



**U3A MORNINGTON, INC**  
**32<sup>nd</sup> ANNUAL GENERAL MEETING**  
**MINUTES**

Held on  
**Thursday 20<sup>th</sup> April 2023**

**Convenor and Chairperson: Sharon Boffa, Acting President**

# **AGENDA**

- 1. Welcome to attendees**
- 2. Minutes of the April 2022 Annual General Meeting**
- 3. Acting President's Report**
- 4. Treasurer's Report for year ending 31<sup>st</sup> December 2022**
- 5. Audited Financial Report for the year ended 31<sup>st</sup> December 2022**
- 6. Appointment of Auditor for 2023**
- 7. Confirmation of membership subscriptions for 2024**
- 8. Election of Executive Committee and Ordinary committee members**
- 9. General business**

# WELCOME

Sharon Boffa, U3A Mornington 2022/23 Acting President, welcomed 67 attendees to the 32<sup>nd</sup> Annual General Meeting of U3A Mornington, Inc, as chairperson/convenor for this meeting.

She opened proceedings by acknowledging and paying respect to the Boon Wurrung/Bunurong people, the traditional custodians of the lands and waters of this area, and to their elders past and present, and to any Aboriginal and Torres Strait Islanders who may be present.

Apologies were received from Valerie Brittain, plus many members appointed proxies being unable to attend themselves. With 65 attendees having voting rights, a physical quorum was present, allowing the meeting to start as scheduled.

## 2022 AGM MINUTES

### U3A MORNINGTON, INC

### 31<sup>st</sup> ANNUAL GENERAL MEETING

held on Thursday 21<sup>st</sup> April 2022

These Minutes were posted on the U3A Mornington (U3AM) website for all members to review beforehand. As the majority who had attended this meeting accepted the Minutes in May 2022, no further action was required at this AGM.

## ACTING PRESIDENT'S REPORT

### 21<sup>st</sup> April 2022 to 20<sup>th</sup> April 2023

Sharon Boffa, Acting President, provided a summary of the main points from the Acting President's Report, with special thanks for the hard work and contributions made by a significant number of volunteers.

Today I will provide a summary of the main points from the President's Report that was published as part of the AGM booklet.

- Whilst the success of this U3A is contingent upon ongoing contributions by our members - importantly it is built on successive years of contributions from many committees and many volunteers.
- We are self-managed, self-funded and entirely volunteer driven – hence the bulk of the President's report was acknowledging the contributions of our wonderful team.
- Two of our members were honoured with awards Jan Oliver with an inaugural Tutor Excellence from the U3A Network and Helen Gordon with a Victorian Senior Achiever Award Both these tutors are much valued for their contributions and we are grateful to them for their brilliant work. Thank you.
- During the year our Secretary, Graham Cooper successfully applied for a Living Local grant which has provided the sum of \$20,000 for equipment. This is a fantastic result when you consider that equates to one third of our income. Graham has spent a huge amount of his week addressing the needs of this AGM, moving chairs, tables, collating proxies, communicating to members. And throughout the year he has managed meetings, IT equipment and software, managed maintenance, and a host of other items. He has also provided much support to me and the committee, Graham – thank you, you are an outstanding example of a community-oriented member, and your work leaves this U3A stronger. Thank you to Bernie Smith for taking on some of the equipment support.
- Anne Davey and Geoff Thacker who quietly sits in the background have kept our books in order – Geoff will remain in his role; however, Anne is heading out bush again this year. Thanks to Anne

and Geoff – these quiet achievers who just get the job done with a minimum of fuss. Life is smoother for having them. Thank you, Geoff, and wishing you well Anne.

