place corrective measures to ensure ANZTSR operated within budget. It was noted that the auditor had only claimed half their usual fee. The key to financial stability, however, was additional membership fees and sponsorship.

It was noted that Margaret Spencer and Jose Sakakibara are closely monitoring the financial position. The improved trend in membership in the latter months of 2017 was encouraging and increasing membership will be on ongoing focus.

The AGM resolved to receive and note the ANZTSR Audited Financial Statements for the financial year ending 30th April 2017, the Independent Audit Report and Margaret Spencer's verbal report. Moved: Ruth Phillips; Seconded: Cris Abbu, Carried.

7. JOURNAL EDITOR'S REPORT

Karen spoke to the Journal Editor's report. It was noted that two special issue of the *Third Sector Review* had been published in 2017. Further special issue on microfinance and giving Australia are planned. New Editors will be appointed in late 2018 when the current editors step down.

The AGM meeting resolved to receive and note the ANZTSR Third Sector Review – Journal Editors Report 2017. Moved: Ruth Phillips; Seconded: Megan Lavendar Carried.

8. CLOSE

The AGM finished at 1 pm.