

A G E N D A

**54th ANNUAL GENERAL MEETING
of the ASTHMA FOUNDATION WA INC.
6.00 PM MONDAY 22ND OCTOBER 2018**

- 1. Opening**
- 2. Attendance**
- 3. Matters arising from the Minutes**
- 4. Presidents Report to Members**
- 5. Consideration of Financial Statements of the Asthma Foundation of Western Australia Inc.**
- 6. Appointment of the Auditor for 2018-2019**
- 7. CEO Report**
- 8. Award & recognition**
- 9. General Business**
- 10. Election of Board Members**
- 11. Close of Meeting**

**MINUTES OF THE 53rd ANNUAL GENERAL MEETING OF MEMBERS OF ASTHMA
FOUNDATION OF WA INC**

HELD AT THE ROYAL PERTH YACHT CLUB, AUSTRALIA II DRIVE, CRAWLEY, WA

ON WEDNESDAY 8 NOVEMBER 2017 at 6:00pm

OPENING

The President Mr Brett Goodridge introduced himself to members. Mr Goodridge was invited to join the Board as President in August 2017 when Mr T Carter decided to stand down. The President declared the meeting open at 6:00 pm and welcomed Life Members, Members and guests.

ATTENDANCE

The President tabled the list of apologies for the meeting.

1. CONFIRMATION OF MINUTES OF LAST (52nd) ANNUAL GENERAL MEETING

The President advised that the Minutes of the 52nd Annual General Meeting held 20 October 2016 had been circulated with the AGM notice of meeting. The President dispensed with reading of the Minutes and requested a motion of confirmation that the Minutes reflected a true and correct record.

It was moved by Mr D McKenna, seconded Ms L Viska and carried that the Minutes provided a true and correct record.

2. MATTERS ARISING FROM MINUTES

Nil.

3. PRESIDENTS REPORT TO MEMBERS

The President invited Mr T Carter to present the President's report for the 2016/17 year.

Mr Carter thanked the President for allowing him to address the members. In 2017 Mr Carter was coming to the end of his three year term and together the Board identified a successor to ensure a smooth changeover. Mr Carter thanked the President for joining the Asthma Foundation.

2016/17 was a year of significant change for the Foundation. Mr David Johnson resigned as CEO and Ms Samantha Tough and Mr Ian Craig were recruited as CEO and COO respectively.

The single entity and merger discussion between Asthma Australia, the NAC, and the State Foundations was a major agenda item in 2016. In December 2016 the Asthma Foundation decided not to participate in the merger. At the time of this meeting NAC, Asthma Foundation Northern Territory and Asthma Foundation Tasmania have also decided to remain independent. Remaining independent is the right choice for the Foundation at this time, but it is a decision that will be reviewed on a regular basis.

The Foundation made a small net profit this year but this was not achieved without difficulty and through hard decisions. In February 2017 the Freeway Bike Hike for Asthma was cancelled. The registration and fundraising numbers were showing that the event would post a second successive loss. This was a gutsy decision for a new CEO and the challenge is now to find a new event to support us in the future.

Mr Carter thanked departing Board members for their service, Mrs Anjie Brook, Prof Graham Hall, Mr Warren Campbell, Dr Lydia Kilcullen. Prof Hall still volunteers his time as Chairman of the Medical Advisory Committee. Mr Carter made special mention of Mr Campbell and his 10 years of service on the Board.

It was moved by Mrs C Cranston, seconded Dr K Fitch and carried that the Presidents Report for the Asthma Foundation be accepted.

4. CONSIDERATION OF FINANCIAL STATEMENTS OF THE ASTHMA FOUNDATION WESTERN AUSTRALIA INC

The Treasurer Mr S Broad tabled the Financial Reports. 2017 is Mr Broad's fifth year as treasurer and despite a difficult financial year the Foundation posted a net surplus of \$44,830 for the year ending June 30 2017.

The net surplus includes an operational deficit of \$251,398 which is largely due to the Freeway Bike Hike and changes in how we record the depreciation of property. A new audit company, Butler Settineri performed the 2016/17 audit and on their recommendation we have begun depreciating the value of our offices at 4% each year. Accumulated depreciation for the year came to \$144,001 and makes up over 50% of the operational deficit.

