**2018 Annual General Meeting of the CBCA (Qld Branch) Inc.**

**Saturday 20th October, 2018 - 10am to 11am**

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

**MINUTES**

1. Opening and Welcome from President 10.30 am.

**2. Appointments**:

Timekeeper (for discussion of motions) - Sarah Custance

Parliamentarian (checking of Constitution) - Margaret McKay-Lowndes

Scrutineers (Counting of votes) - Zewlan Moore

3. **Present**:

Trisha Buckley, Amanda Worlley, Sarah Custance, Claire Jackson, Jenny Stubbs, Robyn Emerson,

Zewlan Moore, Margaret McKay-Lowndes, Veronica Forysth

4**. Apologies**:

Kristina Schultz, John Moffat, Fiona Phillip, Ali Stegert, Mia Macrossen

5. **Proxy votes**: Nil

6. **Minutes of Previous AGM** (2017)

7. **Business arising from previous minutes** - Nil

Minutes were moved by: Trisha Buckley Seconded by: Claire Jackson Passed

8. **President’s Report**

Report presented by Trisha. Thanked all the committee for their work to make the Book of the year

Awards such a success. Looking forward to next year to making Readers Cup bigger and better and moving towards the OneCBCA. Acknowledged Tina Cavanaugh’s hard work as the previous board member. Welcomed and thanked Robyn Emerson who has taken up the role of board member.

Moved by: Trisha Buckley Seconded: Jenny Stubbs Passed

9. **Treasurer’s Report**

Report presented by Amanda Worlley. Amanda tabled the Auditor’s Report from Andrew McCormack

Accounting and raised his comments that he wanted to see the membership recorded in full and not a netted amount

because of the fees charged by Trybooking. This is a book entry and will be recorded this way for 2018/2019.

Moved by Amanda Worlley Seconded by: Margie McKay-Lowndes Passed

10. **Other Reports**

BILBY, Community Projects, Merchandise, Website, Newsletter, Social Media Outlets. Members were asked to read the reports for themselves. The Readers Cup report was omitted in error and will be distributed to members.

Discussion around Readers Cup - numbers increased and more interest in a Year 8 and 9 team. Documents have been reviewed and will be send out to the committee. Discussions around the books for Readers Cup Regional Competitions

Discussion around Newsletter - Margie raised the issue of the newsletter and how to make it more interesting. Trisha suggested that we send out a survey monkey to find out details about why people have not joined or renewed. Margy McKay-Lowndes would like to be included on this working party

Discussion around Treasurer’s Report - regarding the amount of the money in the bank and questioned whether we have an overall plan for these. The capital supports the projects that we run such as Community Service Projects; Readers Cup. Suggestion to investigate how much funds are needed for the Narelle Oliver Fund to make it to $5000.

The Annual Report was moved by Trisha Buckley Seconded by: Robyn Emerson Passed

11. **Submissions (Motions)**

Nil

**12. Other Business**

Discussion around the cost of using Trybooking and credit cards and whether it was necessary to increase the cost of

membership to match this. Agreed that the ‘cost of doing’ business would not be passed onto the member.

Zewlan Moor has offered $100 towards the BILBY Awards - if the name of the business is mentioned.

13. **General Election and Appointments 2017/2018**

President - Trisha Buckley nominated by Jenny Stubbs seconded by Amanda Worlley

Treasurer – Amanda Worlley nominated by Trisha Buckley seconded by Jenny Stubbs

Committee Member – Jenny Stubbs nominated by Trisha Buckley seconded by Claire Jackson

Committee Member – Judith Stubbs nominated by Jenny Stubbs seconded by Amanda Worlley

Secretary – Claire Jackson nominated by Trish Buckley seconded by Zewlan Moor

Vice-President – Sarah Custance nominated by Jenny Stubbs seconded by Robyn Emerson

14. **Appointment of Auditor** – Recommendation from Treasurer to move to Andrew McCormack for the 2017/2017 Audit.

Moved by Amanda Worlley Seconded by Trisha Buckley Passed.

15. **Membership fees** to remain the same for 2019.

Close of Meeting: 11.12 am.

Following meeting attendees enjoyed an insightful and interesting presentation by Robyn Emerson - talking about her research on writing for children aged 8-12.