

**Asthma Australia Limited
6th Annual General Meeting - 10 November 2023
Minutes**

via Teleconference

Present:

Members:

Judith Wettenhall
Adam Jaffe
Michele Goldman
Nigel Cooper

Paula Swatman
Sundram Sivamalai
Doris Whitmore
Kathy Packenas

Life Members:

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Board Directors:

James Wright – Chairperson
Louise Schaper
Samantha Clark
Chris Pearce

Kristen Raison – Treasurer
Simone Carton
Rosemary Calder

Guests:

Sandra Anderson
David Hayes

Company Secretary

Doris Whitmore – COO, Minutes

Asthma Australia Staff

Kevin Swift
Cathryn Berry
Ani Wibisono
Kirk Zhao
Danielle Edgeworth
Sarah Du Plessis
Alex Swain
Anthony Flynn
Lisa Konig
David McLean
Julie Adams
Amanda Bresnan

Sammy Kalayeh
Brett Taylor
Angela Cartwright
Teresa Vella
Dinidu Illangakoon
Rose Bell
Michelle Kedward
Danielle Hooper
Louise Hodda
Jess Taylor
Agnes Matheson

Apologies:

Beverley Adcock
Christine Jenkins

A quorum was reached and the 6th Annual General Meeting commenced at 10.02am

1. Welcome and apologies

The Chair paid respect to traditional owners on the lands on which everyone was meeting and paid respects to elders past present and emerging. The Chair acknowledged the last few months had been difficult for many First Nationals Peoples and affirmed Asthma Australia's commitment to reconciliation and in working with Aboriginal and Torres Strait Islander peoples, communities and organisations to improve asthma health outcomes.

The Chair welcomed Board members, members of the Consumer Advisory Council, Professional Advisory Council, Research Advisory Council and staff who were present. The Chair extended a special welcome to Sandra Anderson and David Hayes for their contributions to Asthma Australia work. The Chair acknowledged Rosemary Calder, Judith Wettenhal and Adam Jaffe as chairs of the Professional Advisory Council, Consumer Advisory Council and Research Committee.

The Chair noted apologies received from Beverley Adcock and Christine Jenkins and that no proxy votes were received before the AGM.

2. Minutes of the 5th AGM held on 11 November 2022

The Minutes of the 5th Annual General Meeting of Asthma Australia Ltd held on 11 November 2022 were tabled. There were no questions or comments about the Minutes.

Motion: The Minutes of the Annual General Meeting of 11 November 2022 be adopted.

Moved: Rosemary Calder

Seconded: Louise Schaper

3. Business arising from the Minutes

There was no business arising from the Minutes of the 11 November 2022.

4. Chairman's Report

The Chair spoke to his report.

The Chair spoke about another strong year for the organisation recognising the continued focus on improving internal processes and strengthening governance and a year where Asthma Australia has looked to project outwards.

The Chair acknowledged the achievements of the past year as the organisation continues to work constructively in different jurisdiction to reach out and work with asthmatics where it is most needed. The organisation has engaged with government on various levels and raised the profile and similarly in the healthcare professionals space.

The Chair acknowledged the significant commitment by the Board and was pleased to be surrounded by talented and fabulous people. The Chair thanked the Board for their continued commitment.

Jo Taylor resigned from the Board during the year and the Chair acknowledged her significant contribution.

The Chair thanked the contributions of the Consumer Advisory Council, the Professional Advisory Council and the Research Advisory Committee recognising the voluntary nature of these groups and the importance to the organisation.

The Chair spoke about the work of the Appointments Committee and particularly the work being progressed to recruit to the two outstanding board roles currently underway.

The Chair also spoke about the work underway to review the Constitution noting the current Constitution was established seven years ago when the state based foundation came together. It has served the organisation incredibly well to date. As the national organisation matures, the Board recognises that it is time to re-evaluate the Constitution. AA needs to consider how the Constitution supports the work of the organisation - how it strengthens governance and enables achievement of the ambitious strategy.

The Board have formed a Constitution Review Working Group (a sub group of the Board) to work through a review of the Constitution. Recognising this is not a small piece of work, the Board have allowed time to tease through the complexities in order to develop a Constitution that has been thoughtfully considered and appropriate to enable the work of Asthma Australia into the future. It is planned to have a revised Constitution ready by the next AGM

The Chair acknowledged and thanked the CEO for her leadership of the organisation and the work she has progressed over the past year. In addition the Chair acknowledged and thanked the Leadership team for their leadership and commitment to the organisation. The Chair recognised the results of the staff engagement survey which he described as incredible which increased positively across all metrics by at least 10%. The chair acknowledged the organisation was well run from a financial perspective and in a strong position.

The Chair invited the Treasurer, Kristen Raison, to present the statutory accounts for 2022/23 prior to opening for questions.

5. Treasurer's Report and receipt of the Statutory Accounts

The Treasurer paid respect to the traditional owners of lands from where she was presenting.

The Treasurer acknowledged the previous Treasurer Paul Sinclair and the work he progressed in establishing a strong financial position. She is proud and honoured to be asked to take on the role of Treasurer.

The Treasurer spoke about the focus of the Board on delivering on the strategic plan and on ensuring financial resources have the highest impact possible to support as many people as possible living with asthma.

The Treasurer acknowledged the benefactors who generously support the work in delivering on the strategic plan and recognised the ability to leverage the strength of the balance sheet to invest in specific projects to make sure funding is utilised as best as it possibly can.

In FY23 around \$848k was spend on research projects that contributed to the National Asthma Research Agenda with a further commitment of around \$1.7m over the next three years to translational research. The Board approved a project focused on the Illawarra region in NSW, funded by the Pearl Sheppard Fund to work with local stakeholders to understand system issues that lead to avoidable asthma related hospital admissions for children.

The Treasurer confirmed 39% of revenue is from government funding, 44% from fundraising and around 16% from investments. In terms of expenditure, 53% is spent on direct services, 30% on operations, 9% into research and 8% into fundraising activities.

The Treasurer thanked everyone for their contributions over the last 12 months and to the team for their support.

Motion: That the Asthma Australia Limited financial accounts for the year ended 30 June 2023 together with the Director’s Report and Auditor’s Report be received.

Moved: Samantha Clarke

Seconded: Rosemary Calder

6. Appointment of Directors

Rosemary Calder and Kristen Raison retired at the 2023 AGM.

Both Rosemary and Kristen sought reappointment in accordance with Clause 10.5 of the Constitution.

The Appointments Committee have reappointed Rosemary and Kristen in accordance with Clause 10.3 of the Constitution.

No questions were received.

7. General Business

There was no general business.

A questions was received from Member Judy Wettenhall who sought to confirm that the Treasurer’s report is able to be accessed for reference. Ms Wettenhall also asked if the FY23 financial position was significantly different from the previous year and the Treasurer confirmed that it was much the same.

8. Date of next Annual General Meeting

The Chair advised the date of the 7th Annual General Meeting was 22 November 2024.

9. Close of meeting

The Chair thanked everyone for attending. The meeting closed at 10.25am.

10. Presentation – *Influencing change and understanding our Impact*

The CEO shared the Inaugural Impact Report and thanked the team for all their work in developing this report and for progressing the important work of Asthma Australia. The Impact Report would be circulated to all Members.

AGREED AS TRUE AND CORRECT RECORD

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Approved by circular resolution

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16/01/2024