



YWCA CANBERRA

Minutes of YWCA Canberra 2020 Annual General Meeting

The following are the minutes of the YWCA Canberra 2020 Annual General Meeting (AGM) held at 5:00pm on Monday 2 November via Zoom

Chair: Carina Zeccola (**Carina**), President

Meeting opened at 5.01pm

1. Welcome and apologies

Following a call to order by Carina.

Carina welcomed everyone to the 2020 YWCA Canberra Annual General Meeting.

Carina begin by acknowledging the traditional owners and custodians of the land on which we gather today, the Ngunnawal and Ngambri people, and pay my respects to their Elders, past, present and future, as well as acknowledging any Aboriginal or Torres Strait Islander people who may be in the room with us today. I also extend my respect to Aboriginal and Torres Strait Islander women who for thousands of years have preserved the culture and practices of their communities on country. This land was never surrendered, and we acknowledge that it always was, and will continue to always be, Aboriginal land.

Carina welcomed the members of our 2019-2020 Board who are present: Ashleigh Streeter, Katie Whitehead, Julie Lean, Kristin Blume, Sophie Fisher, Emma Fitch, Anita Vardanega, Di Bakon and Frances Crimmins.

Carina noted apologies.

Annie Quadroy
Elizabeth Kentwell
Aoife Herrick
Colleen Duff
Karmin Cooper

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Members present

Alison Sham	Gemma Dabkowski	Paula Chemello
Amy Kingham	Georgina Carnell	Pek Kee Chan
Andrea Conti	Jane Alver	Penelope Gibbons
Anita Vardanega	Jo Le	Rebecca Vassarotti
Ashleigh Streeter	Jodie Bateman	Roslyn Dundas
Barbara Podger	Jude Burger	Sarah Burr
Bernadette Carbin	Julie Lean	Sarah McBride
Betty Ferguson	Katie Whitehead	Skye Saunders
Cathi Moore	Kelli Moore	Sophie Fisher
Cara Jacobs	Kirsty Martin	Verity Dunn
Carina Zeccola	Kristin Blume	Vivian Chan
Di Bakon	Leah Dwyer	
Emma Fitch	Louise Crossman	
Emma Kelly	Louise Starr	
Emma McCarthy	Maree Harman	
Frances Crimmins	Nicole Platt	

Others in attendance

Auditor – Kathleen Buckley
Minute Taker – Fleur Raine – YWCA Staff
Angel Hellyer – YWCA Staff
Rae Knopik – YWCA Staff
Phi Phi Nguyen – YWCA Staff
Leo Kasim – YWCA Staff
Deb Bowden – YWCA Staff

2. Minutes of 2019 Annual General Meeting

Carina as Chair of the meeting addresses the minutes from last year's AGM and requested a mover and seconder.

Motion: that the minutes of the 2019 AGM be accepted.

Moved by Betty Ferguson

Seconded by Kristine Blume

3. President's Report

Carina spoke to the members present members present as follows;

I am pleased to be able to provide my first report as President of YWCA Canberra.

As stewards of an organisation that has provided services to women and their families in the Canberra community since 1929, YWCA Canberra's board and executive continually challenge ourselves to guide YWCA Canberra in a direction that reflects our proud history, while evolving to ensure we continue to meet the needs of our community.

To say that the past year has required a great deal of that adaptability would be an understatement. We were challenged by the dual circumstances of the bushfires impacting the Canberra region, and COVID-19. Although these were significant challenges to our service delivery and operational finances, we are proud to have evolved to ensure we continued to meet the needs of our clients, supporters and members.

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Our work over recent years to increase our focus on housing continued over the 2019–20 financial year, with the launch of our Next Door program for older women at risk of homelessness, and the successful growth in Rentwell in the first 12 months of operating.

Having an affordable, appropriate and secure place to call home is a fundamental human right and we believe that all Canberrans should have quality, affordable and secure housing options. The COVID pandemic demonstrated that shelter is a core component of public health, with so many of us being asked to stay home.

