

Date:	Friday 5th May 2023
Time:	12 noon
Place:	2 Monak Rd, North Arm

Attendees :	May Allen, Libby Askew, Angie Buhk, Amanda Campbell, Gemma Campbell, Sharon Commander, Lindi Davison, Roy Gill, Elizabeth Hewgill, Warren Hund, Bettina Hunt, Libby Knight, Chris Lake, Cheryl Lyon, Mipi Matheson, Carolyn Neville, Jan O'Halloran, Lesley Payne, Lorna Raynor, Michelle Robertson, Karin Svensson, Megan Swainson, Julie Templeton, Diana Wade,
Apologies:	Alicia Eltherington, Sally Gough, John O'Halloran, Paul Neville, Sharon Watts, Penny Wilson
Observers	

Declaration of Interest (additional to the register)		
Who	Conflict	Notes

Item	Details and Actions
1.	<p>Opening & Declaration of Quorum</p> <p>The President opened the meeting at 12.03pm and noted that a quorum was present. Carolyn Neville Made her welcome remarks and acknowledged Welcome to Country.</p> <p>An attendance sheet was passed around for signing. Appendix A</p>
2.	<p>Declaration of Interest</p> <p>Nil further to the register.</p>
3.	<p>Proxy Forms received</p> <p>13 valid Proxies have been received by the due date.</p> <p>They are : Gina Blackberry, Lisa Chilman, Alicia Eltherington, Marcella Garcia, Sue Gardiner, Lawrence Grogan, Elise Hansell, Bridget Mansoury, Gaye Murphy, Meg Robinson, Graeme Shiel, Angela Williams, Penny Wilson</p>
4.	<p>Acceptance of Minutes of previous Annual General Meeting</p> <p>Proposed Jan O'Halloran, seconded Diana Wade that the Minutes of the Annual General Meeting of Wednesday 23rd March 2022 be accepted as a true and correct record of that meeting.</p> <p>Carried.</p>
5.	<p>Acceptance of the Minutes of the General Meeting 28th October 2022</p> <p>Proposed Jan O'Halloran, seconded Amanda Campbell that the Minutes of the General Meeting of 28th October 2022 be accepted as a true and correct record of that meeting.</p> <p>Carried.</p>
6.	<p>President's report</p> <p>Carolyn Neville read her President's Report to the meeting. Appendix B</p> <p>Proposed Carolyn Neville, seconded Julie Templeton that the President's Report be accepted.</p> <p>Carried.</p>
7.	<p>Treasurer's Report</p> <p>Amanda Campbell read her Treasurer's Report. Appendix C</p> <p>Amanda Campbell distributed the Audited Financial Accounts with a short break for the membership to review them.</p> <p>Proposed Carolyn Neville, seconded Elizabeth Hewgill that the Treasurer's Report be accepted.</p> <p>Carried.</p>
8.	<p>Secretary's Report</p> <p>Jan O'Halloran read her Secretary's Report to the meeting. Appendix D</p> <p>Proposed Jan O'Halloran, seconded Amanda Campbell that the Secretary's Report be accepted.</p> <p>Carried.</p>
9.	<p>Other reports</p> <p>Other Reports have been provided for Hippotherapy, Carriage Driving and EAL programs. The Horse Manager has provided a Report.</p>

	These Reports are tabled for the membership to review. Appendix E
10.	<p>Election of Office Bearers</p> <p>Carolyn Neville asked the current Committee to stand down.</p> <p>Carolyn Neville invited Sharon Commander to take the chair for the Election of Office Bearers.</p> <p>Nominations for the following positions have been received.</p> <p>President - Carolyn Neville (proposed Jan O'Halloran, seconded Amanda Campbell)</p> <p>Carried</p> <p>Vice President - Sharon Watts (proposed Carolyn Neville, seconded Amanda Campbell)</p> <p>Carried.</p> <p>Treasurer - Alicia Eltherington (proposed Carolyn Neville, seconded Diana Wade)</p> <p>Carried</p> <p>Secretary - Jan O'Halloran (proposed Carolyn Neville, seconded Elise Hansell)</p> <p>Carried</p> <p>Committee Member - People & Culture - Libby Knight (proposed Penny Wilson, seconded Dianne McNamee)</p> <p>Carried</p> <p>Committee Member Facilities & Services - Mipi Matheson (proposed Meg Robinson, seconded Gemma Campbell)</p> <p>Carried</p> <p>Committee Member - Service Delivery - Julie Templeton (proposed Megan Swainson, seconded Carolyn Neville)</p> <p>Carried</p>
11.	<p>Appointment of Auditor</p> <p>Proposed Carolyn Neville, seconded Amanda Campbell that SCRDA retain the services of Levert Audit Services as our Auditor.</p> <p>Carried</p>
13.	Meeting closed: 12.48 pm

Annexes:

- A. Attendance Roll
- B. President's Report
- C. Treasurer's Report
- D. Secretary's Report
- E. Other Reports (tabled) Horse Manager Report, Carriage Driving Report, Hippotherapy Report, EAL Report

I certify these Minutes are a true and correct record of the Annual General Meeting for 2023.

Carolyn Neville – Chairperson

Date:

CONTROLLED DOCUMENT		Authorised by: Management Committee	
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