



Q Shelter AGM Minutes 2019

Where: Innovation Space, Level 7 Green Square Close, 515 St Paul's Terrace, Fortitude Valley

When: Wednesday 13th November 5pm

Agenda Item	Presenter
<p>1. Opening and welcome</p> <p>The Annual General Meeting was opened at 5.10pm.</p> <p>Acknowledgement of Traditional Owners.</p>	Morrie O'Connor
<p>2. Quorum, Proxies and Apologies</p> <p>A quorum was confirmed.</p> <p>The Attendance List is provided in Appendix 1.</p> <p>The Proxy List is provided in Appendix 2.</p> <p>Apologies received prior to the AGM are provided in Appendix 3.</p> <p>Acknowledgement of Management Committee Members who have stepped down since the 2018 Annual General Meeting: Damian Foley and Mark Doonar.</p>	Morrie O'Connor
<p>3. Minutes of the 2018 AGM</p> <p>Motion: <i>That the minutes of the 2018 AGM, as circulated, be accepted as a true and correct record of the meeting.</i></p> <p>Moved: Jennifer Clark</p> <p>Seconded: Cameron Darling</p> <p>Motion carried.</p>	Morrie O'Connor
<p>4. Business Arising</p> <p>Nil</p>	Morrie O'Connor
<p>5. Special Business: Proposed Constitutional Changes</p> <p>Q Shelter Management Committee engaged McCullough Robertson to conduct a review of governing rules of Q Shelter as they had determined that several amendments should be made to rule 16 relating to the membership of the Management Committee. This would ensure that Q Shelter reflected best practice in corporate governance. The proposed Rule changes are as listed:</p> <p>Rule 16.1 has been updated to read that <i>"the Management Committee of the Association must comprise at least three, but not more than 12, members of the Association and must include a president, vice president, treasurer and any other members the Association that members elect at a general meeting"</i>.</p> <p>Moved: Darren Mew</p> <p>Seconded: Jennifer Clark</p> <p>Motion carried.</p>	Morrie O'Connor Penny Carr (Returning Officer)

Agenda Item	Presenter
<p>Rule 16.2 has been removed which read <i>“a member of the Management Committee, other than a secretary appointed by the Management Committee under Rule 13.1 (b) (iii) must be a member of the Association”</i>.</p> <p>Moved: Michael Trotter</p> <p>Seconded: Teresa Reed</p> <p>Motion carried.</p> <p>Rule 16.2. has been replaced with <i>“a member of the Management Committee who has held office for three consecutive Terms under Rule 16.1. is not eligible for re-election”</i>.</p> <p>Moved: Darren Mew</p> <p>Seconded: Faishal Mahmud</p> <p>Motion carried.</p> <p>Rule 16.3. has been amended to state that if a member of the Association is appointed to a Casual Vacancy on the Management Committee under Rule 19, <i>“their Term does not commence until they are elected as a member of the Management Committee under Rule 17”</i>.</p> <p>Moved: Cameron Darling</p> <p>Seconded: Glenn Sowman</p> <p>Motion carried.</p> <p>Rule 16.4. has been added which states <i>“Notwithstanding Rule 16.1., the Management Committee may determine which of the Management Committee members are to retire from time to time and to the extent the law permits, the date of their retirement”</i>.</p> <p>Moved: Darren Mew</p> <p>Seconded: Hannah Scott</p> <p>Motion carried.</p>	
<p>6. Presentation of Annual Report and Treasurer’s Report</p> <p>Jennifer Clark presented the <u>Annual Report</u> and President’s Report. Key points included:</p> <ul style="list-style-type: none"> • Partnering for Growth and Partnering for Impact work with the Queensland Department of Housing and Public Works and the broader Housing and Homelessness Sector in Queensland. Both strategies are vital to maximising the collective efforts of the Queensland Government and the sector in Queensland. • Changing demographics, weak employment and wages growth and in particular the changing nature of employment fundamentally challenges our current housing system. The slow and sustained decline in homeownership and the growth in long term private rental; “Generation Rent”, is the reality for more and more Queensland households. Growth in social housing has not kept pace with population growth continuing a long term trend to marginalizing social housing to very high need tenants. Homelessness continues to increase and new cohorts of homeless people such as older women are emerge in numbers not seen previously. • Broader community interest in housing affordability and supply generally remains high. 	<p>Fiona Caniglia</p> <p>Jennifer Clark</p>

