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***APEN Ltd works to support professional development in extension and related fields in Australia, New Zealand and the broader Asia Pacific region***

## **Annual General Meeting: MINUTES**

The Australasia-Pacific Extension Network Ltd Annual General Meeting by Web-conferencing on Friday 22 October 2021 at 12noon AEDT.

### **1. Opening Business**

- **Welcome**

The APEN President, Anthony Kachenko, gave those present a warm welcome to APEN's 2021 AGM.

- **Attendance**

Dana Kelly (Qld), Nicole Sallur (Qld), Greg Duncan (NSW), Sarah Thompson (Vic), Jeff Coutts (Qld), Chrissy Stokes (NZ), Adrian Englefield (NSW), Denise Bewsell (NZ), Anthony Kachenko (NSW), Jeanette Gellard (SA), Peter Long (Qld), Roy Murray-Prior (Qld), Heather Collins (NZ), Roe Currie (Vic).

- **Apologies**

Graham Harris (Qld), John James (Tas), Morag Anderson (Tas), Lauren Thompson (SA), Callen Thompson (NSW), Les Baxter (Tas), Sandy Gunter (SA).

- **Observers**

None present.

- **Minutes of Last Annual General Meeting** [These will be taken as read and are available here: <https://www.apen.org.au/2021-annual-general-meeting>]

**Motion:** "That the minutes of the 2020 Annual General Meeting be accepted as a true record of proceedings"

**Moved:** Anthony Kachenko

**Seconded:** Nicole Sallur

**Carried**

### **2. Reports** [as tabled in Annual Report]

- President's Report
- Treasurer's Report
- Company Secretary's Report
- Audited Financial Statements and Auditor's Report

Anthony mentioned the Annual Report that includes the above reports and as it had been emailed to all who had RSVP'd for the AGM it was taken as read.

Anthony commented that despite the covid issues, APEN has been particularly busy in the last twelve months and a lot had been achieved. He highlighted the new APEN Professional Membership category. Since June/July when the category became available there have been 21 successful applications and the APEN-PM raises the profile and reinforces the network. The 2022 International Conference with Prof Ruth Nettle as convenor has been a major focus this calendar year and there has been a lot of activity involving the Board Directors and volunteers.

Peter Long, APEN Treasurer, said that the financial report showed that APEN had about \$100,000 on hand at 30 June and the draw-down for the year was \$15,500. This fits with the normal biennial cycle of a profit in conference years and loss in the non-conference year. Membership income had been higher than the previous year which was pleasing. Peter acknowledged the work of the auditor Bob Travers & Associates for the financial reports and Roe Currie's diligence in looking after APEN's finances.

**Motion:** "That the reports be accepted"

**Moved:** Peter Long

**Seconded:** Jeanette Gellard

**Carried**

### 3. Vote of thanks to Graham Harris, retiring Past President

Graham Harris is stepping down from the role of Past President today. His time and efforts on the former APEN Management Committee, the current APEN Board and Chair of the Stakeholder Engagement Committee over the last 12 months are greatly appreciated.

**Motion:** "That a vote of thanks be given to Graham Harris for his time on the former APEN Management Committee, the current APEN Board and his continuing membership of the Stakeholder Engagement Committee."

**Moved:** Anthony Kachenko

**Seconded:** Denise Bewsell

**Carried**

### 4. Election of the Board

The continuing Directors are Anthony Kachenko, Nicole Sallur, Roy Murray-Prior and Company Secretary, Roe Currie.

The following Nominations have been received for vacant positions.

Position	Name	Nominator	Seconded	Date received
Director	Les Baxter	Jeanette Gellard	Peter Long	06/09/2021
Director	Heather Collins	Terry Parminter	Denise Bewsell	31/08/2021
Director	Jeanette Gellard	Patricia Hamilton	Peter Long	03/09/2021
Director	Patricia Hamilton	Jeanette Gellard	Jeanette Long	27/08/2021
Director	Peter Long	Nicole Sallur	Graham Harris	02/09/2021

**Motion:** That the Directors nominated by the due date and named as above be duly elected.

**Moved:** Anthony Kachenko

**Seconded:** Jeff Coutts

**Carried**

### 5. Election of Regional Coordinators (RCs) for the Regional Activities Committee (RAC)

The continuing RCs are Sarah Hain (NT), Callen Thompson (NSW), Caroline Coppo (Qld Nth), Noel Ainsworth (Qld Sth), Sandy Gunter (SA), Ossie Lang (Tas), Sarah Thompson (Vic), and Karen Smith (WA).

Thanks to retiring NZ RC, Chrissy Stokes, who joined the APEN Management Committee as the NZ representative in 2016 and moved to the Board and Regional Activities Committee in 2017. Chrissy retired from the Board in 2019 and continued as NZ RC until today. APEN appreciates her commitment, energy and ideas and wishes her well in her real work. We look forward to her continuing participation in APEN on the ExtensionNet Editorial Team.

The following people have nominated for the RAC.

Position	Name	Nominator	Seconded	Date received
NSW RC	Adrian Englefield	Jenny Zadro	Sylvia Jelinek	06/09/2021
NZ RC*				

\*Open for nomination “from the floor”. None received for the NZ RC.

**Motion:** That the Regional Coordinator named as above be duly elected.

**Moved:** Anthony Kachenko

**Seconded:** Pat Hamilton

**Carried**

**6. 2021 – 2022 APEN Ltd Place of Business**

**Motion:** “That APEN Ltd Place of Business for 2021 – 2022 be 11 Eltham Court, Wodonga Victoria”

**Moved:** Anthony Kachenko

**Seconded:** Peter Long

**Carried**

**7. 2021 – 2022 APEN Ltd Registered Office**

**Motion:** “That APEN Ltd Registered Office for 2021 -2022 be 11 Eltham Court, Wodonga Victoria”

**Moved:** Anthony Kachenko

**Seconded:** Chrissy Stokes

**Carried**

**8. Appointment of Auditor 2021 – 2022**

**Motion** “That Bob Travers and Associates of Albury, NSW be appointed as auditors for the 2021-2022 financial year”

**Moved:** Anthony Kachenko

**Seconded:** Denise Bewsell

**Carried**

**9. Annual Membership Fee for 2021/2022**

Following the motion at the 2018 AGM which recommended increasing membership fees by 5% per annum, the 2022/2023 fees (from July 2021) are as follows:

- Professional Membership: \$157.50 + GST
- Ordinary Membership: \$115.50 + GST
- Student Membership: \$57.75 + GST
- Retiree Membership: \$57.75 + GST
- Life Membership: free

Please note: New Zealand Members do not pay Australian GST

**APEN also offers:**

- Corporate Membership
- Overseas Membership (outside Australia and New Zealand: \$30 (no GST))
- Subscription for hard copies of ExtensionNet and Rural Extension & Innovation Systems Journal - \$50 + GST

**10. General Business: Nil** [\[The Board needs to be notified of any General Business items a month before the AGM\]](#)

Anthony invited questions or discussion. Jeff asked where the members come from – some years ago the majority of members were from government – has this changed. Roe confirmed that there are a higher proportion of private consultants and members involved in industry bodies and NRM. Anthony said that we will look at the changing dynamics on who are APEN members and share with members for their information.

**11. Meeting Close**

Anthony thanked everyone for their attendance and closed the meeting at 12.25pm.