



## MINUTES

### HUNTINGTON'S SA & NT INC., ANNUAL GENERAL MEETING 2019

DATE	29 October 2019
VENUE	FitzJames Building, 16 Malwa Street, Glandore

Meeting opened at 7.08pm, by the Chairperson Liz Thompson.

1. WELCOME	Liz Thompson, Chairperson welcomed all present.
PRESENT	19 in attendance (list attached) Minutes taken by Michele Giles-Clark
2. APOLOGIES	Roz & Anna Henry, Tony & Barb Golder, Jan Faust, Kelly Blakemore ,Catherine Christian, Irene Scott, Shirley & Phylip Graham.
3. MINUTES OF PREVIOUS MEETING	Minutes of the HSANT Annual General meeting held on Monday 27 August 2018 moved as a true and correct record subject to date change as recorded below. Passed by Chris Glasson seconded by Janet Andrewartha
4. Business Arising	Janet Andrewartha indicated there should be an amendment to minutes of previous meeting section. Previous minutes were recorded as being 2018 instead of 2017. This has been noted and an amendment made.

AGENDA ITEM	DISCUSSION	ACTION
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5. Chairperson's Report	<p>Liz Thompson reiterated to all present Mission Statement &amp; Strategic Plan of the Association.</p> <ul style="list-style-type: none"><li>• Mission statement: To identify and address the needs of people in SA &amp; NT who have or are impacted by Huntington's disease.</li><li>• Strategic plan: Liz outlined the Associations strategic plan. 6 strategic goals set over three years. The Associations focus is on the first 4 for the coming year.</li><li>• <b>Sustainable Organisation:</b> In terms of governance, we have continued to add to our list of <u>policies and procedures</u> and have started to formulate a <u>risk assessment</u>.</li><li>• Our biggest issue is <b>FINANCIAL SUSTAINABILITY</b></li><li>• Liz outlined the grants received and explained that it is through two of these that the Association will have expert guidance in formulation of plans moving forward for both our Rural Outreach and Coffee &amp; Co areas. These two grants being the ILC 1 on 1 support and the BLCW grant.</li><li>• Liz outlined fundraising which has occurred throughout 2018/2019 &amp; explained that the General Manager position has changed temporarily from a paid position to a voluntary position until incoming funds can be increased and financial sustainability attained.</li><li>• A fundraising calendar has been compiled and put in place.</li></ul>	
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	<ul style="list-style-type: none"> <li>Liz impressed the importance and need for Volunteers especially as we have secured monthly Bunning's BBQ's for the next 12 months.</li> <li><b>Supports &amp; Services:</b> To provide a quality range of supports and services to the Huntington's community that meets their needs. These consist of Coffee &amp; Co: continues to grow with an average of 30 people attending weekly. This is totally funded by the Association. Liz thanked all those who volunteer their time each week. Outreach program: Partial funding for this program was received but only for salaries not other costs involved. This program is ongoing but will be at slower rate in line with the Association's budget. Companion program: the Association is still very keen to commence this program but it cannot move forward without at least two volunteers per visit and currently we only have one.</li> <li><b>Awareness, Training and Education:</b> To facilitate skill development in Huntington disease care and greater understanding, awareness and education within the Huntington's and wider community. Liz explained the importance of this area and expanded on our association with SACARE.</li> <li><b>Advocacy:</b> To advocate to government and non-government agencies to improve the lives of those with Huntington's disease. Liz impressed the importance of this area now that the NDIS has been fully rolled out in SA &amp; that the Association is there for all queries and their willingness to address any issues.</li> <li><b>NT:</b> To work with organization's and services in NT to better understand Huntington's disease demographics and support services to the community. Liz reiterated to all present that this area is still being dealt with on a needs basis.</li> <li><b>National Agenda:</b> Positive steps have been made in this area with meetings being held with state Boards and state CEO's.</li> </ul> <p>Liz thanked the following areas The hard work and wonderful dedication of our team of volunteers makes everything possible including Coffee &amp; Co: Julie, Carmen and Sonia (as mentioned), Reception: Anna; Website and social media: formerly Susan, now Millie and Molly; Book-keeping: previously Mel, now Elise; Cleaning &amp; maintenance: James; Transport &amp; support: Garry, Julie and Carmen; Fundraising &amp; kitchen: Nicci and Damien; Rod and Nathan at BBQs and Nathan has provided general help at the centre, other friends of existing volunteers who have helped at BBQs, Board members Kathy Grieve, Galpin's for Auditing our books, the Marion Council for renovations which have been done, the generous donation by an anonymous couple of the motor vehicle for Association which the Association has now purchased from them and General Manager Michele Giles-Clark and anyone else who has contributed.</p> <ul style="list-style-type: none"> <li>In conclusion the determination of the Board to continue the Association for the Huntington's Community.</li> </ul> <p>The report was accepted by Rod Cameron. and seconded by Janet Andrewartha</p>	
<b>6. Treasurer's Report</b>	<p>The Treasurer's Report (see attached) and Auditor's Report was tabled by Chris Glasson Chris noted some areas of the report:</p> <ul style="list-style-type: none"> <li>Expenses have increased due to moving forward with activities and development of the Association.</li> <li>The current Auditors are Galpins, who charge a small fee. If there are no objections HSANT will continue to use their service. No objections were lodged</li> </ul> <p>Accepted by James Draxler. Seconded by Liz Thompson</p>	
<b>6.1 Auditors</b>	As above accepted that the 2019-2020 Financial Auditors will be Galpins	
<b>7. Guest Speaker</b>	Alex Killey from SACARE spoke briefly about what SACARE do and their	

