

**Asthma Australia Limited**

**5th Annual General Meeting - 11 November 2022**

**Minutes** **via Teleconference**

**Present:**

**Members:**

Judy Wettenhall Victoria Adams

Paula Swatman Michele Goldman - CEO

**Life Members:**

Beverley Adcock

**Board Directors:**

James Wright – Chairperson Paul Sinclair – Treasurer

Louise Schaper Simone Carton

Samantha Clark Jo Taylor

**Guests:**

David Simmons

**Company Secretary**

Doris Whitmore – COO, Minutes

**Asthma Australia Staff**

Sally Rosen Sammy Kalayeh

Kathy Packenas Brett Taylor

Keven Swift Megal Salmon

Angela Cartwright Diane Percy

Nigel Cooper Kirk Zhao

Danielle Edgeworth Dinidu Illangakoon

Sarah Du Plessis Kirsty Porteous

Rose Bell Teresa Vella

Alex Swain Janine Phillips

Mai Vo Michelle Kedward

Anthony Flynn Danielle Hooper

Lisa Konig Louise Hodda

Michelle Jaegli Alyssa Richards

David McLean

**Apologies:**

Kristen Raison

Prior to opening the meeting the Chair indicated the meeting was scheduled to run until 11am AEDT. In the event the meeting runs beyond this time the Chair invited participants to join in observing two minutes silence at 11am in remembrance for those who served, fought and died for Australia.

A quorom was reached and the 5th Annual General Meeting commenced at 10.05am.

**1.** **Welcome and apologies**

The Chair paid respect to traditional owners on the lands on which the meeting was held and paid respects to elders past present and emerging.

The Chair welcomed staff and Board members, members of the Consumer Advisory Council, Professional Advisory Council and Research Advisory Council present. The Chair extended a special welcome to David Simmons former chairman of Asthma Australia, Beverly Adcock and Sandra Anderson, life members and Tim Burfield former Director Asthma SA. The Chair also acknowledged Judy Wettenhall, chair of the Consumer Advisory Council.

The Chair noted apologies received from Kristen Raison and that no proxy votes were received.

**2.** **Minutes of the 4th AGM held on 12 November 2021**

The Minutes of the 4th Annual General Meeting of Asthma Australia Ltd held on 12 November 2021 were tabled. There were no questions or comments about the Minutes.

**Motion**: The Minutes of the Annual General Meeting of 12 November 2021 be adopted.

**Moved**: Simone Carton

**Seconded**: Paul Sinclair

**3.** **Business arising from the Minutes**

There was no business arising from the Minutes of the 12 November 2021.

**4.** **Chairman’s Report**

The Chair spoke to his report.

The Chair spoke about the year that had passed and acknowledged it was a year where half of it was in lockdown with many of the staff working from home. The year was a strong year with much work being done to progress the national body. The Chair recognised there had been a focus on building the foundation of the organisation, focusing inwardly. This last year Asthma Australia shifted to be outwardly focussed, underpinned by three key drivers - engaging and empowering consumers, partnering with community to act on unmet needs and influencing system change. These came to the fore last year as Asthma Australia piloted interesting community based projects and levered government and partnered with local community. Inside the organisation there was a real foccus on technology with considerable investment in strengthening technology to bring a much better customer experience to people with asthma. The Chair noted Asthma Australia was successful in attracting good talent to join the AA team.

The Chair invited the Treasurer, Paul Sinclair, to present the statutory accounts for 2021/22 prior to opening for questions.

**5.** **Treasurer’s Report and receipt of the Statutory Accounts**

The Treasurer gave his report on the financial performance of Asthma Australia for the year ended 30 June 2022.

The Treasurer noted the slight increase in overall revenue - $8.2m compared with $7.9m in FY 21. This included a decrease in government funding compared with previous years. The Treasurer also noted there was no government stimulus payment received in FY 22 (around $500k in FY 21). Also of note was the reduction in training revenue due to the closure of the training division which was no longer competitive in the market. There was a $1m gain relating to the sale of the Brisbane premises. The Treasurer acknowledged the consistent and generous support from donors.

Expenses were consistent compared with FY21. There was a small increase in consultant fees driven mainly by program requirements. Technology and depreciation costs were consistent with prior years. Expenses relating to the research program were lower in FY22 due to the redesign of the program. The organisation remains focussed on research and aims for the program to be back to full swing in FY22. Premises costs remained consistent with prior years. The Treasurer noted the challenges moving forward with developing alternative premises model to reflect changes in the hybrid model of working. Administration costs increased slightly (legal fees) mainly due to required changes to the Pearl Sheppard Fund. Finance costs reduced as lease terms near completion. Travel costs were lower due to operating more on a digital platform. Other costs included printing, postage, advertising and promotion, insurance and meeting expenses.

The Treasurer noted the booked fair value loss on investments reflecting the volatility of the market.

In FY 22 the total loss was around $1.481m. Largely accounted for by a fair value loss of around $1.6m and a slight operational surplus. The balance sheet is strong with equity of around $21.6m. The Treasurer reiterated a strong result for the FY22 year.

The Treasurer noted the report provided by auditors Pitcher Partners, who also provided an unqualified audit report.

No questions were received.

**Motion**: That the Asthma Australia Ltd financial accounts for the year ended 30 June 2022 together with the Director’s Report and Auditor’s Report be adopted.

**Moved**: Paul Sinclair

**Seconded**: Judy Wettenhall

**6.** **Appointment of Directors**

There is no election of Directors.

The Chair noted there were no Director terms expiring this year.

Current Director Paul Sinclair is retiring at this AGM. The Chair acknowledged Paul’s significant contributions to the organisation since 2009 in the capacity of Board Director, a member of the Professional Advisory Council and through his previous association with ANSW and AQLD. Paul was also the Treasurer of the Finance Audit and Risk Management Committee for Asthma Australia.

In terms of recruiting to this vacant position, the Chair advised a process was underway to review and refresh the recruitment process taking into consideration the spread of skills, geographical reach and diversity required to lead the new strategic plan.

No questions were received.

**7.** **General Business**

There was no general business.

**8.** **Date of next Annual General Meeting**

The Chair advised the date of the 6th Annual General Meeting was 10 November 2023.

**9.** **Close of meeting**

The meeting closed at 10.16am.

**10.** **Presentation – *From Silence to Systems Change for People with Asthma***

The CEO introduced Janine Phillips, HPP Manager, who presented the innovative work being done in the programs area. The CEO noted that a new approach was required to deliver on the ambitious strategic plan, to work in a deep way in the disadvantaged communities where the burden of asthma is greatest. The new approach is necessary to address inequity in regional areas.

Janine Phillips presented on behalf of the mid North and Yorke Peninsula project team.

Janine presented with passion and conviction about the power of communities creating their own solutions to complex systems issues that affect their ability to manage their health. We heard from the two Asthma Community Connectors (ACCs) who told, in their own words, of the excitement and sense of achievement they feel in helping people with asthma and breathing issues. We also heard the voices of consumers who had been supported and empowered by the ACCs. The Local Project Support Officer told poignantly about how an 'Asthma Smart Community' can reduce the stigma felt by people with asthma.

Janine concluded the presentation with quotes from stakeholders and consumers that demonstrated the systems changes that have been achieved in the Mid North, that began with listening to and respecting the lived experience of people with asthma.

The Chair thanked Janine for her presentation and commended the innovative work.

**AGREED AS TRUE AND CORRECT RECORD**

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Chair Date