

**MINUTES OF THE ANNUAL GENERAL MEETING
OF THE MEMBERS OF SAPPHIRE COAST COMMUNITY AGED CARE LTD**

Held on Thursday 17th November 2022

At The Oaks Country Village

The meeting opened at 5.00pm. Phil Moffitt welcomed members and guests

1.0 Members Present:

Phillip Callan Phil Moffitt, Alison Jenkins, Gae Rheinberger, Robert Hartemink, Kate Ireland, Alex Langworthy, Ros Langworthy, Helen Slater, Cath Bateman, Edna Duncanson, Ray Duncanson, Peter Florance, Simon Owen, Rodney McDonald, Robert Hayson, Chris Cheung Margaret Taylor,

2.0 Others in Attendance

Simon Byrne, Matt Sierp, Julie Evans

3.0 Apologies:

Margaret Collins, Daniel Murphy, Judith Dunn, Ross Ritchie,

4.0 Confirmation of Minutes AGM 16/11/2021

Moved: Gae Rheinberger Seconded: Cath Bateman

5.0 Business Arising from Minutes

nil

6.0 Presentation of Annual Reports

6.1 Financial Statement and Auditor's Report for the year ended 30th June 2022 was presented by Simon Byrne (Kothes).

Simon Byrne reported a successful but difficult year particularly in light of COVID and all the additional expenses associated with COVID, however he did note a strong balance sheet and did acknowledge the significant cost of depreciation in excess of \$1.2m and additional maintenance costs reflecting organisation is committed to maintaining assets.

Simon informed all the accounts have been signed off by Kothes for 2021/22 financial year and it was noted:

- SCCAC Ltd has a strong cash position
- The accounts comply with all accounting and auditing standards and pleased with all internal controls.
- Resident bond/contribution letters have been issued as per our statutory and prudential compliance audit

- Reviewed internal controls and accounting practices and pleased to report this being a sound practice

Simon outlined the audit findings which include:

- Overall result showed a \$603,229 deficit for the year
- Variation from 2021/22 financial year results was related to expenses associated with employment of contract labour expenses which were \$400k greater than previous year.
- Another \$150k in donations from the many fundraising efforts and highlighted the value of this to the "bottom line:"

Simon congratulated the finance team at SCCAC for their diligence with their approach to maintaining a compliant financial process.

6.2 Chairperson Report was presented by Phil Moffitt (see attached)

6.3 Chief Executive Officer Report was presented by Matt Sierp (see attached)

Chairman asked that the Finance, Chairperson and CEO report be accepted

Moved: Edna Duncanson **Seconded:** Gae Rheinberger and accepted by all present

7.0 To elect members of the Board of SCCAC Ltd for the ensuing year.

At this time Chairman Phil Moffitt informed all present we had received nominations for the positions of Director of Sapphire Coast Community Aged Care Ltd from the following members:

Rodney McDonald	Gae Rheinberger	Chris Cheung
Philip Callan	Phil Moffitt	Daniel Murphy
Robert Hartemink	Kate Ireland	Cath Bateman

Phil Moffitt advised that as per our constitution as we have received 9 nominations prior to our AGM all nominations received are taken to be elected as Directors of the Sapphire Coast Community Aged Care Ltd.

8.0 Other Business which due notice was given to all members.

8.1 **Chairman expressed his acknowledgement to Alex Langworthy for his 21 years' service** as a Director on Sapphire Coast Community Aged Care Ltd board and to **Ross Ritchie for his 17years' service** as a Director on Sapphire Coast Community Aged Care Ltd board

Chairman thanked Alex and Ross for their tireless effort and ongoing support

8.2 **Edna Duncanson** thanked all those retiring directors for their many years of tireless support and wished to thank, on behalf of the community, the current directors for their leadership into the future.

The chairman thanked all those in attendance and invited everyone to a cup of tea/coffee and cake and closed the meeting at 5.38pm