

ANNUAL GENERAL MEETING MINUTES 13 OCTOBER 2018

Minutes of AGM

Time: 10am – 12pm
Date: Saturday 13th October 2018
Place: SETAC General Purpose Room 7393 Channel Highway, Cygnet
Chair: Rodney Dillon
Minute taker: Kelly Murray

Agenda item 1: Welcome, attendees and apologies

1.2 *Chair*

Rodney Dillon was confirmed as chair for the meeting.

1.2 *Attendees*

Tyson Afamasaga, Claire Anderson, Jaimi-lee Armstrong, Jamie Bantick, Barry Bantick, Matthew Bantick, Scott Batchelor, Darrell Bone, Garry Bones, Ricky Bones, Rodger Bones, Jamie Cave, Jason Clark, Brian Clifford, Phillip Coad, Andrew Coad, David Coad, Peter James Coad, Scott William Coad, Anthony Coad, Peter James Coad, Scott William Coad, Anthony Coad, Steven John Coad, Lindy Cordwell, Debbie Cowen, Janine Cowen, Brenda Cowen, Mary Ann Cowen, Trent Cowen, Tracey Dillon, Denise Dare, Jessica Dare, Joshua Dare, Rodney Dillon, Danny Dillon, Luke Dillon, Chloe Dillon, Aidan Direen, Deborah Direen, Mark Direen, Toni Direen (Murray), Julie Dunlop, David Johns, Hilton Johns, Learna Langworthy, Bronwyn McAnally, Melanie Marchant, Kelly Murray, Rosalie Murray, Laura Butler, Alison Overeem, Demi Rigby, Michelle Rigby, Bradley Strong, Heath Tatnell, Sylvia Werner, Eileen Wolf, Tracey Oud, Kathie Fletcher, Tony Cowen, Bec Enders, Michelle Bantick, Jo Doyle. Including non-members not listed.

1.3 *Apologies*

Brenda Hodge, Amelia Tulip, Lillian Strong, Stephen Coad

1.4 *Meeting open*

The chair declared the meeting open at 10:00am. Welcome by Rodney Dillon and greeting song sung by Toni Murray and SETAC Community.

Agenda item 2: Minutes of previous meeting and matters arising

2.1 *Confirmation of minutes*

Minutes were mailed to members with notice of AGM. The Chair provided members with a few minutes to read and then asked for members to approve the previous Minutes.

Proposed resolution: That the minutes of the general meeting held on 3/12/2017 be accepted.
Moved by: Julie Dunlop
Seconded by: Melanie Marchant
Decision: Resolution carried

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Agenda item 3: Corporation Reports

3.1 CEO Report

Tracey Dillon referred to the CEO Report in Annual Report and discussed the following:

- Strategic Planning
- Commencement of cultural committee; Toni Murray Chairperson
- Human Resource; training, policies and procedures reviewed and revised regularly, recruitment aligned with delegations of authority
- Commencement of CQI committee; Brad Strong Chairperson
- Worksafe advisory service visit providing SETAC with areas for improvement
- Continuous Quality Improvement
- Events 25th anniversary, Reconciliation with Church, NAIDOC Ball

Health Care Manager and Operations & Programs Managers Annual Report

Brad Strong Reported on aged care, health and education programs:

- Advised of the programs SETAC Primary Health Centre has operated throughout the year
- 20 staff employed at Primary Health with 8000 contacts in the last twelve months
- Aged Care Services:
- Home Care Packages 25 care recipients
- 1600 hours of Home maintenance with 3 Home Maintenance Workers
- Brokering Services
- Education Support Program
- Social Emotional Wellbeing Program
- CQI Committee; risk management plan to be completed in the next 6 months

The Chair called to approve the CEO report.

Moved – Learna Langworthy

Seconded – Kelly Murray

Carried

3.2 Chairperson Report:

- Chairperson Rodney Dillon referred members to his report in the annual report and touched on the following.
- He discussed the cultural staff camp at the Huon region and Bruny Island and the significance and importance of teaching our culture to our younger generations.
- He also mentioned from the strategic planning one of the pillars was around culture. He wants to plan a trip for community soon.
- He emphasised how the entertainment at the NAIDOC Ball was a result of this trip to Bruny Island.

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- Brad introduced the Enid Dillon Family Fund Award which the previous Board (less Rodney) developed this award in commemoration of Enid (Ma) Dillon. This award was in honour of Ma and her commitment to her family and the community. SETAC established the Ma (Enid) Dillon Family fund which will provide a families within the community with financial assistance. It is through this assistance we hope to keep Ma's legacy of helping family and community alive for many years to come creating strong families.
- Chloe Dillon presented the Ma Dillon award and \$500 to Zac Coad for an aid he requires to support him and his literacy level.
- He also mentioned the Reconciliation event which was co-hosted by the Anglican Church and SETAC and how it stressed the importance of SETAC and the Aboriginal community in the Huon.
- Rodney also talked about the mutton birding trip and how community enjoyed meeting as a community over at Bruny Island.
- He also mentioned how SETAC is a part of the Tasmanian Regional Aboriginal Communities Alliance (TRACA) (an Alliance of 8 Aboriginal organisations statewide) and how we are lobbying for land hand backs in our area. He especially spoke about Cackle creek, the Lune and Bruny Island where land needs to be handed back to the local Aboriginal people.
- Rodney also mentioned SETAC's relationship with the Green's Party and had concerns over voting for them in the local council elections, as they have not signed the Statement of Intent with TRACA.

