**2016 Annual General Meeting of the CBCA (Qld Branch) Inc.**

**Tuesday 18 October 2016 6 – 8 pm**

**Level 1, Meeting Room 1.B SLQ**

**MINUTES**

1. Opening and Welcome. 6.08 pm
2. Appointments: Timekeeper (for discussion of motions)

Parliamentarian (checking of Constitution)

Scrutineers (Counting of votes)

It was decided that we didn't need to appoint these positions since we only have the correct number of nominations.

**Present**: Sue Wright, Amanda Worlley, Jenny Stubbs, Mia Macrossan, Judith Russell, John Moffatt, Peter Taylor, Lyn Lining, Trisha Buckley, Tina Cavanough, Lavinia Donaldson

1. **Apologies** Sam Sochacka, Penny Benson, Coralie Ross
2. Proxy votes nil
3. Minutes of Previous AGM (2015) Jenny and Tina went through minutes. The people present were not included in the minutes so Trisha will add them in. Moved by Lavinia, seconded by John.
4. Business arising from previous minutes no business
5. President’s Report – Sue thanked a lot of people who help out with all our activities. We do so much throughout the year. The Indigenous Literacy fund, Community Projects, partnerships, the Big Draw, the Book Week dinner, Leonie awarded the Dame Annabelle Rankin Award for 2016. Enormous amount of admin done by Amanda and Trish, with Amanda doing the treasurer job now as well, as everything she does. Thank you everyone. Will email it out to us all. President Report was moved by Sue, seconded by Mia. Accepted.
6. Treasurer’s Report – Amanda – the auditor noted that the postage is applied to the project rather than under a generic ‘Postage’ item. Membership has increased. We have streamlined our banking processes. We use Google docs to keep track of all our admin, and sharing the spreadsheets between people makes tracking much easier.

Thanks to Jenny and Trisha for helping with Readers Cup admin. We made slightly more profit in the 2014|2015 than the year before.

Amanda moved her Report, seconded by Judith. Accepted.

Motion: that we apply processing costs directly to its specific activity rather under the generic heading ‘postage’. Seconded by Jenny. Accepted.

Motion: that members who pay membership in September or after have their membership carry over to the following year. Seconded by Mia. Accepted.

Motion: that we engage McFillan Auditors for the 2016|2017 financial year. Seconded by Lavinia. Accepted.

1. Other Reports

BILBY – Mia talked to her Report. Looking forward to making it even bigger in 2017. A planning day project. Moved by Mia, seconded by Lavinia. Accepted.

Community projects – Judith talked to her Report. Included a photo board. Took it to the Futures Libraries conference and it was received with interest. 37 000 families in Qld who have children with life limiting illnesses and there are very few places that give them respite for families. Hummingbird House now have 700 books, including our 80 donate books. Will also have all the art work donated through Coralie. Want to follow up with a collection policy, and have an event when things settle down.

Our other project, the Ronald MacDonald House is happening slower, but plan is to open officially in November. Soon after that, we will be invited to their rooftop to hand over. The car was full of books (690 worth over $10 000), and Judy met Bec her new contact person there.

Thanks to Coralie Ross, Shannean Kenney, Alice Clarke, Sean Berkeley and Deb Zavelsky.

The community projects report was moved by Judith, seconded by Sue. Accepted.

Merchandise – Amanda covered a lot in her Treasurer’s Report. Amanda suggested we timetable in a second packing day on planning day. Order more merchandise initially.

Moved by Amanda, seconded by Mia. Accepted.

Website report – Trish spoke to it. We need to get the transition to the new website. That will happen before the end of the year.

Moved by Trisha, seconded by Judith. Accepted.

Newsletter – Mia spoke to her report. When what is clicked on is analysed it's the newsy things that people clicked.

Thank Sam for all her technical help.

Moved by Mia, seconded by John. Accepted.

Readers Cup – jenny spoke to her report. Numbers up again. But new schools are always being added, due to TL movement. Didn't mention the 2017 year 5/6 state final because we want to see Brisbane Writers Festival dates before a decision is made about the venue.

The poster at the IBBY conference went over very well.

Moved by Jenny, seconded by John. Accepted.

1. Submissions (Motions) no other motions
2. Other Business no
3. General Election and Appointments 2016/2017

President Sue wright nominated by Trisha Buckley,

Treasurer Amanda Worlley

Vice-president Mia Macrossan

Secretary Trisha Buckley

Committee

Lavinia Donaldson nominated Judith for the Kaye Throssell community projects

Lavinia Donaldson nominated Jenny for reader cup

Mia has agreed to coordinate BILBY

1. Appointment of Auditor McFillin Auditors were accepted as the Auditors for the next financial year.
2. Membership Fees for 2017 – Jenny moved to leave the costs the same. These specifically mean Corporate Members remain at $60.00, personal members at $40.00 and concession members at $25.00. Amanda seconded. All in favour. Accepted.

Close of Meeting: 7.22 pm