Agenda Item	Presenter
<ul style="list-style-type: none"> • Involvement in project with Business Models Inc (BMI) to incubate the development of a Housing Action Lab (HAL) in Queensland. Building collaborative capacity with new partners and co-creating solutions is fundamental to the HAL structure. The HAL is drawing on similar work underway in Canada. • Expressed the Committee’s gratitude to its major funder, the Department of Housing and Public Works and the Minister for Housing and Public Works, Mike de Brenni for the support given to Q Shelter throughout the year. • Staff efforts throughout the year continue to be outstanding and special thanks went to Fiona Caniglia for her work leading the team throughout the year. • Gratitude to the Committee for their support over the year. Welcomed Jo Bowen, Hannah Scott and Michael Trotter who all have made valuable contributions to the Committees’ governance and strategic deliberations. • Advised that Jenny would be standing down at the AGM and expressed thanks to the members of Q Shelter for giving her the privilege of serving on the Q Shelter Management Committee for the last five years. <p>Motion: <i>To adopt the Q Shelter Annual Report</i></p> <p>Moved: Jennifer Clark</p> <p>Seconded: Darren Mew</p> <p>Motion carried.</p> <p>Jennifer Clark presented the <u>Treasurer’s Report</u>. Please refer to the Treasurer’s report in the 2018-19 Annual Report.</p> <p>Motion: <i>To adopt the 2018-2019 audited financial statements.</i></p> <p>Moved: Jennifer Clark</p> <p>Seconded: Darren Mew</p> <p>Motion carried.</p> <p>Fiona Caniglia presented the Executive Director’s Report. Please refer to the Executive Director’s Report in the 2018-19 Annual Report.</p> <p>Motion: <i>To accept the Executive Director’s Report</i></p> <p>Moved: Cameron Darling</p> <p>Seconded: Hannah Scott</p> <p>Motion carried.</p>	
<p>7. Appointment of auditors</p> <p>Motion: <i>That BDO Accountants be appointed as the 2019-20 Auditors</i></p> <p>Moved: Jennifer Clark</p> <p>Seconded: Darren Mew</p> <p>Motion carried.</p>	Morrie O’Connor

Agenda Item	Presenter
<p>8. Deidre Coghlan Bursary Awards</p> <p>Maggie Shambrook, Fiona Caniglia and Jennifer Clark shared personal stories of Deidre Coghlan.</p> <p>The winners of the Deidre Coghlan Bursary are:</p> <p>Joanne Moynihan from Whitsunday Housing Company. Funding will be used to attend a “Designing Specialist Homeless Services for Women Masterclass” in Brisbane.</p> <p>Yee Long Chang of SPK Housing Group. Funding will subsidise a Certificate 4 in Accounting.</p> <p>Angie King of Anglicare Central Queensland. Funding will subsidise a Certificate 4 if Community Services.</p> <p>Frances Turner of United Synergies. Funding will provide a chicken coop and edible garden for residents.</p>	<p>Scott McGregor</p>
<p>9. Election of Management Committee</p> <p>Penny Carr declared all positions vacant and presented the Returning Officer’s Report (Appendix 4).</p> <p>Unopposed nominations for the following Management Committee positions were received by the due date:</p> <ul style="list-style-type: none"> • Darren Mew – President • Annemaree Callander – Vice President • Darren Young - Treasurer • Peter Bell – General Member • Joanne Bowen – General Member • Cameron Darling – General Member • Robert Perrier – General Member • Natalie Rayment – General Member • Teresa Reed – General Member • Hannah Scott – General Member • Michael Trotter – General Member 	<p>Penny Carr (Returning Officer)</p>
<p>10. Other Business</p> <p>Darren Mew acknowledged outgoing President Jennifer Clark and her contribution to the Q Shelter Management Committee and sector throughout her career and term on the Committee.</p> <p>Darren Mew acknowledged Esther Dabinett, Manager Organisational Support who was leaving the organisation after 5 years.</p> <p>Darren Mew invited all guests to stay to celebrate the year with staff.</p>	<p>Darren Mew</p>

Signed as a correct record:

Chairperson _____

Date _____



APPENDIX 1 - MEMBERS ATTENDANCE SHEET

Annual General Meeting 2019

Where: Innovation Space, Level 7 Green Square Close, 515 St Pauls Terrace Fortitude Valley

When: Wednesday 13th November 5pm

First Name	Surname	Organisation
Tanya	Bell	United Synergies
Joanne	Bowen	PwC (I)
Rob	Bramwell	IFYS (O)
Annemaree	Callander	Brisbane Youth Service (I) and (O)
Jenny	Clark	(I)
Renaë	Clayton	Regional Housing Limited (O)
Alison	Cole	Youth Housing Project (O)
Cameron	Darling	Bric Housing (I)
Andrew	Elvin	Coast2Bay Housing Group (O)
Darce	Foley	United Synergies (O)
Patricia	Goldfinch	Mareeba Community Housing Company Ltd (O)
Brett	Hanna	Regional Housing Organisation
Kirsten	Holland	ATSICHS Brisbane
Faishal	Mahmud	Mission Australia (O)
Darren	Mew	(I)
Ryan	O'Leary	QCOSS (O)
Michael	Parish	Encircle BN Homestay
Robert	Perrier	(I)



SHELTER

because housing matters

First Name	Surname	Organisation
Teresa	Reed	Mangrove Housing (O) and (I)
Marilyn	Sard	Hervey Bay Housing Coalition (O)
Hannah	Scott	(I)
Glen	Sowman	Jupiter Mossman Housing Company (O)
Barbara	Sowman	Jupiter Mossman Housing Company
Michael	Trotter	(I)
Fran	Turner	United Synergies
Jessica	Vidafar	Access Community Housing Group (O)
Rachel	Watson	(I)



