

MINUTES OF ANNUAL GENERAL MEETING
Held at Unit 1/10 Valente Close, CHERMSIDE on
Saturday, 10th September 2022 at 2pm

Agenda Item	Description	Discussion
1	Welcome, attendees and apologies	
	1.1 Opening of the meeting	The QSA Board Chairperson Gerry Barry opened the meeting at 2.00pm and welcomed all attendees. Attendees observed a one minute silence in remembrance of the passing of Queen Elizabeth and in recognition of the vice regal patronage of the Australian Council Stoma Associations Inc.
	1.2 Attendees	As per the Attendance Sign in Sheet, there were 15 Full and Associate Members present.
	1.3 Apologies	Apologies as per the attendance sheet

2	Recording of Proxies	
	2.1 Recording of Proxies	1 proxy was recorded
3	Confirm the Minutes of the previous Annual General Meeting of members	
	3.1 Confirm the minutes	<p>The minutes of the final QSA Ltd Annual General Meeting held on Saturday 11th September 2021 were circulated.</p> <p><i>The chairperson moved: That previous Minutes be Received and Accepted</i></p> <p>For 15 Against 0 Abstain 0</p>
	3.2 Matters Arising	There were no matters arising from the minutes of the previous Annual General Meeting held.
4	Tabling of Reports	
	4.1 Chairpersons Report	<p>Mr Gerry Barry presented the Chairperson' Report as tabled. It was moved that the Chairperson's report be received and accepted.</p> <p>The Chairperson commented on:</p> <ul style="list-style-type: none"> • The work carried out by the QSA Team during 2021/2022 • The success of the QLD Ostomate Support Program • The agreement by ACSA to acquire the portal for the benefit of all associations and Australian ostomates <p><i>The chairperson moved: That Chairperson's Report be Received and Accepted</i></p> <p>For 15 Against 0 Abstain 0</p>

	4.2 Business arising from the chairperson's Report	There was no business arising from the chairpersons report
	4.3 Annual Financial Statements and Auditors Report	<p>Mrs Kylie McGrory presented the Annual Financial Statement and notes to the accounts for the period 1 July 2021 to 30 June 2022 as tabled.</p> <p><i>The chairperson moved: That the Annual Financial Statement and Auditors Report for the Financial Year ended 30 June 2022 be Received and Accepted</i></p> <p><i>For 15 Against 0 Abstain 0</i></p>
	4.4 Business arising from the Annual Financial Statements and Auditors Report	There was no business arising from the Annual Financial Statements and Auditors report
5	Appointment of Auditor for 2022/2023	
	5.1 Thanks to Auditor and Internal Auditors	<p>The chairperson asked that members extend a formal thanks to our volunteer Internal Auditors Tony Haines and Luke Geutjes, and to our external Auditor Jonathon Hunt Mason of Leddys & Associates Pty Ltd</p> <p><i>The chairperson moved: That the services provided by our two Internal Auditors Luke Geutjes and Tony Haines and our external auditor Jonathon Hunt-Mason be acknowledged.</i></p> <p><i>For 15 Against 0 Abstain 0</i></p>

	5.2 Appointment of the auditor for the next financial year	<p>QSA Ltd has determined that we are a medium size charity rather than large charity. This allows financials to be externally reviewed, rather than a full audit.</p> <p><i>The chairperson moved:</i> <i>That QSA Ltd. as a medium size charity appoint Jonathon Hunt-Mason of Leddys and Associates to perform the external review of Accounts for FY 22/23</i></p> <p><i>For 15 Against 0 Abstain 0</i></p>
6	2023/2024 Queensland Stoma Association Ltd Subscription	
	6.1 Set the 2023/2024 Annual Subscription	<p>The chairperson introduced the annual subscription for the period 1 July 2023 to 30 June 2024.</p> <p><i>The chairperson moved:</i> <i>That the SAS Access Fee and QSA membership fees for 2023/24 be set at a combined total of \$75, or \$65 for members who present a commonwealth concession card, or any greater amount determined by ACSA or the Department of Health.</i></p> <p><i>For 15 Against 0 Abstain 0</i></p>
7	General Business	
	7.1 The success of emergency support to QLD Ostomates	<p>The chairperson gave a brief summary of the QLD Ostomate Support Program which had commenced during 2021/2022 in partnership with QLD Health Community Funding. It was explained that a critical component of the program was the availability of emergency after hours support to all QLD ostomates.</p>
	7.2 Presentation to volunteers with 10 years service to QSA	<p>A plaque commemorating 10 years of service to QSA was awarded to:</p> <ul style="list-style-type: none"> • Jenny Spencer • David Munro • Stephen Cummins • Lorelle Pacello

		On behalf of the QSA board and members, the chairperson thanked each recipient for their contribution to wellbeing of members of QSA.
8	Other General Business	
	8.1 Other business	There was no other business
9	Election of Directors	
	9.1 Election of directors	<p>The QSA Ltd. Constitution requires that one third of the Board stand down each year. Verda McMahon and Geoff Melton have stood down as required and have accepted nominations to be re-elected as Board Members.</p> <p><i>QSA Board Chairman moved: That Verda McMahon and Geoff Melton to be elected as Board Members.</i></p> <p>For 15 Against 0 Abstain 0</p> <p>The chairperson stated that 3 director positions remain vacant on the QSA Board and called for nominations from the floor. No nominations were received.</p>
10	Thanks, and Meeting Close	
	10.1 Thanks	Thanks were extended by the Chairperson to all Board Members, Staff and Volunteers who contribute to the success of QSA.

	10.2 Set date for next meeting	The next Annual General Meeting was set for Saturday 23rd September 2023 at 2.00pm
	10.3 Meeting Close	There being no further business, the chairperson declared the meeting closed at 3.10 pm

GERALD BARRY
CHAIRMAN

Date