

# MOLONGLO CATCHMENT GROUP Inc.

ABN 78 210 867 987



## **2012-2013 ANNUAL GENERAL MEETING 9 December 2013**

**Held at the MCG Office: Unit 13, Cassidy Arcade, 72-76 Monaro Street, Queanbeyan**

### **1. Welcome and Apologies**

Lynton Bond, President, in the Chair, declared the meeting open at 5.02pm. A warm welcome was extended to all present.

In attendance were Lynton Bond, Karen Williams, Anna See, Stephen Skinner, John Bruggeman, Tom Baker, Jim Arnold, Don Fraser and Carol billet.

Apologies were received from Linda Beveridge.

### **2. Minutes of the Previous AGM**

Draft minutes of the previous AGM held on 10 December 2012 had been circulated by email prior to the meeting and also were available on the MCG website. The President noted that the minutes had failed to indicate that Linda Beveridge was elected to the Committee in her absence and asked that they be notated accordingly.

A motion to accept the minutes, subject to the proposed amendment, was proposed by Karen Williams and seconded by John Bruggeman. Motion carried.

### **3. Business Arising**

#### **a. Selection of Auditor**

After discussion, the Committee unanimously agreed to retain RSM Bird Cameron to undertake the audit.

### **4. Reports**

#### **a. President's Report – Lynton Bond**

The full report had been circulated by email prior to the AGM. In addition, Lynton thanked the Committee, especially Anna See, Stephen Skinner, Rachel Marks, Maryke Booth and John Bruggeman, for their support throughout the year. In return, Tom Baker thanked Lynton for his leadership, professional knowledge and dedication to keeping the business going.

#### **b. Treasurer/Auditor's Report – Maryke Booth**

The financial reports had been circulated by email prior to the AGM but the auditor's report was yet to be inserted. Lynton had queried this with the auditor and had been advised that the auditor wanted the Committee to sign the report before the audit report was inserted. Lynton noted that the date of the appointment of office bearers was shown as 6 December 2012 instead of 10 December 2012 and should be amended.

A motion to accept the report was proposed by Lynton Bond and seconded by Karen Williams. Motion carried.

#### **c. Coordinator's Report – Anna See**

The full report had been circulated by email prior to the AGM. Anna also expressed her thanks to Lynton Bond, Stephen Skinner, Rachel Marks and Mel Hillery for their support over the year.

#### **d. Catchment Officer's Report – Stephen Skinner**

The full report had been circulated by email prior to the AGM. Stephen thanked all the volunteers for their contributions and remarked that his job had changed dramatically in July.

#### **e. Project Officer's Report**

No report was tabled.

#### **5. Appointment of Returning Officer**

Anna See accepted nomination as Returning Officer.

#### **6. Election of Management Committee**

Lynton Bond vacated the Chair. The Returning Officer took control of the meeting and declared all the positions on the Committee vacant.

The Returning Officer then called for nominations for the following positions:

##### **a. President:**

**Lynton Bond** Nominated: Williams Seconded: Billett

No further nominations. Declared elected by acclamation.

Lynton accepted the position but indicated that he did not intend to extend beyond this year.

##### **b. Vice President:**

**Karen Williams** Nominated: Baker Seconded: Bruggeman

No further nominations. Declared elected by acclamation.

Karen accepted the position.

##### **c. Treasurer**

Maryke Booth had resigned from the Treasurer's position and there were no nominations. Lynton had approached Volunteering Australia, who had suggested applying to the ACT Boards of Directors. Lynton stated that, if the Committee were willing to defer for a while, he would contact the ACT Boards of Directors to see if anyone would be interested in the position. The position would be vacant for a short while. All present agreed with this approach.

##### **d. Secretary:**

**Carol Billett** Nominated: Bond Seconded: Baker

No further nominations. Declared elected by acclamation.

Carol accepted the position.

##### **e. Committee Members (5)**

**Tom Baker** Nominated: Williams Seconded: Billett

**Don Fraser** Nominated: Bruggeman Seconded: Bond

**Linda Beveridge** Nominated: Williams Seconded: Billett

**Jim Arnold** Nominated: Bruggeman Seconded: Fraser

**Maryke Booth** Nominated: Fraser Seconded: Bond

No further nominations were received. The above five members were declared elected and all positions were filled. All present accepted their positions. Although Linda Beveridge was unable to attend the meeting she had previously advised her willingness to be elected to the Committee and would accept if successful.

**f. Public Officer**

**Linda Beveridge** had volunteered by email for the position of Public Officer and was appointed in her absence.

**7. Appointment of Auditor**

Lynton advised that he has worked closely with the auditor, RSM Bird Cameron, over the last six months and is very happy with the work they have done. They have been very amenable and have made provision for personal/carer's leave and we have money in reserve. When the person who has accrued it leaves, the money comes back into the general account. Lynton would be happy to re-appoint RSM Bird Cameron. He hopes to have the accounts audited by the end of September.

A motion to re-appoint RSM Bird Cameron as auditors was proposed by Lynton Bond and seconded by Karen Williams.

**8. Business**

Nil.

**9. Meeting Close**

The President thanked the members for their interest and commitment and declared the meeting closed at 5.35pm.

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**Chairman**

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**Date**