



**Minutes of the Annual General Meeting of the Ballarat Mechanics' Institute, held at the Institute and Online (Zoom), on Wednesday, 29 June 2020, at 4.00 pm**

1. **Welcome:** President Terry acknowledged that we were meeting on Wadawurrung Land. He then welcomed all those attending, both physically and those at home online.
2. **Attendance**
  - 2.1. **In Person:** David Berry, Marion Blythman, Peter Dowling, Ross Furness, Grantley Hastings, Robert Hook, Terry Lloyd, Sue Lloyd, Andrew Miller, Ben Taylor (Mayor), Geraldine Roberts, Phil Roberts, Mike Stephens, Sam McColl, Colin Jackson, Paula Nicholson, Jane Valpied
  - 2.2. **Online:** Ann Cato, Ivan Cato, Daryl Meek, Hilary Pope, Garry Snowden, Fiona Watson and Voi Williams.
  - 2.3. **Apologies:** Prue Bentley, Wendy Graham, Frank Hurley, Rosemary McInerney, Kevin Murnane and Val Sarah. **Apologies were accepted on the motion of Andrew Miller, seconded by Phil Roberts – carried.**
3. **Minutes: Minutes of 26 June 2019 AGM were confirmed: moved Mike Stephens, seconded Paula Nicholson – Carried**
4. **Matters Arising from Minutes:** Nil
5. **Correspondence:** A letter had been received from the Institute's Patron, Frank Hurley, in which he apologised for being unable to attend the meeting and advising that he was retiring from the role of Patron as of today's date. He went on to say that it had been a great honour to be the Institute's first official Patron in its 160 year history. President Terry thanked Frank, not only for carrying out the role of Patron, but for his many years of dedicated service and effective leadership to the Institute.
6. **Reports:**
  - 6.1. **Annual Report:** President Terry Lloyd summarised excerpts from the comprehensive four-page Annual Report. He mentioned as highlights: **1.** The Board has continued to focus on strategic planning and the development of key projects; **2.** The Institute has been heavily impacted by the Covid-19 pandemic and is working with key stakeholders to ensure the BMI's financial sustainability; **3.** Acknowledged the valuable support provided by the strategic partnership with the City of Ballarat; **4.** Membership remains strong; **5.** The planning processes have led to the Board working on a number of key projects – these have included: use of library and space allocation, collections management and data-bases, OH&S reviews, reviews of Venue Hire documentation, membership strategy and the clean-out and repairs to the basement; **6.** Acknowledged the hard work of the staff and volunteers; **7.** The Victorian government grant to begin the improvements to the basement; **8.** The improvements to the Institute's website and Newsletters; **9.** The number and variety of events and functions conducted at the Institute; **10.** The hard work, diligence and professional competence of Board members and office holders.
  - 6.2. **President Terry presented Certificates of Appreciation to:**
    - 6.2.1. Robert Hook for his valuable support as a long term member of the Finance Committee, and
    - 6.2.2. Grantley Hastings for undertaking the role of Treasurer in an outstanding manner for a number of years.
    - 6.2.3. Sadly, Wendy Graham was unable to attend the meeting and receive her Certificate for her valuable service as a Board member and Vice President.

**6.3. Financial Report:** Treasurer Peter Dowling presented the annual Audited Financial Statements. The reports show an operating deficit for the year ended 30 April 2020 of \$72,659 and a net deficit after depreciation and capital items of \$107,065. Total operating income was \$254,050 for 2020 an increase of 4.8% over the previous year. The challenges for the 2020/21 year include: Covid-19 JobKeeper payments finish in September 2020; function rooms are of course not currently being hired out; the Institute is receiving less rent from shops as we have followed the Commonwealth's guidelines and offered rent relief and the Royal South Street Eisteddfod is under some threat. In 2020 we have commenced an ongoing annual appeal to assist with operational costs.

**6.4. A "question on notice" was received from Marion Blythman enquiring where in the annual accounts the income from the sale of books and newspapers appears. This will be followed up by the Treasurer.**

**6.5. MOTION: That the Annual Report and Financial Statements be adopted: moved Mike Stephens, seconded Grantley Hastings – Carried**

## **7. General Business:**

**7.1. Appointment of Auditors: That Prowse, Perrin & Twomey be retained as auditors for 2020-21: moved Peter Dowling, seconded Grantley Hastings – Carried**

**8. Other Business:** Nil

## **9. Appointment of Directors and Election of Office Bearers**

The Mayor of the City of Ballarat, Councillor Ben Taylor took the chair and declared the Board arrangements for 2020-21.

**9.1.** Directors elected for a 2 year term from June 2020: Peter Dowling, Ross Furness, Andrew Miller, Paula Nicholson and Jane Valpied.

**9.2.** Directors with one year remaining of a two-year term: David Berry, Terry Lloyd, Mike Stephens, Phil Roberts and Prue Bentley.

**9.3.** Office Bearer Nominations 2020/21 – Declared Elected:

**9.3.1.** President: Mike Stephens

**9.3.2.** Secretary: Ross Furness

**9.3.3.** Treasurer: Peter Dowling

**9.3.4.** As there were 3 nominations (David Berry, Paula Nicholson and Jane Valpied) for 2 Vice President positions, an election of all attendees (in-person and online) was undertaken. Following the counting of votes, Paula and Jane were declared as elected.

## **10. Closing remarks**

**10.1.** President Mike Stephens thanked Terry Lloyd for his leadership during his term as President and Board members, staff and volunteers for their energetic and enthusiastic service during the past 12 months. He mentioned while there are a number of challenges facing the Institute there are also many opportunities. He believes that members make the Institute and considers the spirit at work at the BMI is strong enough to get through the Covid-19 challenge and beyond.

**Ross Furness  
Secretary**