- Ken Yendell joined the committee this year and made a huge impact with the introduction of a new monthly newsletter, Curra News, so to Ken and editor Sylvana Scannapiego, many thanks for the huge number of hours that go into this.
- Ken also led a subcommittee looking at the roles and the structure of the committee and his proposals will be provided to the incoming committee. Many thanks to Ken and that team.
- Russ Incoll leads our database team which we simply could not function without now – Russ and his team do so much work behind the scenes, whenever you want to look up something on UMAS think of them! Thank you, Russ, and team.
- And to the unflappable most organised and competent leader of our Office team Sara Morton (who also lifts the dress code on campus) – you and your team are the face to our membership and when the touchpoint review occurred early last year the feedback was so high and that is a credit to your leadership Sara. Thank you, Sara, and thank you to our office team.
- Paddy Spruce our Tutor Coordinator and organiser of our regular speaker events has provided much support for our tutors and members – thank you Paddy. And thank you also for work done on your subcommittee which looked at some action points from the Tutors meeting last year.
- Maurie Johns will be leaving the committee this year on a high note with the success of the inspiring speaker event of Abbas Nazari. All those who attended were so impressed with this event Thank you Maurie.
- Wayne Hewett who has managed the System Administration so capably is handing the baton to Russ Incoll and Bev Kingston. Thank you, Wayne, for the calm and professional way that you have managed this role and thank you to Russ and Bev.
- Dina Tanphanich has along with Di Lewis kept us informed via the Currawong Catch Up and in recent years our previous quarterly newsletter Four Seasons, thank you for the work you have put into these valuable communications. It is very much appreciated Dina.
- Libby Wilson – the unstoppable – it is great to have our Inter-Generational program back after COVID interruption. Many thanks for your work on this and for the measured approach you bring to the committee meetings.
- Di Lewis who has already communicated her goodbyes to the tutors has been involved with course coordination and the database for a long time now and is taking a well-earned break from committee responsibilities. Our number of courses and diversity of courses are a testament to your dedication. Di, you have been an extremely hard-working contributor to the U3A Mornington, and your experience will be missed, thank you.
- Di Bell who ran the successful Summer Program, a quarter of our membership turned out to these courses, that is fantastic, thank you Di.
- Sue Kershaw who handles OH&S issues with her calm competence, thank you Sue.
- We thank our retiring tutors at our End of Year Tutor and Volunteer function but want to acknowledge and thank again the 16 retiring tutors of last year.
- Finally, to you our members – we have so much goodwill in our membership. We walk into a new class, and we are greeted by a smile and a hallo. What we do at the U3A Mornington is to aim to stretch our third age, we aim to deter and defer that fourth age of dependence, and we aim to enrich, engage, and provide the opportunity to learn, and interact and participate in the many courses and activities. We could not do that without you, our members.
- Finally In case I have failed to mention someone here in this summary – our thanks to all, past and present, who have made this U3A such a successful U3A.

The Acting President called for questions from the floor regarding the report.

A request was put from the floor by Di Lewis asking that the Acting President's Report be amended to acknowledge the cessation of the Four Seasons Newsletter during the year. It was pointed out that not all events of the year could be included in the President's report however the Four Seasons newsletter was acknowledged in the summary presented and would be reflected in the minutes. There were further comments from the floor by Russ Incoll who posited that the president's report was just that, the Acting Presidents Report, an expression by the Acting President of the year in summary. For the meeting to change that report would be outside the remit of the meeting, in his opinion.

The Acting President asked whether the proposer was happy to accept this.

The proposer advised that they wished to pursue the motion.

Motion: That the President's report be amended to include mention of the Four Seasons Newsletter.

Proposer: D. Lewis, Seconder M Johns

Voting: 5 in favour, the majority against.

Motion: That acknowledging the Four Seasons newsletter in the AGM minutes to reflect the President's summary was both reasonable and sufficient.

Proposer S. Boffa, Seconder: C. Stuart

Voting: 5 against, majority in favour.