3.3 Financial Reports

Tracey Dillon referred to Financial Reports in the Annual Report.

3.4 The Auditors Report

- Joanne Doyle Partner of Wise Lord and Ferguson SETAC Auditor was teleconferenced into the meeting.
A full scope audit has been completed and we are pleased with level of financial reporting. There has been over \$500K of income this financial year which means it can be put back into the community which is very positive. SETAC is in great condition the only audit we have not been able to report on yet is the TIC (Tasmanian Indigenous Investment Corporation) investment, however TIC is tracking fine. WLF is also the auditor for TIC and Joanne was confident to provide this feedback.

- Tracey Dillon explained what the TIC funding is. There are seven Aboriginal organisations within Tasmania involved in this trust, 20 years ago ATSIC Invested in properties and businesses which formed TIC.

It was resolved the auditors report be approved.

Moved – Denise Dare

Seconded – Kelly Murray CARRIED

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Agenda Item 4: Questions about how the corporation is managed

Peter Coad – Stood to give gratitude on professionalism of reporting from SETAC management.

Agenda Item 5: Appointment of an auditor for the next financial year and set the audit fee, or authorise the directors to set the fee.

Tracey advised she would like to engage the services of WLF again and as fees can go up and down as a result of grants and other activity she recommends members authorise the directors to set the fee.

It was resolved WLF would be SETACs auditor for 2018-19 and the Board would set the annual fee.

Moved: Jamie Cave

Seconded: Brad Strong CARRIED

Agenda Item 6: Election of directors

All five Director Positions this year are stood down and up for re-election.

Nominations:

- Jaimi-lee Armstrong elected Julie Dunlop – accepted
- Josh Dare elected Brad Strong – accepted
- Mark Direen elected Jamie Bantick – accepted
- Melanie Marchant elected Luke Dillon – accepted
- Julie Dunlop elected Alison Overeem – accepted
- Learnna Langworthy elected Janine Cowen – accepted
- Brad Strong elected Rodney Dillon – accepted

George Knight gave information on voting process and nominees gave speeches.

New Directors Elected are as follows:

- Julie Dunlop
- Jamie Bantick
- Brad Strong
- Luke Dillon
- Rodney Dillon

Agenda item7: Special resolution/s (if relevant)

Document/s tabled: 8.4

Special resolution proposed:

Election of Board Members prior to Annual General Meetings:
Members can nominate another member to the board of SETAC. Nominations must be lodged at SETAC Head Office within 14 days of the announcement of the AGM. Due dates will be listed in the notice

Moved by: Jamie Bantick

Seconded by: Julie Dunlop

Decision: Special resolution carried

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Agenda item 8: Any other business

- It was brought to the members' attention a petition to the Huon Valley Council was available for signing. It was noted the Council was not transparent and accountable when they advertised the sale of this property as they noted the Huon Valley Medical Centre as the preferred buyer.
- Five years of Funding for our Health Service has been confirmed from Department of Health. Only three organisations in the state have been approved this funding – the other two were FIAIA and TAC.
- SETAC have progressed to the second round of a \$1.3M Infrastructure Grant recently submitted by Tracey Dillon, CEO to extend our health care services at the Primary Health Centre on Channel Highway.
- Bec Enders, a nominee for Mayor and councillor attended the AGM. Bec also attended our NAIDOC Ball and we have been working with her on signage on the Franklin Foreshore. Members were encouraged to spend time with her following the meeting.
- George Knight – requested SETAC consider changing our SETAC Branding Logo – so people can see 1. We are an Aboriginal organisation, 2. What we are about. A few designs shown (showing Tasmanian map) and opened up community consultations at a later date. Alison Overeem asked that our islands could be added; please forward any ideas to George at Head Office. The CEO asked George to take the lead in this project.
- Tracey Dillon: noted an increase in memberships from 300 to about 380. George Knight advised there is a difference between Membership and Primary Health Registration Forms – please be aware there are two forms, as we have more clients than members and clients may consider they are a member if they use our services.

Agenda item 9: Meeting close

The meeting was declared closed at 12:05.

Confirmation of the minutes

These minutes are a true and accurate record of the meeting.

Signed by:

Chair of the meeting



Rodney Dillon

29/01/2019

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(signature)

.....
(name)

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(date)