



BROCKMAN HOUSE INC

ANNUAL GENERAL MEETING MINUTES 2019

The Brockman House Inc. Annual General Meeting was held at 27 Hull Way, Beechboro and was declared open on Friday 29th November 2019 at 6:25pm by Jennifer Burnside (Chairperson). Minutes were recorded by Emma Brent-White.

1. Attendance

1.1. Board Members

Jennifer Burnside
Rebecca Klomp
Marlar Singh

Ky-lee Demasi
Rachel Roberts

Staff

Rosina Mastrolembo
Naomi Anderson
Sue Mercer
Amina Cardydias
Joanne Mason
Mick Watkins

Vanessa Ryan
Emma Brent-White
Vesna Dragic
Medina Mohundin
Briana Parry

Members

Linda Little
Gloria Akazabre
Daniel Jones
Nathan Ball
Yingzi Tong
Chamindi Warakagoda
Amanda Booth
Choice Davies
Ally Schaumann
Danielle Tanner

Claire Grek
Alanna Adams
Rhianna Orr
Joe Harding
Helen Hayward
Tamara Warakagoda
Kayla Booth
Shelley Mclean
Angela Zurakowski
Svitlana Zatkei

Others

Mel Wright
Sakiradha Ganeshasom
Alison Senior
Matt Johnson
Theresa Pham

Aimee Wright
Russell Brooker
Space 2 Sing Group
Jessica Zhu

1.2. Apologies

Jessica Nuich

Dave Kelly (MP for Bassendean)

2. **Welcoming Address**

The Chairperson welcomed all those in attendance of the Annual General Meeting 2019.

2.1 **Acknowledgment by Chairperson**

Acknowledgment to the traditional owners of the land past and present, by Jennifer Burnside.

3. **Previous AGM Minutes**

The Chairperson tabled the Minutes of the last Annual General Meeting held on Friday 19th October 2018 and put forward a motion to ratify the Minutes.

Motioned – Ky-lee Demasi

Seconded – Mel Wright

Carried

4. **Chairperson Report**

The Chairperson tabled her report and acknowledged the efforts and contributions of each member of the Management Committee; Managers; staff and community supporters.

5. **Executive Managers Report**

The Executive Manager tabled her report and acknowledged the efforts and contributions of the Management Committee; Managers; staff and community supporters.

6. **Manager Community Development & Support Report**

The Manager Community Development and Support tabled her report and acknowledged the efforts and contributions of the Management Committee; Managers; staff and community supporters.

7. **Manager Children's Services Report**

The Manager Children's Services tabled her report and acknowledged the efforts and contributions of the Management Committee; Managers; staff and community supporters.

8. **Auditors Report and Appointment of Auditor**

The Treasurer tabled the Auditors Report for the year (available to attendees in the Financial Report). As there were no questions a motion was put forward to ratify the Auditors Report.

Motioned – Ky-Lee Demasi

Seconded – Jennifer Burnside

Carried

On the basis of this year's performance and satisfaction with the service a motion was put forward to appoint Australian Audit Pty Ltd as Auditor for Brockman House Inc for the next financial year.

Motioned – Ky-Lee Demasi

Seconded – Rebecca Klomp

Carried

9. Presentations

The Executive Manager presented members of the Management Board and Volunteers with certificates in appreciation of the efforts they have made in the past year of service to Brockman House. In addition, community members and families that have contributed with donations and resources over the past year were thanked. Special presentation to Marlar Singh who received an award for Commonwealth Bank Not-for-Profit Treasurers Award 2019.

10. Returning Officer

The Chairperson invited Mick Watkins to take control of the Meeting as the Returning Officer.

11. Election of Office Bearers & Committee Members

The Returning Officer declared all Management Committee positions vacated and called for nominations.

11.1. The following nomination is motioned for acceptance to the position of Chairperson:

Jennifer Burnside

No Objections

Carried

11.2. The Returning Officer presented the following nominations to be motioned for acceptance to the Management Committee:

Jessica Nuich

Claire Grek

Mel Wright

Marlar Singh

Rebecca Klomp

Theresa Pham

No Objections

Carried

11.3. The Returning Officer congratulated the newly elected Committee and asked the appointed Chairperson to assume control of the meeting.

12. General Business

13. Close of Meeting

The Chairperson thanked all those who attended and declared the meeting closed at 6:50pm by Jennifer Burnside.