



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

Held on Thursday 21 November 2024

At The Oaks Country Village

The meeting opened at 5.00pm. Daniel Murphy welcomed members and guests and acknowledged meeting on the lands of the Djirringanj people.

1. Members Present:

Daniel Murphy, Gae Rheinberger, John Rheinberger, Helen Slater, Phil Moffitt, Alex Langworthy, Ros Langworthy, Barbara Chambers, Mick Ward, Edna Duncanson, Ray Duncanson, Peter Florance, Chris Cheung, Kate Ireland, Melissa O'Meara, Boyd Kingston, Jose Tetley, Roger Tetley, Enid Moloney, Alison Jenkins, Bill Page, Bevan Goldberg

MS Teams: Cath Bateman

2. Apologies:

Phil Callan, Rodney McDonald, Joy Brunton, Robin Croft, Barbara McDonald, Col Murphy

3. Others in Attendance

Simon Byrne, Alison Vandenberg, Julie Evans, JoAnne Deacon

4. Confirmation of Minutes from AGM held 16/11/2023

Moved: Gae Rheinberger

Seconded: Kate Ireland

5. Presentation of Annual Reports

5.1 Financial Statement and Auditor's Report for the year ended 30th June 2024

Simon Byrne presented the financial report and congratulated the team on a successful year for Sapphire Coast Community Aged Care. Following the full audit by the Kothes team, Simon has issued an unmodified audit report and states that auditors were satisfied that the service is in a sound financial position. Simon informed all the accounts have been signed off by Kothes for 2023/24 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 noted to be of sound practice

Simon outlined the audit findings which include:

- Overall result showed a (\$162,868) deficit for the year, an improvement on the past 5 years attributed primarily to increases in government funding.
- The organisation has a turnover of 24 million, with assets in excess of 78 million
- Variation from 2023/24 financial year results was related primarily to expenses associated with workforce including agency, recruitment and additional administrative costs required in delivering care and services across the service.
- Noted depreciation expenses allowed for in the financial records
- Donations of \$150k from the fundraising efforts and beneficiaries received were a significant and valued contribution to the service.

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

5.2 Chairperson Report was presented by Daniel Murphy (see attached)

5.3 Chief Executive Officer Report was presented by Julie Evans (see attached)

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

Moved: Gae Rheinberger **Seconded:** Kate Ireland

and accepted by all present

6. Presentation of Retiring Director - Gae Rheinberger

Daniel Murphy recognised the contribution of Gae as a Director at SCCAC. Gae commenced as a Director in May 2010. During her 14 year tenure, Gae has made a significant contribution to the service through her specialised skills and experience in governance. As a key collaborator and author, Gae had a pivotal role in the review of the original articles of association and development of the Sapphire Coast Community Aged Care Constitution and subsequent reviews. Gae held the title of the inaugural resident representative on the SCCAC Quality Care and Advisory Committee developed in May 2023. Her personal experience as a care recipient, combined with her knowledge of compliance and reporting requirements, made Gae an invaluable member in setting up this important role. Gae has been a generous giver of her time and expertise and will be missed in the Boardroom and by the leadership team.

A small presentation was made to Gae by the CEO and COO on behalf of Sapphire Coast Community Aged Care in recognition of her faithful service.

7. To elect members of the Board of SCCAC Ltd for the ensuring year.

Chairman Daniel Murphy 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	Chris Cheung	Melissa O'Meara
Philip Callan	Daniel Murphy	Alison Vandenberg
Kate Ireland	Cath Bateman	Lisa Schlunke

Daniel Murphy advised that as per our constitution as we have received 9 nominations prior to our AGM to be elected as Directors of the Sapphire Coast Community Aged Care Ltd.

Moved to accept: Phil Moffitt

Seconded: Chris Cheung

All in favour

8. Other Business - nil

Chairman thanked all those in attendance and invited everyone to stay for light refreshments after the meeting.

Meeting closed at 5.52 pm