Reviewing this year’s annual report, I am impressed by the breadth and impact of our work in the community during such a difficult time. I would like to share some of the key highlights:

- We secured 25 properties for our charitable property management program, Rentwell, helping 49 people into affordable homes and passing on rent relief to the equivalent of \$81,632, donated by property owners.
- We helped 78 older women at risk of, or experiencing, homelessness through our Next Door program, surpassing our target by more than 400 per cent.
- We provided specialist housing support services to 655 people.
- Our Circles of Support program supported 114 people through trauma-informed and person-centred therapeutic counselling and intervention.
- The Lanyon Food Hub supported 583 members and provided one-off emergency relief to over 100 families
- We provided education and care for around 3000 children through our early childhood and school age care programs.

Although we were forced to cancel some of our events because of COVID, we still delivered on our commitment of building capacity and connecting girls and women through our leadership programs. Our She Leads program continues to support women to achieve their aspirations through the Diploma of Leadership and Management, our workshops, In-Conversation events and the annual conference. Over the year, we engaged 800 women in professional development activities and events.

We also launched our latest Stretch Reconciliation Action Plan. This Stretch RAP recognises our commitment toward reconciliation with Aboriginal and Torres Strait Islander peoples.

Our vision for reconciliation remains one where the ACT and surrounding region truly acknowledges, pays respect to, and celebrates Aboriginal and Torres Strait Islander cultures, contributions, knowledge and histories.

As said by Reconciliation Australia, “reconciliation is a journey for all Australians – as individuals, families, communities, organisations and importantly as a nation.”

We are strongly committed to being part of this journey and YWCA Canberra has implemented Reconciliation Action Plans for over a decade.

And of course, 2019 marked our 90th anniversary of contributing to the Canberra community, providing essential, quality services for women, girls and families in the ACT and surrounding regions.

We are proud of what we’ve been able to achieve in the last 90 years but know much more work is still required to achieve our goals, both in Australia and across the world.

You can find out more about some of the people behind these numbers and their stories in our 2019–20 Annual Report.

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Around the Canberra region, I have been so proud to see young women at the forefront of some of the most important social issues we face today, especially the climate strikes and the black lives matter movement. New generations of girls and young women are fighting to make our future one they deserve to inherit.

Of course, sadly COVID has put a spanner in the works of our fight for equality, with the economic and social impacts of the crisis disproportionately impacting women. Over the coming years, we will need to continue highlighting the needs of women and the fight for just and equal treatment, so that the YWCA movement can meet the global goal, which is: “By 2035, 100 million young women and girls will transform power structures to create justice, gender equality and a world without violence and war; leading a sustainable YWCA movement, inclusive of all women”.

I would like to conclude by acknowledging my fellow Board Directors and the executive team of YWCA Canberra for their expertise, energy and dedication to their roles as leaders of this organisation. The Board has been amazed by the tireless work of the YWCA Canberra staff throughout the last year, including the willingness and commitment to be adaptable, innovative and continue displaying their passion towards our movement and achieving our mission. Under the leadership of Frances, our hardworking, committed and driven CEO we are all very proud of what YWCA Canberra has achieved in the past year. Thank you to Frances for being an inspiring leader and working so closely with the Board to navigate what has been a challenging and engaging year.

I would like to specifically acknowledge the contribution of outgoing Board Directors: Sophie Fisher, Skye Saunders, Di Bakon and Adele Pickering. Thank you for your service to the Y.

I am incredibly proud that we are truly guided by the organisation’s values of courage, equality, respect, inclusion, Reconciliation and responsibility, and our continued commitment to meeting the needs of the Canberra community, particularly those who are most vulnerable.

Lastly, I would like to thank all of those individuals, of which there are too many to name, who supported and worked with us this past year for your invaluable contributions. It has been an honour to work with such gifted, compassionate, and driven women and to see our services make such a difference in our community.

Carina propose that the President’s Report for the Year Ended 30 June 2020 as presented be adopted and asked for a mover and seconder.

Motion: that the President’s report be accepted.

Moved by Jude Burger

Seconded by Louise Crossman

The motion to accept the President’s Report is passed.

Carina now invited the CEO, Frances Crimmins to deliver the CEO ’s report

4. Chief Executive Director’s Report

Frances Crimmins (**Frances**), CEO spoke to the members present as follows

As the CEO of YWCA Canberra, one of the longest standing women’s organisations in the ACT, I have the privilege of continuing the tradition of the wonderful Y women who came before me, in adapting to the needs of our city to make it a more equal, safe and inclusive place for all.

I’m delighted to share with you some of the operational highlights from the past 12 months, also the challenges we faced in 2020 and our response to the crisis.

