



# Annual Report

2023/2024



# 01

## President's Report

I am proud to present this President's report on behalf of the APEN Board of Directors for the 2023/2024 financial year. This year the APEN Directors have volunteered their time and expertise to provide governance support, drive initiatives and mentor those providing services to APEN members. I would like to recognise both the current and past members of the Board that have supported



APEN this year including Nicole Sallur, Roy Murray Prior, Pat Hamilton, Peter Long, Simon Sankey, Sohail Mazhar and Olivia Weatherburn, Dr Anthony Kachenko, Heather Collins and John Ladley.

These efforts have been ably supported by The Association Specialists, who have conscientiously provided a high level of secretariat services to support both APEN and the Board. This has included governance support plus membership, finance, communication, meetings and event management.

Alice Long has also played an increasing role in supporting APEN communications and her work in refreshing and increasing APEN presence in Facebook and LinkedIn should be recognised.

### **FROM JULY TO NOVEMBER OF 2023 THE BOARD FOCUSED UPON:**

- Interrogating the findings of the 2023 members survey,
- Overseeing and support the 2023 Conference and APEN Awards,
- Reviewing ExtensionChat and APEN Conversations services, the 30-year history booklet and whether to update the APEN logo,
- Developing the Champions policy and reviewing the risk appetite,
- Reviewing the IT and emails contracts and the feasibility of a New Zealand bank account, and
- Making AGM arrangements, including Board and Regional Coordinator succession and new Board Director induction.

# 02

# President's Report

## **THE NEW BOARD, INSTALLED AT THE AGM IN NOVEMBER 2024, FOUND ITSELF IN AN ENVIABLE POSITION WITH THREE KEY ASSETS:**

- A stable financial position and an engaged membership from the successful 2023 Conference,
- A new Board with capacity and energy to support APEN member services, and
- Guidance from members on preferred services from the 2023 members' survey.

As a result, the Board, with the support of monthly finance, TAS management, communications and membership reports, focused on the following strategic initiatives in the January to June 2024 period.

- Reviewed the 2020 Strategic plan included editing the APEN values, vision, mission and priority services.
- Reviewed the five Board committees (Professional Development, Regional Activities, Member Engagement, Business Development, and Governance), their terms-of-reference, leadership and membership.
- Updated the APEN account signatories, auditor and TAS contract.
- Initiated a calendar planner for Board and committee meetings and APEN services.
- Reviewed the Board capability, skills and succession.
- Developed a 2023 conference report and started planning the 2025 Conference in Brisbane.
- Discussed challenges with a membership directory and meeting privacy legislation.
- Initiated a review of the APEN Constitution.
- Confirmed a virtual 2024 AGM and a face-to-face planning meeting for November.
- Reviewed the Business supporter arrangements for >30 and < 30 members.

# 03

## President's Report .

I am in continued awe at the level of professionalism and dedication that the Directors bring to their role. I would especially like to express my sincere thanks to Pat Hamilton and Peter Long who will both step down from the Board at the November AGM. Pat and Peter have served the maximum six years as Directors. I certainly hope to continue to engage their commitment to APEN through a continuing role on Committees, just as other members do.

I would also like to recognise the team of Regional Coordinators and volunteers, who work alongside the Board in organising our activities, as we learn from the past, appreciate the present, and grow a dynamic future in our vibrant extension community network.

Noel Ainsworth



APEN President

# 04

## Regional Activities Committee

### Chair:

Dr Pat Hamilton

### Regional Coordinators (RCs):

Lauren Thornton (NT), Sue Street (NSW), Callen Thompson (NSW) Caroline Coppo (N-Qld), Tim Bradley (S-Qld); Sandy Gunter (SA); Ossie Lang (Tas), Sarah Thompson (Vic); Karen Smith (WA), Robin Barker-Gilbert (NZ)

### THE RAC'S PURPOSE:

- Sustain a strong network across Australia and New Zealand by connecting members to each other and to the organisation through various mechanisms.
- Create opportunities for members to interact online and/or face-to-face through sharing and promoting extension knowledge and skills.
- Support APEN's strategy by ensuring the Board is kept informed of regional issues.

We farewelled three RCs during the year: Sarah Hain (NT), Noel Ainsworth (SQLD, now the President) and Robin Barker-Gilbert (NZ)). Sarah and Robin were a source of strength and we miss their input. APEN recognises that the efforts of RCs wax and wane according to what else is going on in their lives, both personally and professionally. We wish them a future full of challenges and rewards. We are fortunate to welcome Lauren Thornton (NT) and Tim Bradley (S-Qld) to the team. Recruitment for NZ RCs is ongoing.



# 05

## Regional Activities

### AS A TEAM, THE RCS HAVE:

- Met online five times this year, including, a planning meeting in February, facilitated by a past Director, Jeanette Gellard. We appreciate Jeanette's skills for widening our insights and strengthening our team spirit.
- Organised six APEN Conversations sessions Thanks to Sandy Gunter for her coordination and the RCs (Callen, Ossie and Sarah) for their facilitation and Denise Bewsell and Jeanette Gellard sharing their experiences. The interest and attendance from members are impressive.
- Promoted and participated in the APEN Conference, on the conference committee, chaired sessions, and presented at workshops. Many of the RC team were fortunate to catch up at an enjoyable lunch. A first face-to-face meeting with this group – provided a strong bonding time.
- In the process of restoring the very successful Roadshow with a different format, under the coordination of Sarah Thompson. It is exciting to be a part of these activities.

