



Annual General Meeting of the Branch Council

27 May 2021

(held by video link*)

Draft Minutes

The meeting commenced at 7.30 pm

Item 1

Welcome:

Jackie Stenhouse, ACT Branch President, welcomed those present indicating that she was delighted that so many were able to be present, due to the convenience of an online meeting. Jackie indicated that members of Branch Council were present (a subset of Scouts ACT members) and others present were very welcome observers of the meeting.

Jackie indicated that at the right hand side of participants' screens there was an opportunity ask questions or record a comment (effectively a chat function). Throughout the agenda points had been scheduled when a pause in the meeting would provide opportunities to address issues that had been raised via the chat feature.

Jackie acknowledged the traditional custodians of the land on which the meeting was being held – and for those who were further away, she also acknowledged the custodians of those lands, and paid respect to their elders, past, present and emerging.

Jackie noted that this was the second year that the Annual General Council meeting had been held using a secure on-line platform; that there had been one omission from the agenda – which would be announced later in the agenda; that votes had been collection through a secret, secure voting platform, independently collated, that closed at 7.00pm. The results of the voting would be announced as the meeting progressed.

Jackie introduced Rick Goode, Scouts ACT Chief Commissioner, Rodney Quiggin, Branch Vice President, and Ricky Wilson, Honorary Treasurer – and indicated that, between these representatives of the Branch Executive Committee (BEC) she was hopeful that all issues raised would be able to be addressed.

Apologies:

Steve Lambert Shirley Harris Peter Harris OAM James Lehane Margaret Broadbent (5 apologies)

Visitors:

Ricky Wilson Jo Legge-Wilkinson (2 visitors)

Members:

Rick Goode	Jackie Stenhouse	Rodney Quiggin	Marin Dickens
Jerry Cashman	Peter Quiggin PSM QC	Andrea Butler	Michael McDonell
Susan Deeble	Shaylah McClymont	Stuart Nowak	Emily Horsley
Jay Reid	Andrew Butt	Rob Fredericksen	Wendy Freeman
Rob Bashfield	Richard Griffiths OAM	Garry Tongs	Daniel Bartlett
Stuart Kilduff	Luke O'Connor	Bjorn Arne Berge	Neville Tomkins OAM JP
Eleanor Hewitt	Debbie Clarke	David Cocking	Cameron Dickens
Leon Tannahill AO	Alan Anderson	Andrew Gibson	Craig Robilliard
Brent Juratowitch	Geoff Sheehan	Nathan Rose	Graeme Davidson
Donna Phillips	Leo Farrelly	Alex Bounds	Julian Yates
Eric Zurcher	David Cossart OAM	Philip Oldfield	Julie Long OAM
Susanne Gardiner	Nicolas Gardiner	Johnathon McLaren	Emma Georgiou
Ian Hewitt	Sarah Smith	Jan Tarbotton	(51 members)

Item 2: Declaration(s) of conflict of interest affecting the Annual General Meeting of the Branch Council

Neville Tomkins OAM JP, Chief Commissioner, NSW Scouts, indicated that as National Commissioner, Redress, it may be possible that during the meeting he may need to indicate a specific conflict of interest.

Item 3 & 4: Required safety matters

Those attending were asked if there were any Workplace Health and Safety issues relating to the Annual Meeting, or, any Child Protection matters relating to the conduct of the Annual Meeting.

No issues/items were raised.

Item 5

Reflection

Mrs Linda Hurley, Patron of the ACT Scout Branch, provided a pre-recorded video message.

Mrs Hurley indicated that a reflection is an opportunity to look back, to take stock and to use those lessons as a springboard for the year to come. Mrs Hurley congratulated the Branch on what had been achieved during the past year, for the leadership, its members' commitment to Scouting and to young people, and for innovation - most notably in the rapid reinvention of Scouting as a response to lockdown, and for sustaining connections with Joey Scouts, Cub Scouts, Scouts, Venturers and Rovers and with each other. Scouting@Home was an achievement in itself, so too was the speed of its invention and the rollout and uptake of the program.

Congratulations were offered for the 40th Anniversary of Scouts ACT and for the contribution Scouting has made to young people, the ACT community and to the ongoing vitality of our nation.

Item 6

Minutes of last AGCM on 28 May 2020

An oversight had meant that opportunity had not been given through the voting platform to vote on the acceptance of the draft minutes of the Annual General Meeting held 28 May 2020. This item was therefore held over to later in the meeting.

