

Ballarat East Neighbourhood House Incorporated

2025 Annual General Meeting - Minutes

ABN: 55 169 624 154

Held at Ballarat East Neighbourhood House, Room 102,
Barkly Square, 25-39 Barkly Street, Ballarat East and online via Microsoft Teams



Date	27 June 2025	Time	10.00 am – 11.00 am
Facilitator	Annie De Jong	Minute Taker	Laura Le Marshall
Attendance	<p><u>Current Committee of Management:</u> Annie De Jong, Laura Le Marshall, Jane Jens, Alan Labas, Brad Smith and Cameron Duthie</p> <p><u>Other Members (In Person):</u> Alan Mallows; Anne Rowland; Annie De Jong; Ben Sturmfels; Brendan Stevens; Catherine Tierney; Christine Sullivan; Duncan Macneil; Edith Fry; Geoff Dickson; John O’Brien; Laura Le Marshall; Ron Wheaton; Sarah Greenwood-Smith; Simon Storey</p> <p><u>Other Members (Online):</u> Alan Labas; Amy Hahs; Cameron Duthie;</p> <p><u>Guest:</u> Michael Wheelahan</p>		
Apologies:	<p>Alison Barby; Angela Davies; Carolyn Gately; Claire Huntington; Eloise Brown; Emily Murphy; Helen Pickersgill; Jane Jens; Jennifer Brown; Jenny Crebbin; Jo Latten; Jodie Downey; John Barnes; Joy Stevens; Lou Ridsdale; Mandy Falkingham; Matt Davies; Melissa Watts; Shiree Pilkinton; Valdi Cham; Wendy Aston; Yvonne Avery</p> <p>Moved: Annie De Jong Seconded: Duncan Macneil Carried</p>		
2024 Office Bearers			
<ul style="list-style-type: none"> • Annie De Jong – Deputy Chairperson • Laura Le Marshall – Secretary • Jane Jens – Treasurer 			
Welcome			
<p>Ballarat East Neighbourhood House Deputy Chairperson, Annie De Jong, acknowledged the custodians of the land and waters on which we met and thanked everyone for attending the meeting.</p>			
Previous Minutes			
<p>MOTION: Minutes of the 2024 AGM are accepted as a true and accurate record of the meeting.</p> <p>Moved: Laura Le Marshall Seconded: Alan Labas Carried</p>			
Manager’s Report			
<p>2024 Ballarat East Neighbourhood House Manager’s Report Tabled: Sarah Greenwood-Smith – Manager</p> <p>MOTION: To adopt the 2024 Ballarat East Neighbourhood House Manager’s Report as tabled.</p>			

Moved: Annie De Jong	Seconded: Anne Rowland	Carried
Treasurer's Report & Receive Financial Report & Auditor Statement for 2024		
<p>2024 Ballarat East Neighbourhood House Treasurer's Report Tabled: Annie De Jong on behalf of Jane Jens – Treasurer</p> <p>Annie thanked Jane for her work as Treasurer and acknowledged CountPro for their work as the auditors.</p> <p>MOTION: To adopt the 2024 Ballarat East Neighbourhood House Treasurer's Report as tabled.</p> <p>MOTION: The Ballarat East Neighbourhood House Financial Report and Auditor Statement for 2024 were accepted as a true and accurate record. Full signed reports available for review.</p>		
Moved: Annie De Jong	Seconded: Laura Le Marshall	Carried
Consideration of Auditor for 2025		
<p>The new members of the Ballarat East Neighbourhood House Committee of Management will consider the requirement of auditing and communicate the decision to all Members.</p>		
Comment from the Deputy Chair		
<p>Annie De Jong thanks the outgoing Committee of Management members for their service and support of the organisation in a volunteer capacity.</p>		
<p>The Chairperson of the meeting declared all positions on the Committee vacant. Duncan Macneil acted in the position of Chairperson.</p>		
Number of Committee Members		
<p>The membership of the Ballarat East Neighbourhood House were invited to vote on the number of Ordinary Members on the Committee of Management. There are currently 3 Ordinary Members. The Rules of Association state that the number of Ordinary Members must not exceed 8.</p> <p>MOTION: That the Ballarat East Neighbourhood House Committee of Management has up to 2 Ordinary Members.</p>		
Moved: Duncan Macneil	Seconded: Simon Storey	Carried
Committee of Management Member Appointment & Election of Office Bearers for 2025		
<p>Appointment of members to the Committee of Management is for a three-year term.</p> <p>The following members completed a 3-year term of appointment at the 2025 AGM.</p> <ol style="list-style-type: none"> 1. Bradley Smith 2. Laura Le Marshall <p>The following members have resigned from the Ballarat East Neighborhood House effective from the 2025 AGM.</p> <ol style="list-style-type: none"> 3. Jane Jens (3-year term expires 2026) 4. Cameron Duthie (3-year term expires 2026) 5. Annie De Jong (3-year term expires 2026) 6. Alan Labas (3-year term expires 2027) 		