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Our 2019 She Leads Conference was our sixth and by far the largest yet, with 400 women learning from a diverse range of women role models, including Jan Fran, Yumi Stynes and Deborah Cheetham AO. The day was a celebration of Women's diverse leadership with the theme Thrive-How we thrive and lifting other women to thrive. 99% of attendees rated the conference as excellent or good and 95% indicated they would attend the next conference.

The suite of She Leads events and programs has continued to expand and reach more girls, young women, and women. In a COVID normal context for future She Leads events we have secured a venue partnership with Kambri, which has a larger space to meet social distancing requirements. We have already road test last week with She Leads High and 2021 will see the return of all She leads programs.

Our community services team have had many successes, including our youth engagement team winning the Youth Coalition of the ACT Yogie awards for both Outstanding Achievement in Youth Participation and Youth Work Champion. Their dedication to young people around the ACT was also evident at the Fourth annual LGBTQIA+ & Allies Prom, which saw 200 young people from around Canberra come together for a fabulous night in November 2019.

Through our various housing programs, we are addressing the growing concerns of homelessness in our region and helping women secure and maintain affordable, appropriate, and safe homes. We are proud of the outcomes we have achieved in Next Door, a dedicated homeless support service for older women, launched in August 2019. The best way to summaries this critical work is a brief quote from a client "The Next Door team saw beyond the disempowered women I'd become. They knew stability was the crucial first steps towards rebuilding my life".

During COVID we have seen an increase in need, with 170% increase in our specialist homelessness and DV support service.

We have continued to develop our expertise in primary prevention of violence education, receiving grants to delivery active bystander interventions in workplaces and also we were contracted to deliver the ACT Government employees domestic violence awareness training. This will continue to be extremely important in addressing the rise in domestic and family violence that we've seen through the COVID crisis.

Early childhood education and care is a core business, and we were able to bring a sixth early childhood service, Spence Cottage, into the YWCA Canberra family. This service was started by the Women's Electoral Lobby in 1974 and we are proud to continue the feminist tradition at the service.

In October, we released 'Our lives: women in the ACT', the results of our survey of over 1000 local women. The report included some startling statistics that show that gender-based discrimination and abuse are still a significant part of the lived experiences of an unacceptable number of women. It highlighted the need for governments to consider gender-disaggregated data and develop policies that will have real impacts in providing a safe place to live for women in the ACT.

At the 29th YWCA World Council in Johannesburg, South Africa, myself and members of our staff and Board were able to join the YWCA Australia delegation and share the incredible work we are able to do towards our vision of girls and women thriving.

As always, we would like to acknowledge our staff, board directors, partners, members, fellow community organisations, volunteers and friends for their loyalty to the organisation and contribution to our vision for the Canberra community.

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I am tremendously proud of the impact the organisation is having across our broad span of work, and hope you enjoy finding out more about YWCA Canberra's 2019–20 achievements in this year's Annual Report.

I am also incredibly grateful for the continued support of our staff. At the start of the COVID crisis, we were receiving mixed directives from all levels of government, for a time, we were forced to briefly stand down some staff, then recall within a few days, ask others to accept temporarily reduced hours or redeployment. Our staff showed incredible resilience in taking on new and often unexpected roles within the organisation to meet demand. The hard work, dedication, loyalty and commitment to the organisation shown by staff has been heartening and appreciated. Thank you.

Carina thanked Frances.

Carina proposed that the Chief Executive Director's Report for the Year Ended 30 June 2020 as presented be adopted and asked for a mover and seconder.

Motion: that the Executive Director's Report for the year ending 30 June 2020 as presented be adopted.

Moved by Julie Lean

Seconded by Verity Dunn

The motion to accept the Executive Director's Report is passed.

Carina now invited the Treasurer, Katie Whitehead to deliver the Treasurer's report, and to recommend the appointment of the auditor.

5. Treasurer's Report

Katie Whitehead (**Katie**) spoke to the members present as follows

It is my absolute pleasure and privilege to be speaking to you today about our financial report, in my first Treasurer's report.

Our audited financial statements for the 2019-20 financial year are available on the YWCA Canberra website and were provided in your invitation to this AGM.

Summary results are also in the Annual report on pages 54 and 55.