Rodney Quiggin indicated that, given the on-line circumstances, it was difficult to conduct a vote on the minutes via the video link. Rodney requested that if there were any concerns about the minutes, or abstentions, then these should be identified, and noted. Otherwise, in the absence of any concerns being raised, it would be assumed that the Branch members present agreed to accept the draft minutes of the meeting held 28 May 2020.

Item 9

Presentation of the 2020 Financial Statements

Ricky Wilson, Branch Treasurer, stated that 2020 had been a particularly difficult year with the bushfires necessitating the cancellation of a number of events, then the onset of COVID 19 resulting in a number of shutdowns. These events had a major impact upon our ability to generate revenue, in particular through Camp Cottermouth, which was unable to trade through the restrictions throughout most of the year.

The overall result was that income dropped by 35% for the year. Scouts ACT was extremely fortunate from two angles: first, Job Keeper provided the opportunity to retain staff and secondly members remained loyal and supported Scouting in the ACT. Membership numbers remained strong despite the financial difficulties some families may have faced.

With the uncertainty that COVID 19 brought, Scouts ACT decreased expenditure. There was a 47% decrease in expenses (in comparison to the previous year). One of the major savings was looking beyond the current insurer for other options. By doing so, Scouts ACT managed to save \$105,000 on insurance premiums while retaining the same level of cover. The Association ended up with a net surplus of \$153,000 (after depreciation). Further to this, with cash flow management, the bank balance was increased from \$542,000 to \$838,000 (noting that a proportion of this was received in advance from the insurer for claims against the Association).

It was noted that contingent legal fees are indicated separately in the Financial Statements. For transparency, the amount indicated as contingent liabilities is made up of: legal fees; payment for claims made against the Association; payouts of claims made by the Association; the change in the estimated liability of claims against the Association. The reason it has been separated this year and in previous years is that the contingent liability is a liability that may occur depending on the outcome of an uncertain future event based on future claims that the Association was aware of. Because this event may or may not occur, it can significantly impact the bottom line of the Association based on where a claim may be in the legal proceedings and does not necessarily give the members an accurate reflection of the operation of the business. The goal has always been to give members an accurate reflection of how the Association is trading. Scouts ACT is legally unable to disclose the amount of any claim paid.

Ricky invited questions by email.

Overall, given the challenges that the Association had faced in 2020, Ricky indicated that the Association had finished in a strong financial position. He thanked the members for their support throughout the year.

Ricky Wilson moved, Luke O'Connor seconded that the financial statements be approved.

After reference to voting results on Election Buddy, this motion was agreed.

Responses to comments received during the meeting:

Technical issues with reception were addressed.

Julian Yates queried whether the reduction in insurance premiums had resulted in less cover for Scouting activities. Rodney Quiggin explained to the Branch Council that the insurance premium reductions had been achieved by changing insurers for the Branch's property insurance policy, not the public liability policy. Rodney explained that Julian's question appeared to stem from the recent discovery of conflicting provisions in the Branch's public liability policy in relation to caving and canyoning. While the concerns with the policy are being addressed, we have taken a conservative approach and stopped those activities for the time being. Neither had previously proved a problem for this Branch, there appears no long term risk, however, assurance is sought that our members are covered by related insurance. Julian thanked Rodney for the explanation.

Item 11

Presentation of Branch Report for 2019

Jackie Stenhouse, Branch President, indicated that members of the Branch had been emailed a copy of the Annual Report on 13 May 2021. The Annual Report will be available on the Scouts ACT website.

Jackie indicated that as Branch President she saw the role of the BEC was to underpin, build and maintain the financial health of the Branch in order to support Scouting. Jackie referred listeners to her report in the Annual Report.

In response to questions prior to the AGCM, the Chief Commissioner, Rick Goode, displayed the Rolls Royce Trophy which he stated was silver, designed and presented to the Canberra Area of the Boy Scouts by Rolls Royce Ltd in 1951.

Rick stated that 2020 had been a pivotal year for Scouting both in the ACT and on a National level. The impact of the year is still being widely felt and had changed Scouting forever. Rather than being a cause for concern, Scouting quickly moved to adapt to the changes forced on it so that members could engage in the recently introduced, updated Scouting program. The Annual Report highlighted many instances of how the organisation had responded, including unfortunate, but necessary cancellations of events and changes in direction. The Chief Commissioner commended those who continued to bring Scouting both to the community and to the individual. While there are mechanisms for recognising the specific contribution of individuals, Rick wanted to recognise members of Scouting who do not often receive acknowledgement:

- Support committees – ensuring the delivery of Scouting activities
- Craig Robilliard who chaired the Adult Recognition Committee
- Kate Lehane who assisted in developing skills and knowledge and eagerness to explore within our young people
- Julian Yates who has particular influence on increasing an interest in flying amongst our young people
- Julie Long **OAM** who has engendered an increasing interest in literacy
- Wendy Freeman who while physically isolated from the rest of the Scouting world, kept all apprised of Scouting in other countries
- Jim Lehane who encouraged involvement in environmental issues and programs
- Pat Boling and Bob Sobey who offered very valued expertise to the Child and Youth Protection area.

