

## 76<sup>th</sup> Annual General Meeting - 10<sup>th</sup> February 2023

at 2:00p.m, Buderim War Memorial Hall

### Agenda

#### Open the Meeting - John Lyon

- Explain procedure of AGM followed by the General Meeting.
- Welcome members & Life Members.
- New Members & Any visitors.
- Explain to visitors/members Procedure if Fire & Emergency Evacuation. Mobile phones Off/on Silent.

#### Apologies Received & from Floor

**Minutes of the 75<sup>th</sup> AGM 2021:** Circulated on Notice Board/Web members section and presented by secretary Kim Bendall.

#### REPORTS -

- **President's Report:** To be presented by John Lyon
- **Financial Report:** To be presented by Anne Leach
- **Auditors:** Anne Leach to recommend Cassells Chartered Accountants to act as auditors of Buderim Garden Club for 2023.

#### Election of Management Committee for 2023 Steve Wikman to chair

The constitution requires that: At each annual general meeting of the association, the members of the management committee must retire from office, but are eligible, on nomination, for re-election.

**Written nominations and consents to the nomination are in the possession of the Secretary.**

The **management committee** of the association consists of a President, Vice President, Secretary and Treasurer, and any 8 other members, the association members elect.

The nominations for the Executive positions (4), and Committee nominations (8) will be presented to the meeting for election and adoption.

#### **Changes to Club By-Law.**

Ask members to approve minor changes to Club By-Laws which are required due to the change of the end of the financial year from September to December.

President to point out changes (copy on notice board & on Web members section, changes highlighted in yellow), All Members emailed & notified of changes. Those members unable to attend were invited to email their vote.

**That concludes the 76th AGM of Buderim Garden Club inc.**



## **Buderim Garden Club - By-Laws.**

### **1. Payment of fees**

1.1 Membership fees are payable at the February meeting each year but may be paid at any time from January onwards.

1.2 After membership has fallen due on January 1st, membership shall automatically lapse if membership fees have not been paid by April 30th.

### **2. Club Badges**

2.1 The club will organise a club badge for each member.

2.2 New members joining the BGC shall be required to pay the cost of a club badge as set by the committee from time to time in addition to their membership fees.

2.3 All members are encouraged to wear their club badges at all club meetings and other club activities.

### **3. Management Committee Minutes**

Confirmed Management committee minutes shall be posted on the notice board at the following Monthly Meeting, and can be accessed at the BGC Web site Members Section (password protected area for members only).

### **4. Financial Reporting**

4.1 The financial records of the club are to be audited at the end of each financial year (31<sup>st</sup> December).

4.2 The financial and audit report are to be presented at the Club's Annual General Meeting.

4.3 An auditor for the current financial year is to be appointed at the Annual General Meeting. The auditor is to be a currently practicing Certified Practising Accountant, or equivalent.

### **5. Monthly Meetings, General Meetings and Annual General Meetings**

5.1 The club normally holds Monthly Meetings of members at 2.00pm on the second Friday of each month from February to November, December being Christmas Lunch/Function. **With the exception of the Annual General Meeting, which must be held within 6 months after the end date of the association's reportable financial year (refer model rule #29).**

Monthly meetings are of an informal nature and may include guest speaker, member talks, flower competition, photography competition, quality plant stalls, borrowing library, raffle and afternoon tea.

5.2 General Meetings may be short 10 min meetings at the start of a Monthly Meeting.

5.3 With the exception of the Annual General Meeting and General Meetings, minutes of Monthly Meetings are not required to be taken.

5.4 The secretary shall endeavour to notify all members by email of any matter of business to be decided at a forthcoming General Meeting.

5.5 Voting at any General Meeting shall be by secret ballot or show of hands, at the discretion of the President.

5.6 Members shall be entitled to sell their own plants at Monthly Meetings by arrangement with the Committee and upon such terms and conditions as decided by the Committee from time to time.

