

Meals on Wheel Annual General Meeting for year ended June 30th, 2023.

Minutes



Venue: Via Teams and In Person
Glenorchy Office and 15 Eastland Drive, Ulverstone

Date: 31 October 2023

Time: 1.30pm – 2.00pm

Chair: Katie Kelly, President

Attendees			Apologies	
Jonathan Carswell	Beverley Jordan	Jodi Gough	Gwen Priestley	Kathleen McMahon
Rachel Jansen	Dhreen Sheppard - Keam	Lauren Dwyer	Ailsa Hodgetts	Marlene Gates
Katie Kelly	Diane Kelly	Louise Ims	Barbara curran	Pam Harvey
Ramesh Marcandan	Jenna Hogarth	Madeline Sheehan	Cheryl Perriman	Pat Hardcastle
Maddie Sheehan	Joanne Ring	Ramesh Marcandan	Christine Arnold	Tania Turale
Shoshana Wall	Judy Ling	Susan Cosgrove	Debra Farmilo	Trudy House
Kristy Blazely	Helen Robertson	Barry Stubbs	Gail Fitzallen	Judy Boon
Beth Jordan	Margaret Marsden	Maralyn Peart	Hendrik Huizing	Kath Carnes
Lois Revell	Debra Cadwallender	Di French	Rachel Jansen	
Lynne Holand				

No.	Item	Minutes
1	Meeting opening 1.30 pm	
1.1	Acknowledgement of country	Noting
1.2	Welcome and apologies for absence	Noting
1.3	Disclosure of interests or conflicts	None declared.
1.4	Meet the Board	Noting
2	Meeting Records	
2.1	Minutes from previous meeting	Motion: that the meeting minutes from the 2022 AGM are a true and accurate record. Moved by Barry Stubbs and seconded by Shoshana Wall.
2.2	Actions arising	None
3	Reports	
3.1	President's report	<p>The President's report came out at late notice, Katie summarised her report for the attendees.</p> <ul style="list-style-type: none"> • Departure of CEO and Operations Manager • A large financial loss due to operating expenses. • The Future Fit program will enable MOW to codesign a funding model with the Commonwealth Department of Health to ensure financial viability. • Acknowledge the huge time commitment donated by the Board. • Thanks to retiring Board member Maddie and all the best for the future. • President's report moved by Ramesh Marcandan and seconded by Maddie Sheehan.
3.2	Treasurer's report	<ul style="list-style-type: none"> • Presented by Treasurer, Jonathan Carswell. Summarised the main issues contributing to financial loss. • Struggled to get volunteers during Covid as a result we saw increased driver costs. • We were underfunded. • A drive for more volunteers has received positive results.

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		<ul style="list-style-type: none"> We were successful in a funding application for \$250k per year. Treasurer's report moved by Katie Kelly and seconded by Shoshana Wall
3.3	General Manager's report	General Manager's report moved by Shoshana Wall and seconded by Maddie Sheehan.
4	Appointments	
4.1	Appointment of Auditor	Motion that Bentley's be reappointed as MOWT auditor for the 2023-2024 period in accordance with 13.1 of the Constitution. Motion moved by Jonathan and seconded by Barry Stubbs
4.2	Board nominations	One Board nomination for the reappointment of Shoshana Wall for the period 2023 - 2025. In accordance with 28.7 of the constitution, if the number of nominations is equal or less than the number of vacancies on the Board to be filled, the persons nominated are to be taken to be elected. Congratulations Shoshana.
4.3	Appoint a Public Officer	Katie Kelly nominated Kristy Blazely, seconded by Jonathan Carswell.
5	Operational Issues	
5.1	<p>Other Business</p> <p>Questions submitted to the Board by members.</p> <p>1. Will life membership be offered to long serving volunteers? Katie suggested that we stand up a committee to look at what would constitute eligibility for a life member. The committee would be supported by the office. Nominations would go to the committee for endorsement and put the recommendation up to the Board. Logistics of committee to be decided out of session.</p> <p>2. How does MOW intend to deal with clients who are still receiving meals but the need, for our service, is no longer required as their health has improved or their caring role is no longer required? We are currently working with the Department of Health to address this concern. Clients who are referred to our service are already pre assessed for eligibility through Aged Care and regional assessment services. MOW is not funded to do the initial client assessment. Some clients are referred to us with a specified frequency of meals of duration of service. We will look at full cost recovery as a part of our policy review for clients who receive more than their specified meal allowance.</p> <p>Katie acknowledged the service of Diane Kelly on the Board and her overall contribution to Meals on Wheels over the years. Diane Kelly resigned from the Board at the last AGM, but it wasn't publicly noted for the minutes.</p> <p>Shoshana noted that the focus for the financial year ending 2024 will be a volunteering strategy to engage volunteers. Katie advised that the Board will be standing up a committee run by volunteers for volunteers to recruit, retain and reward volunteers and how that blueprint should look and unfold.</p>	
6	Meeting Close 2.02 pm	
6.1	Next Meeting TBA	