NON-MEMBERS ATTENDANCE SHEET

Annual General Meeting 2019

Where: Innovation Space 515 St Paul's Terrace, Fortitude Valley

When: Wednesday 13th November 5pm

First Name	Surname	Organisation
Matt	Arustrag	Parent to Parent
Lyndelle	Beezley	Kabi Kabi Aboriginal Corporation
Natasha	Boyle	DHPW
Michelle	Brown	DHPW
Sally	Faux	DHPW
John	Goodwin	Community Sector Banking
Kirsten	Holland	ATSICHS
Rodney	Jarro	DHPW
Trudy	Johnston	Brisbane City Council
Michael	Myers	National Affordable Housing Consortium
Robyn	Nash	Kabi Kabi Aboriginal Corporation
Ashleigh	Parsons	DHPW
Daniel	Robertson	Queensland Community Housing Tenants Advocacy Service
Stephen	Simpson	Goodna Youth Service
Karen	Swift	QDN
Jenny	Tommerup	NDIS
Liza	Windle	DHPW



Appendix 2 - Proxy List

Annual General Meeting 2019

Where: Innovation Space, Level 7 Green Square Close, 515 St Pauls Terrace Fortitude Valley

When: Wednesday 13th November 5pm

Name	Organisation	Appoint 1	Appoint 2
Joanne Moynihan	Whitsunday Housing Company Limited	Jenny Clark	Darren Mew
Darren Young	Mission Australia	Faishal Mahmud	
Peter Bell		Jenny Clark	Darren Young
Colleen Tribe	Roseberry Ltd	Morrie O'Connor	
Dushy Thangiah	Yumba Meta	Jennifer Clark	Darren Mew
Adam Klapproth	Anglicare CQ	Chairperson	
Stuart Moar	YellowBridge	Jessica Vidafar	
Karen Bozier	Churches of Christ	Chairperson	



SHELTER
because housing matters

Appendix 3 - Apologies

Annual General Meeting 2019

Where: Innovation Space, Level 7 Green Square Close, 515 St Pauls Terrace Fortitude Valley

When: Wednesday 13th November 5pm

Name	Organisation
Honourable Anastacia Palaszczuk MP	Premier of Queensland and Minister for Trade
Honourable Mick de Brenni MP	Minister for Housing and Public Works
Darren Young	Mission Australia
Peter Bell	Q Shelter Management Committee
Natalie Rayment	Co-founder YIMBY Qld
Kirstine Harvie	Department of Housing and Public Works
James Toomey	Mission Australia
Trish Woolley	Department of Housing and Public Works
David Cant	
Fiona Hunt	Basic Rights Qld
Adrian Pisarski	National Shelter
Jo Ahern	CHIA Qld
Rob Bramwell	IFYS
Andrea James	Relationships Australia
Colleen Tribe	Roseberry Qld
Garry Page	Australian Red Cross
Stuart Moar	Yellowbridge
Karen Bozier	Churches of Christ
Adam Klapproth	Anglicare Central Qld



SHELTER

because housing matters

Name	Organisation
Annie Rutherford	Australian Red Cross
Sherradean Stringer	Roseberry Qld
Shaun Alexander	QUT
Alexandra McColl	Compass Housing
Aaron Hoffman	DHPW
Dushy Thangiah	Yumba Meta
David Ng	Community Homes



SHELTER
because housing matters

Appendix 4 - Annual General Meeting 2019

Where: Innovation Space, Level 7 Green Square Close, 515 St Pauls Terrace Fortitude Valley

When: Wednesday 13th November 5.00pm

2020 Management Committee Nominations

The Queensland Shelter Management Committee is made up of a President, Vice President, Treasurer and any other members the Association members elect at a General Meeting. In accordance with the Q Shelter Incorporated Rules, calls for nomination were made by the Secretary to Q Shelter members within the required timeframes. As per Incorporated Rules requirements, the list of the Candidate names listed in alphabetical order, were posted on the 30th October 2019 in the Q Shelter office being 14 days prior to the AGM. All Q Shelter members received an email advising them of the nominations.

First Name	Second Name	Position	Nominated by	Seconded by
Peter	Bell	General Member	Jennifer Clark	Darren Young
Joanne	Bowen	General Member	Jennifer Clark	Darren Young
Annemaree	Callander	Vice President	Jennifer Clark	Darren Young
Cameron	Darling	General Member	Jennifer Clark	Darren Young
Darren	Mew	President	Jennifer Clark	Darren Young
Robert	Perrier	General Member	Jennifer Clark	Darren Young
Natalie	Rayment	General Member	Darren Mew	Jennifer Clark
Teresa	Reed	General Member	Hannah Scott	Jennifer Clark
Hannah	Scott	General Member	Michael Trotter	Jennifer Clark
Michael	Trotter	General Member	Hannah Scott	Teresa Reed
Darren	Young	Treasurer	Teresa Reed	Jennifer Clark