### **6. Attendance Record**

The club shall retain a record of the attendance at each club meeting for the statutory period (up to 7 years) at the end of each calendar year.

## Buderim Garden Club Inc

75<sup>th</sup> Annual General Meeting Friday 12<sup>th</sup> Nov 2021

at 2:00p.m, Buderim War Memorial Hall

# Minutes

The President, John Lyon opened the meeting and welcomed Life Members, members, 2 new members and 7 visitors. John explained the procedure of AGM which would be followed by the General Meeting. An explanation to those present about the procedure of a Fire or Emergency Evacuation was given. He thanked all for following the Covid rules over the last year and to remember to turn mobile phones off or to silent.

- Quorum was achieved, signed copy available for perusal.

- 2. Apologies:** Rosemary Simmons, Leanne Crowe from Melbourne, Jenni Campbell, Shirley Macdonald, Ann Colville, Irene Dixon, Gail Donaghue, Ruth Croucher, Shirley Wallace, Jean Bowen-Jones, Christine Rule, Athol and Janet Lubbe, Lesley Doyle.
- 3. Minutes of the 74th AGM 2020:** circulated by e-mail to members in advance and an overview presented by Minute secretary Kim Bendall. Monica Stinton proposed that 74<sup>th</sup> AGM 2020 Minutes be confirmed as true record. Seconded: Steve Wickman. All in favour/nil against... Carried
- 4. President's Report:** presented by John Lyon. (President).  
It has been made available to all members, on-line and e-mail, thanks to John Leach for new technology introduced to club. A special mention of thanks to wife Kathy for her support to John as President.  
Moved for its adoption: John Lyon  
Seconded Steve Wickman All in Favour/ nil against.....Carried
- 5. Financial Report:** presented by Anne Leach, The Financial report and audited financial record for the year ended September 30<sup>th</sup>, 2021 was presented by the treasurer, Anne Leach. Balance sheet of the report has been made available to all members on-line and via e-mail. Anne thanked Vonnie Young for her part in the last financial year before taking on the role. It was noted by the Auditor that a request for a full register of equipment and plant to be finalized. Monika asked if the budget for next year would be put up online. Her response was that it would be after it was cleared by the committee. Moved for its adoption: Anne Leach Seconded: Monika Stinton All in Favour/ nil against.....Carried
- 6. Auditors:** Anne Leach recommended Cassells Chartered Accountants to act as auditors of Buderim Garden Club for 2021.  
Moved by Anne Leach Seconded, Monika Stinton All in Favour/ nil against.....Carried

### **7. Election of Management Committee for 2021-22 Chaired by Steve Wikman**

The constitution requires that: At each Annual General Meeting of the association, the members of the management committee must retire from office, but are eligible, on

nomination, for re-election.

Written nominations and consents to the nomination are in the possession of the Secretary.

**The management committee of the association** consists of a President, Vice President, Secretary, Treasurer, and any 8 other members, the association members elect at a General Meeting.

- The Management Committee has determined that all nominated candidates are eligible. Nominations for the 4 executive positions have been received.

**President, John Lyon,**

As there is only one nomination for President  
John Lyon was declared President for 2021/22

**V/President, John Sargiason,**

As there is only one nomination for V/President  
John Sargiason was declared for 2021/22

**Secretary Kim Bendall**

As there is only one nomination for Secretary,  
Kim Bendall was declared as elected to the position of Secretary for 2021/22

**Treasurer, Anne Leach**

As there is only one nomination for Treasurer,  
Anne Leach was declared as elected to the position of Treasurer for 2021/22

- We have 8 nominations for committee members:

Marion Upston	John Leach	
Lyn Valentine	Carmen Pettiford	Cassandra Burlington
Maureen Michael	Robin Porter	Pat Moses

Motion to accept the incoming Management Committee

Moved by Steve Wikman, seconded by Kim Bendall

All in Favor/ nil against.....Carried

10. Thank you to outgoing committee.

**The AGM concluded at 2:20pm**