	involvement with Huntington's SA & NT Inc. Those present were introduced to the new General Manager for service delivery. Ms Laleh Rej.	
<b>8. General Manager Report</b>	<p>Michele Giles-Clark delivered her report as tabled (attached)</p> <p>Michele highlighted some areas:</p> <ul style="list-style-type: none"> <li>• The need for volunteers and focus on fundraising</li> <li>• The success of Coffee &amp; Co and the need for Rural Outreach since the pilot of this program has been commenced</li> <li>• The importance of Awareness &amp; Education sessions</li> <li>• Changes to Website &amp; Facebook thanks to help from SACARE media section.</li> <li>• The refreshing, positive changes within the National Associations and the understanding of the importance of working together for the HD Community.</li> </ul> <p>Report accepted by Chris Glasson Seconded Cheryl Shepherd</p>	
<b>9. Presentations</b>	Elizabeth Thompson presented gifts to outgoing Board members Janet Andrewartha and Cheryl Shepherd and thanked them for their valuable contribution to the Association.	
<b>10. Board Nominations</b>	<p>Michele Giles-Clark declared all Board positions open and stated that all Board members, except Janet Andrewartha and Cheryl Shepherd are seeking re-election:</p> <p>Nominations: Liz Thompson, Chris Glasson.</p> <p>New nominees: John Stronnar and Michele Giles-Clark.</p> <p>Liz Thompson: proposed Garry Schilling. Seconded Graeme Andrewartha passed unanimously by all present.</p> <p>Chris Glasson: proposed Janet Andrewartha. Seconded Rod Cameron. Passed unanimously by all present.</p> <p>John Stronnar: proposed Chris Glasson. Seconded Cheryl Shepherd. Unanimously passed by all present.</p> <p>Michele Giles-Clark: proposed Liz Thompson. Seconded Chris Glasson. Unanimously passed by all present.</p>	
<b>11. Introduction of new Board</b>	Michele introduced the new Board. Liz Thompson, Chris Glasson, John Stronnar and Michele Giles-Clark. Michele explained that positions within the Board would be voted on at the next Board meeting,	

<b>15. MEETING CLOSED</b>	<b>Meeting closed at 8.30 pm</b>	
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**Next AGM: TBA**  
**Time: 7.00pm**  
**Venue: 16 Malwa Street,**  
**Glandore SA 5037.**