This year we achieved a surplus of nearly \$1.9 million, compared to the same period last year which resulted in a surplus of nearly 1.4 million. This is a positive result given the uncertainty of conditions during 2020.

When we reflect back to the beginning of the year, the Board enthusiastically embraced the year ahead, building on the great wins of the previous twelve-month period and optimistic about growing on those successes. Opportunities also bring costs and as part of our strategic planning in February, we also ensured we have sufficient funds to cover our services well and to meet our compliance and registration obligations.

This approach is reflected in the first three quarters of 2019–20 and provided strong outcomes across all programs.

To rapidly adapt in the final quarter, when COVID-19 impacted significantly on our ability to operate, we utilised the financial stimulus packages provided by both the ACT Government and the

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Federal Government, resulting in a further enhancement in the organisation's financial sustainability.

Total income for 2019–20 was just under \$21 million, an increase of 15 per cent on the previous year. It is worth noting that this is for the second year in a row.

Income growth was due to the increase in government grants and stimulus packages along with the increase in investment property revaluation. The increase was, however, partially offset by the fee free childcare from April to June 2020.

Our cash reserve has been increased from \$4.09 million last year to \$4.38 million in 2019–20. This adequately meets our short-term financial needs.

Total equity as at 30 June 2020 is \$9,285,426

We continue to demonstrate financial security through a disciplined focus and commitment in our stewardship and responsibility in managing our resources and risks to ensure the organisation's long-term sustainability.

Overall, I believe the financial results for the 2019–20 year demonstrate the value of the diversification of income sources that our Boards and Managers have been pursuing for over a decade. It has been a planned and deliberate strategic move from heavy reliance on government funding.

We should also be reminded that the NFP sector continues to undergo significant reform and challenges. The impact on the Y Canberra is an increase in – and it could be said even onerous increase in – regulation and compliance. This of course, takes valuable resources from serving the community and from delivering our services.

At this point I must caution that good results may not automatically continue. There are many challenges ahead in our external environment and the continued pandemic and recession make for an uncertain future.

As always – circling back to my opening remarks – prudent financial management and planning will continue to be a major strategic priority.

In closing I wish to thank the Finance Committee for their efforts, care and attention over the last twelve months. We meet quarterly to discuss and analyse the YWCA Canberra's financial reports and financial position, and to make recommendations to the board.

The committee also reviews the budgets and legal compliance and oversees the review and update of the investment papers for the annual Board Planning Day so that strategic projects can be considered.

I would also like to thank my Board colleagues who met monthly during the early months of the pandemic to ensure we were all kept abreast of the rapid changes and impact on our financial position and business generally.

On behalf of The Board and the Finance Committee, I wish to express the huge appreciation we have for the support we receive from the Executive Director of Finance, the Finance Manager and the CEO in providing timely financial reports, discussion papers, and willing answers to probing questions, so that we may provide informed organisational oversight and governance.

Thank you.

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Carina proposed that the Treasurer's Report for the Year Ended 30 June 2020 as presented be adopted and requested a mover and seconder.

Motion: that the Financial Report for the year ended 30 June 2020 as presented be adopted.

Moved by Penelope Gibbons
Seconded by Anita Vardanega

The motion to accept the Treasurer's Report is passed.

6. Appointment of Auditor

Katie presented the following as Treasurer:

YWCA Canberra moves a vote of thanks to the Auditors, Bellchambers Barrett for their professional and timely work throughout the year and the previous five years as our auditors.

Thank Kathleen Buckley from Bellchambers Barrett for joining us this evening. If anyone has any questions for Kathleen, you are welcome to do so now. No questions were asked

Katie, on behalf of YWCA Canberra would like to propose to appoint Bellchambers Barret to continue as auditors for the 2020–21 year and asked for a mover and seconder.

Motion: that the YWCA of Canberra appoints Bellchambers Barrett as auditors for the 2020 - 2021 year,

Moved by Nicole Platt
Seconded by Di Bakon

The motion to accept the Bellchambers Barrett as the auditors for the 2020 - 2021 years is passed

7. Other Business and questions – presented by President

I would now like to address questions provided prior to the meeting. We received 3 questions ahead of this year's AGM

1. Could you please provide the membership figures for 2018-19 and 2019-20?

The membership numbers are reported in the Financial Statements, and I refer to page 38 in this regard. To confirm, membership numbers for the 2018/2019 financial year was 438 and for the 2019/2020 financial year was 308.