Motion: "That the Acting President's Report for April 2022 - April 2023 be accepted"

Proposer: Sharon Boffa

Seconder: Graham Cooper

Passed: Unanimous

## TREASURER'S REPORT

### Year ending 31<sup>st</sup> December 2022

This report had been posted on the U3AM website for all members to review beforehand. Presented by Anne Davey, current Treasurer. Some highlights:

#### **General Principal and Accumulated funds**

The general position is to always to be able to cover our running costs and to breakeven or arrive at a small surplus each year.

The pandemic effect over the last couple of years has stretched this plan with reduced Membership Fees and reduced Member Numbers – fortunately we were able to cover our costs by using some of our Reserves.

At 31<sup>st</sup> December 2022 we had \$160,000 in Accumulated Funds. These funds have been established for our future expansion purposes and for any shortfall needs.

#### **What happened in 2022**

Our major expense is the rent of Currawong Community Centre but is increased because we have to rent additional rooms outside the CCC under our present Lease Agreement with MPSC. This Lease is due for re-negotiation next year.

#### **Membership**

With reduced Membership and reduced Member numbers in 2022 we need to re-build our Members going forward. Over recent years we have reduced our Membership Fees from \$80 in 2018, to \$70 in 2019 and 2020, down to \$60 in 2021, and "a one off" reduction in 2022 to \$30, and 2023 back up to \$60. At the same time Member numbers have gone down by 200 from 1,200 in 2018.

## **Deficit**

The actual Deficit for 2022 was \$22,543 (a Cash Deficit \$11,852 and non-cash Depreciation of \$10,691). Less than the expected Deficit \$26,019.

## **Government Grant**

The Committee applied for and received a Grant of \$ 20,761 from the Victorian Government which allowed allow us to purchase furniture and equipment, reducing the need to spend members funds on these items over the next few years.

## **What is happening in 2023**

Our Membership numbers have increased marginally for this year, with Reserves earmarked for possible expansion of our facilities but still impacted by the Shire allowing this to happen. We continue to lose access to some rooms at various hours in our leased premises and will have to find extra facilities away from this the Currawong Community Centre as we expand membership - at additional cost to us.

Future planning depends on maintaining and increasing our member numbers.

The 2023 Budget allows for some additional offsite rentals. With a budgeted deficit of \$16,000 (Cash Deficit of \$5,000 and Depreciation of \$11,000), the balancing act continues. Deficits can only be temporary as member funds are needed to meet the annual running costs.

Anne thanked her Treasurer Assistant, Geoff Thacker, for his valuable on-going contribution in the handling of the day-to-day transactions. This is no simple task.

*Anne M Davey*

*Treasurer, 2021/23*

Motion "That the Treasurer's Report for year ending 31<sup>st</sup> December 2022 be accepted"

Proposer: Anne Davey      Seconder: Jan Oliver      Passed: Unanimous

# **FINANCIAL (ASSOCIATION) 2022 REPORT**

## **Year ending 31<sup>st</sup> December 2022**

This report had been posted on the U3AM website for all members to review beforehand.

Motion #3 "That the Audited Financial (Association) Report for year ending 31<sup>st</sup> December 2022 be accepted"

Proposer: Anne Davey      Seconder: Elaine Fisher      Passed: Unanimous

# **APPOINTMENT OF AUDITORS**

## **For the year ending 31<sup>st</sup> December 2023**

This report had been posted on the U3AM website for all members to review beforehand.

Anne Davey commented that we have had a long time and excellent relationship with ROCG for several years now aa our Auditors and would like to continue using them this year.

Motion: "That ROCG be re-appointed as Auditors to U3A Mornington for the year ending 31<sup>st</sup> December 2023"

Proposer: Anne Davey      Seconder: Joanne Blake      Passed: Unanimous

# MEMBERSHIP SUBSCRIPTIONS FOR 2024

Anne Davey commented that the Committee recommended that the annual member subscription return to \$70 for a full member in 2024, for a near-break-even year.