The Foundation's Balance Sheet has increased from \$4,328,756 to \$4,373,585. The Foundation continues to hold stable long-term assets and a strong investment portfolio.

It was moved by Mr T Carter, seconded Ms L Viska and carried without dissent that the Financial and Auditor Reports for the Asthma Foundation be accepted.

5. APPOINTMENT OF AUDITOR FOR 2016-2017

The Chairman confirmed Butler Settineri have been appointed as Auditors for 2017/18.

6. AWARDS AND RECOGNITION

The President noted that the presentation of awards and recognition of exceptional service was an important role for an AGM. The President thanked and acknowledged the following for their service:

Mr Tony Carter – For six years of Board service and three years as President of the Foundation.

Mr Warren Campbell – For ten years of Board service.

Dr Lydia Kilcullen – For four years of Board service

Mrs Yvonne Ashworth – For fifteen years service as a Respiratory Health Educator with the Asthma Foundation

In their absence the President also noted the following:

Dr Graham Hall – For seven years of Board service

Mrs Anjie Brook – For three years of Board service

Mr Keith and Leonie Munday – For raising \$30,000 for the "Augusta Asthma Adventure"

The President congratulated all award recipients.

7. GENERAL BUSINESS

The President asked if there were any questions from members or items of general business. No questions were raised.

8. ELECTION OF NEW BOARD MEMBERS

The President confirmed that in accordance with the Constitution, the following nominations for Board Members had been received.

Mr Cathal Smith
Mr Spencer Broad
Ms Lisa Viska
Mr David McKenna

As the number of nominees and current Board Members did not exceed the constitutional maximum the President declared all nominees elected for a three year term.

The President also declared the Office Bearers for 2016/17 as elected by the Board Members.

President – Mr Brett Goodridge
Vice President - Mr Cathal Smith
Treasurer - Mr Spencer Broad

The President noted that the current Board has five members, which is less than the six Board members required under article 10.2 of the Constitution. The President will be making recruitment of a new Board member a priority.

9. CEO REPORT

Ms Tough introduced herself and Mr Ian Craig to the members. Ms Tough and Mr Craig have a combined experience of sixty years in the commercial and not-for-profit space. Ms Tough also noted Health Services Manager Mrs Jenny Howson and Chief Financial Officer Miss Sarah McKenna and thanked them for their efforts. Under this team the Asthma Foundation is well set up to work through this period of change.

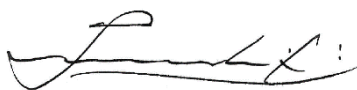
The not-for-profit environment is changing, funding sources are drying up and there are no magic answers. Since her commencement Ms Tough and Mr Craig have meeting with stakeholders across the industry and re-connecting with the asthma community.

Ms Tough has travelled to London to meet with Asthma UK about their strategic approach. Through this meeting it became clear that Asthma UK faces many of the same issues that the Foundation faces, corporate funding is reducing and it is difficult to make asthma relevant to consumers. Meeting with Asthma UK has helped to speed up thinking in regards to the Asthma Foundation's strategies.

The Strategic Direction is still being finalised and Ms Tough hopes to be able to share a final document by the end of Christmas.

10. CLOSURE

There being no further business the President declared the 53rd Annual General Meeting of Asthma Foundation of WA Inc. closed at 6:50pm. He invited all members present and guests to join him and the Board for refreshments.



Brett Goodridge
President

21/11/17

Date

BOARD NOMINATION

In accordance with the Constitution of the Asthma Foundation of Western Australia Inc., and being members of the Foundation, we hereby nominate:

FULL NAME

for election to the Board of the Foundation for a three year term commencing from the 54th Annual General Meeting on Monday 22nd October 2018.

Nominator.....

Signature

Secunder

Signature

I accept this nomination.

Nominee's Signature

Date / /

(Nominations must be forwarded to the CEO no less than 7 days before the Annual General Meeting)



APPOINTMENT OF PROXY

I being a member of Asthma Foundation Western Australia Inc and entitled to attend and vote hereby appoint:
(indicate in appropriate box if you wish to appoint a proxy)

FULL NAME
(being an Asthma Foundation WA Financial Member)

OR

CHAIRMAN OF THE MEETING

as my proxy to attend and act generally at the meeting on my behalf and to vote in accordance with the following directions at the General Meeting of Asthma Foundation Western Australia Inc. on 22nd October 2018