2. Could you please advise the members about the housing development that is proposed for Ainslie and outline what steps have been taken to consult the residents of Ainslie?

For further context on this question, YWCA Canberra owns a property in Ainslie. This property is being considered as the location for a proposed YWCA Canberra housing development. At this stage, YWCA Canberra does not have an approved Development Application for any such development and the proposal is still in the planning stages.

YWCA Canberra has engaged in multiple types of consultation with residents of Ainslie regarding this proposal. To date, consultation has been undertaken with Ainslie residents by way of:

- Initial letterbox drop in December 2019 to immediate surrounding streets on the proposal and dates for consultation
- 4 February on site consultation
- 6 February on site consultations

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- Further face to face consultation sessions were planned but had to be cancelled due to COVID restrictions
- North Canberra Community Council face to face meeting March cancelled due to COVID. NCCC published the development proposal in their newsletter
- Online consultation via zoom during May – with invitations to people who had registered their details
- Letterbox drop with update on design briefing North Ainslie in September

If YWCA Canberra receives a development approval, public notification will occur.

3. Could you please advise members of the cut off time that members need to have joined the organisation prior to nominating for a Board position? Could you/Nominations Committee please ensure that this date is publicised in the nomination material that is sent to members?

YWCA Canberra’s Constitution requires nominees for positions on the Board to be members of the organisation. Specifically, clause 31.5 of our Constitution provides that only ordinary members and life members are eligible to be nominated for election. In other words, before nominating for a position on the Board, an individual must be a member of YWCA Canberra.

An individual is admitted as a Member pursuant to clause 7 of our Constitution, in which applications for membership may be accepted or rejected by the Board. The Board routinely considers membership applications in its meetings.

I can confirm that our Nomination Forms stated that nominees had to be an eligible member as of 21 September 2020 in order to be eligible to nominate. This coincided with the Board’s last meeting at which memberships were tabled.

I would like to take any questions on the floor related to the YWCA Canberra Constitution, the *Corporations Act 2001* or the *Australian Charities and Not-for-profits Commission Act 2012*.

A member identified a typographic error in the AGM minutes of the 2019, noting the date recorded should be 16 October and not 6 October.

Only one questions from the members was received. How did YWCA have the capacity to over perform on the Next Door Program. It was confirmed that all services provided in the program we conducted within the scope of the grant

Carina advised that now concludes the formal proceeding of tonight, and as we await the election results

8. Thanking and acknowledgement of outgoing Board Directors and Trainees

I would like to acknowledge the contribution of outgoing Board Directors

- Sophie Fisher
- Skye Saunders
- Di Bakon
- Adele Pickering

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Thank you all for your invaluable contributions. It has been an honour to work with such gifted, compassionate and driven women.

I would also like to acknowledge our Board Trainees for 2020: Kayannie Denigan, Cherise Halloran and Vivian Chan.

9. Election Results

I will now announce the successful Board Directors following the online voting that took place from 22 to 29 October. Voting took place through CorpVote who has independently verified the results of this year's election.

Before I announce the results, I would like to thank all candidates for putting themselves forward and, regardless of the outcome, congratulate you on being women that are leading in our community.

I hope that all of you continue to be involved with the organisation in some way, as one of the greatest strengths of YWCA Canberra is our active members and the diversity and energy they bring to the organisation.

This year we had four Board Director positions open and seven nominees. I am pleased to announce that the following individuals have been elected to the Board:

- *Di Bakon*
- *Georgina Carnell*
- *Vivivan Chan*
- *Louise Crossman*

Congratulations to each of these women and thank you for your interest and commitment to the organisation. I look forward to working with each of you.

I am delighted to announce that the following individuals have been selected to undertake the YWCA Canberra Board Traineeship program:

- *Jazmeen Payne*
- *Camille Schloeffel*
- *Josephine Janssen*
- *Elsie Adamo*

Congratulations to these trainees – I look forward to seeing you absorb and learn from many of the amazing women on the Board.

10. Close of meeting

This now concludes the formal proceedings for this evening.

Thank you all for attending the 2020 YWCA Canberra Annual General Meeting.

The President closed the meeting at 5.42 pm

Name:

Position:

Signature:

Date:

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