There are many who offered their support, knowledge and expertise to the "front of house" of Scouting in the ACT over the year. Rick thanked all who offered their expertise within our Branch.

Opportunity was offered for questions on the Annual Report.

There were no questions.

Item 12

Election of Branch President

One nomination was received for the position of Branch President
Jackie Stenhouse was elected.

Item 13

Election of Branch Treasurer

One nomination was received for the position of Branch Treasurer.
Ricky Wilson was elected.

Item 14

Election of Branch Supporters to Branch Council

Mark Holmes, Steven Lambert, Stephen Rowley and Rhonda Foley were nominated as Branch supporters on Branch Council.
All nominated were elected.

Item 15

Ratification of on Leader or Branch Supporter nominated by the Regions as a member of the Branch Executive Committee (BEC)

The meeting ratified the nomination by the Regions of Andrea Butler.

Item 16

Ratification of Branch Rover Council Representative to BEC

The meeting ratified the nomination by the Branch Rover Council of Nathan Rose.

Item 17

Election of two over 18-year-old uniformed members to BEC

There were two nominations for uniformed members to BEC.
Luke O'Connor and David Cossart OAM were elected.

Item 18

Election of up to two adult supporters to BEC

There were two nominations for adult supporters to BEC.

Rodney Quiggin and Marin Dickens were elected.

Questions/comments notified via the chat room:

- i. Bjørn Arne Berge queried the number of votes cast and the distribution:

Rodney Quiggin responded indicating that the voting process had been overseen by independent people, and it was not the usual practice of Scouts ACT to disclose details of voting numbers.

Jackie noted that considerable effort had been devoted to ensuring that those eligible to vote had the opportunity to do so. There were 403 eligible voters of whom 35% had taken the opportunity to participate.

Rodney indicated that if a nomination is received according to the Branch Constitution and Branch Policies, and that nomination is uncontested, then, to be elected, that person would only require one vote.

- ii. Eric Zurcher suggested that the process could have been improved if information was available on candidates prior to entering the voting platform.

Jackie responded that this comment was a fair and reasonable observation and will be taken into account and built into the process for the next AGCM.

Item 19

Election of Branch Representatives to National Council, as recommended by BEC

Shaylah McClymont, Luke O'Connor and Rodney Quiggin were nominated as Branch representatives on the National Council (to retire at the 2022 National Council meeting).

The nominees were elected.

Item 20

Appointment of Auditor

John Beard was appointed as the Auditor for ACT Scouts.

Item 21

Minutes of AGCM 28 May 2020

Jackie apologised that there had been no opportunity to approve the minutes of the previous meeting through ElectionBuddy.

Rick Goode proposed, Rodney Quiggin seconded, that the minutes of the previous meeting be approved.

Opportunity was provided via the chat room to indicate any objection(s). No objections were received.

The minutes of the Annual General Council meeting held 28 May 2020 were agreed.

There were no matters arising.

Item 22

Future meeting of Council

The date for a meeting to receive the 2021 accounts will be advised well in advance of the meeting.

It is likely the meeting will be convened at the end of May 2022.

At present, no meetings of the Branch Council are scheduled prior to that time.

Item 23

Other business

Rodney Quiggin thanked Jackie Stenhouse and Rick Goode for managing through the massive challenges that were associated with the Covid pandemic. He indicated that the Association had benefitted from their leadership which has led to the positive outlook we now have for the upcoming year.

Jackie Stenhouse introduced the new Executive Officer of Scouts ACT, Ms Jo Legge Wilkinson, who had commenced employment with the ACT Branch 23 May 2021. Jo spoke of her enthusiasm to be part of Scouts ACT.

The meeting closed at 8.15 pm.

Approved by ACT Scouts Annual General Council Meeting as a true record.

Signed:

Date:

Jackie Stenhouse

President, ACT Scouts Branch Executive Committee

* Thanks are expressed to the Australian Strategic Policy Institute for providing access to the online platform on which the meeting was held.