



ANNUAL GENERAL MEETING

MINUTES

Friday 26th October 2018 7pm – 9 pm

Meeting opened at 7.00 pm

1. WELCOME

Tim Jackson, Chairperson of the Lighthouse Disability Board, extended a warm welcome to Board members, Lighthouse Disability members, clients, families, staff and volunteers.

BOARD MEMBERS PRESENT:

Tim Jackson, Antonio Dottore, Lea Stevens, Matthew King, Corey Martin, Wayne Gibbings, Tony Russo (Board Members)

MEMBERS OF LIGHTHOUSE DISABILITY PRESENT:

Need to get these names

APOLOGIES:

Sarah Scammell, Karen Polkinghorne, Amanda Patterson, Karen Collins, Sharon Williams

Tim acknowledged that we were meeting on Kurna land and paid respect to elders past, present and emerging and to their cultural heritage, beliefs and relationships with the land.

Tim explained the 2018 AGM format was a departure from previous years and two rooms were operating simultaneously. One in which the clients were enjoying music and dancing and the room for the formal part of the AGM. He encouraged those present to enjoy the artwork, painted by Lighthouse Disability clients, which was on display in the foyer.

2. **Draft Minutes** of the AGM held on Friday 10th November 2017 had been distributed to members prior to the meeting and copies were available at the meeting. Members were invited to seek clarification on any matters in the Minutes. No matters were raised.

Motion:

That the Minutes of the AGM held on 10th November 2017 be confirmed as a true and accurate record of the meeting.

Moved: Sue Andrews moved

Seconded: Lee Stevens seconded this motion.

Members were asked to indicate if there was support for this motion and the motion was carried.

3. PRESENTATION OF REPORTS

Tim Jackson, Chairperson of the Board, presented the report from the Chair and the CEO.

Key points made by Tim were;

- Acknowledged the sad loss and contribution of Lighthouse Disability's previous Chairperson, Brenton Wright, who passed away 12 months ago
- Thanked the CEO Marj Ellis for her tireless work on behalf of clients, staff and the Board
- Acknowledged Patrons The Hon Hieu Van Le and Kelly Vincent
- Thanked the clients for trusting the organisation and everyone who contributed to the organisation, including contractors and suppliers



- Paid tribute to the work of previous Board members, Dana Shen and Kim Shreve and that of current Board members
- Family Advisory Committee members were recognised for their time and contribution
- Staff were thanked for their efforts in the challenging NDIS environment
- Last but not least Tim extended thanks to the 50+ volunteers who contribute and make a difference to the lives of Lighthouse Disability clients
- Tim posed the question of whether the Board had met its Objectives under the Constitution and was satisfied that it had. Evidence of those outcomes are documented in the Annual Report. He acknowledged that it has been a big challenge for Lighthouse Disability to manage the transition to the NDIS and that he was proud of the way Lighthouse did this and supported families through this period.
- Staff retention is an issue of concern for the Board.
- Culture of the organisation is an area of further work. Areas of improvement needed were highlighted in the staff survey
- The Enterprise Bargaining Agreement is close to being resolved after protracted discussion.
- Feedback from the Government about the Lighthouse reputation during this NDIS transition period has been positive
- Site visits have impressed Tim and he acknowledged that our workforce is our strength but noted systems and processes still need refining.

- During the next 12 months the focus for Lighthouse Disability will be:
 - the continuing transition to the NDIS
 - the retention of clients
 - leadership
 - future of Lighthouse Disability and its strategic direction
 - housing - quality & future partners
 - the unfolding DisSA situation and implications for Lighthouse Disability

- Democracy and Lighthouse Disability
 - Tim posed another question which was how democratic do we want the Organisation to be? Organisations in the UK are leaving the public sector and ownership is being taken on by members and or employees.

- Key issues for the next 5 years
 - All of the above
 - the second wave transition to the NDIS, including DHS clients transferring to Lighthouse Disability

In closing Tim thanked Board members again and said he was very proud of the work they had completed during the past 12 months.

Time invited any comments or questions. None were raised.

Tim thanked Matt King (Chair of the Finance Committee) for his finance against budget work and invited him to present the Finance Report.

Matt King, Chairperson of the Finance Committee, presented the Financial report.

Matt said it was his privilege to present his second report. He noted a surplus of \$113,000 which was less than the 16/17 financial year sum of \$149,000 and said it was import to action surpluses. In the Statement of Cash Flows the net cash generated from operating expenses was \$1.4 million which was surplus and at variance to the budget.



He acknowledged that there has been lots of work understanding the transition to the NDIS which has been slower than expected. He felt the uncertainty had been well managed and progress has been made. He thanked the Lighthouse Disability Administration team and everyone on the Finance Committee for their hard work.

Noted the Committee will undergo a strategic planning process in the near future. Tony Russo, Tim Jackson, Marj Ellis and Karen Polkinghorne and her team will be involved.

Matt invited any comments or questions. None were raised.

Motion:

That the reports of the Chairperson (and CEO) and Chair of the Finance Committee about key activities and our financial position for 2017/18 be accepted.

Moved: Chris Andrews

Seconded: Tony Russo

4. APPOINTMENT OF LIGHTHOUSE BOARD MEMBERS

Marj Ellis assumed the role of Chair.

People present were referred to the Appointment of Directors attachment for information about each of the people recommended for appointment.

Marj asked for any questions or comments. None were raised.

Motion

That members appoint the following people to the Board:

- **Antonio Dottore**
- **Wayne Gibbings**
- **Corey Martin**
- **Sarah Scammell**
- **Lea Stevens**

Moved: Gill Halliday

Seconded: Sue Andrews

All Directors were congratulated and invited to stand so they could be introduced to and acknowledged by everyone present.

5. BRIEF REVIEW OF COMMITTEES OF THE BOARD FOR 2017/18

Marj acknowledged the various sub-committees of the Board and thanked members for their valuable contribution to Lighthouse Disability.

- Family Advisory Committee
- Consumer Reference Group
- Nominations and Appraisals Committee

Noted the Chair of the Board is ex-officio on all Committees

6. INFORMATION ABOUT RECENTLY ESTABLISHED COMMITTEES OF THE BOARD

- Housing Committee - chaired by Wayne Gibbings
- Client Wellbeing and Workforce Engagement Committee - chaired by Lea Stevens
- Finance, Risk and Audit Committee - has been expanded

The Committees will be reviewed at Christmas time.



7. INFORMATION ABOUT CELEBRATIONS FOR 30TH BIRTHDAY

- Clients - event at Sferas in November 2019
- Staff - event in March 2019
- Stakeholders - Cocktail party at Government House - date TBC
- Brenton Wright Awards - March 2019. Money from Brenton's funeral will fund these two awards.

8. ANY OTHER BUSINESS

Rikki thanked Steve Denholm for his contribution to the CRG.

Marj thanked everyone for their interest and support and invited everyone to join our clients for supper.