*Comments from the floor relating to this Motion:*

- *The question of Associate Memberships was raised again, with the response that when Associate Membership was discontinued a couple of years ago, only 30 had taken it, and the admin work of maintaining this did not seem worth the while. Members feeling strongly about this can make the case for re-instatement to the new committee.*

Motion “That the annual membership subscriptions for the year commencing 1<sup>st</sup> January 2024 be \$70 for a Full Member, and \$30 for a Member subscribing from 1<sup>st</sup> September 2024.”

Proposer: Anne Davey

Seconder: Russ Incoll

Passed: By Majority

## ELECTION OF COMMITTEE MEMBERS

Sharon acknowledged the very valuable contributions of the seven current committee members who were not seeking continued committee involvement this year: Anne Davey, Graham Cooper, Di Lewis, Dina Tanphanich, Wayne Hewett, Maurie Johns and Ken Yendell. Further details are in her Acting President’s Report.

In keeping with Rule 48 of our Association, Sharon declared that all positions on the Committee were vacant, and asked Peter Norton, Returning Officer, to conduct the business of new Committee elections

### Incoming Committee – 20<sup>st</sup> April 2023 to next AGM in 2024

#### Executive Members

There were 5 Executive positions required to be filled, consisting of the President, Vice President, Secretary, Treasurer, and Course Coordinator. As only one nomination was received for each of these positions, they were all duly elected unopposed as the Executive Committee for 2023/24.

President	Sharon Boffa, (returning, new role)
Vice President	Russ Incoll (returning after a short absence, new role)
Secretary	Nolene Cooney, new
Treasurer	Keith Den Hartog, new
Course Coordinator	Teresa Gales, new

#### Ordinary Members

The U3AM Rules allow for up to 9 members to be elected as Ordinary Members to the Committee. Many of these will take on specific roles during the year. As 3 nominations were received for these positions, they were all duly elected on to the Committee for 2023/24.

Libby Wilson	Intergenerational, returning
Sue Kershaw	Returning after a short absence
Mary Ann Fox	New

# GENERAL BUSINESS

There were no written Notices of General Business received and the Meeting declared closed at 2.47pm.

## Confirmation of the Minutes

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

Signed: \_\_\_\_\_ Sharon Boffa (chairperson)

Date: \_\_\_\_\_

## APPENDIX A

### List of Participants at this AGM

#### Attendees

Patricia Barry	Dianna Bonner	Kay Barrow	Beryl Beaney	John Beaney
Lesley Beasley	Joanne Blake	Sharon Boffa	Jane Breidahl	Faye Brooks
Chris Brown	Graham Cooper	Anne Davey	Keith Den Hartog	Ruth Den Hartog
Bronwyn Evans	Jill Fella	Micelle Finn	Elaine Fisher	Mary Ann Fox
Teresa Gales	Terry Gales	Lorraine Grave	Wayne Hewett	Adele Howitt
Russ Incoll	Shamala Jones	Alan Jones	Maurie Johns	Margaret Kelly
Sue Kershaw	Bev Kingston	Frank La Monica	Joyce Lawrence	Dianne Lewis
Michael Lord	Maryanne MacPhee	Judi McKee	Angela Milsom	Sara Morton
Helen Newman	Peter Norton	Val Norton	Jan Oliver	Deiny Peterson
Helene Preece	Maureen Price	Jude Quinn	Lianne Robinson	Anne Scholes
Michael Small	Paddy Spruce	Maureen Statton	Christine Stewart	Dina Tanphanich
Geoff Thacker	Coral Thompson	Richard Trembath	Lynne Tucker	Frances Turner
Gerrie Vellinga	Ros Wettenhall	Jack Wheeler	Carolyn Wheeler	Libby Wilson
Mary Wistance	Hugh Wistance			

#### Proxy Appointments

A number of attendees held proxy votes (141 in total) – some sent in before the meeting, and some handed in on the on the day. We thank all who took the time to consider and make their wishes known to the various proxy appointees. All of these were checked for validity, recorded, and tallied.