The team continually surprises me with their ideas and enthusiasm and I am humbled by their willingness to take on new responsibilities and support each other in time of need. We bounce off each other, learn, work collaboratively, and send our recommendations to the Board – all to engage, connect, network, and encourage our members to extend the world of professional extension.

**“I AM PRIVILEGED TO WORK WITH SUCH A DYNAMIC TEAM.”**

**Dr Pat Hamilton  
Regional Activities Chair**



# Treasurer's Report

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APEN Ltd is in similar financial position to last year with a total equity of \$266,845 as at 30th June 2024. Total Assets have increased from \$267,947 in 2023 to \$300,877 this financial year. With the Biennial Conference held in November 2023, APEN operated with a profit this year.

Special thanks for the excellent work to John James of Enablers of Change and the Tasmanian conference team plus the work on sponsorship led by outgoing President Anthony Kachenko. Apart from the conference, major sources of income were from membership fees and workshops. These additional activities over the last couple of years have broadened our income sources and provided additional services to our members.

## **THE DIRECTORS OF THE REGISTERED ENTITY (APEN LTD.) DECLARE THAT, IN THE DIRECTORS' OPINION:**

- 1) The financial statements and notes, as set out on schedules 1 to 3 (APEN Financial Statements on 30 June 2024), are in accordance with the Australian Charities and Not-for-profits Commission Act 2012 and:
  - a) comply with Australian Accounting Standards
  - b) give a true and fair view of the financial position of the registered entity at 30 June 2024 and of its performance for the year ended on that date.
  
- 2) There are reasonable grounds to believe that the registered entity will be able to pay its debts as and when they become due and payable.

This declaration is provided in accordance with subs 60.15(2) of the Australian Charities and Not-for-profits Commission Regulation 2013.

**Dr Roy Murray - Prior**  
**APEN Treasurer**  
**Governance and Strategy Committee Chair**

# Independent Auditor's Report

# 07



575 Englehardt Street  
Albury NSW 2640  
PO Box 596, Albury  
Phone: (02) 6041 5299

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF AUSTRALASIA PACIFIC EXTENSION NETWORK LIMITED.**

### **Report on the Audit of the Financial Report**

#### **Opinion**

We have audited the financial report of Australasia Pacific Extension Network Limited. (the Company), which comprises the Statement of Assets and Liabilities as at 30 June 2024, the Statement of Profit and Loss and Other Comprehensive Income and Statement of Changes in Equity for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the declaration by the Directors on the financial statements giving a true and fair view of the financial position and performance of the Company.

In our opinion, the accompanying financial report gives a true and fair view of the financial position of the company as at 30 June 2024 and its financial performance for the period then ended in accordance with the accounting policies described in Note 1 to the financial statements.

#### **Basis for Opinion**

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the company in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110: *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### **Emphasis of Matter – Basis of Accounting**

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the company to meet its statutory and other reporting requirements. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.



# Independent Auditor's Report

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## INDEPENDENT AUDIT REPORT TO THE MEMBERS OF AUSTRALASIA PACIFIC EXTENSION NETWORK LIMITED.

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### Responsibilities of the Directors for the Financial Report

The Directors are responsible for the preparation and fair presentation of the financial report in accordance with relevant financial reporting requirements and for such internal control as the Directors determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Directors are responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the Directors either intend to liquidate the Company or to cease operations, or have no realistic alternative but to do so.

### Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

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# Independent Auditor's Report

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## INDEPENDENT AUDIT REPORT TO THE MEMBERS OF AUSTRALASIA PACIFIC EXTENSION NETWORK LIMITED.

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- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Directors.
- Conclude on the appropriateness of the Directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

BOB TRAVERS & ASSOCIATES  
Chartered Accountant



RJ Travers  
Principal

ALBURY  
18 October 2024

# Independent Auditor's Declaration

# 10



575 Englehardt Street  
Albury NSW 2640  
PO Box 596, Albury  
Phone: (02) 6041 5299

18 October 2024

The Directors  
Australia Pacific Extension Network Limited  
PO Box 576  
CROWS NEST NSW 1585

Dear Directors,

## **Auditors Independence Declaration**

I declare that to the best of my knowledge and belief; during the year ended 30 June 2024 there have been no contraventions of any applicable code of professional conduct in relation to the audit.

**BOB TRAVERS & ASSOCIATES**



RJ Travers  
Principal

# Director's Declaration

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**AUSTRALASIA-PACIFIC EXTENSION  
NETWORK LIMITED "the company" ACN 622 357 144**

## **DIRECTORS' DECLARATION**

The directors declare that, in the directors' opinion:

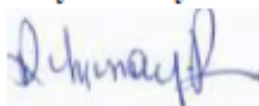
1. The financial statements and notes, as set out on schedules 1 to 3 have been prepared in accordance with the accounting policies described in Note 1 to the financial statements and give a true and fair view of the financial position of the company as at 30 June 2024 and of its performance for the year ended on that date.
2. There are reasonable grounds to believe that the company will be able to pay its debts as and when they become due and payable.

**Noel Ainsworth**



.....  
Director

**Roy Murray-Prior**



.....  
Director

Dated this 18th day of October 2024

# Financial Statement

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## Schedule 1

AUSTRALASIA-PACIFIC EXTENSION  
NETWORK LIMITED ACN 622 357 144

STATEMENT OF ASSETS & LIABILITIES  
AS AT 30 JUNE 2024

	NOTE	2024 \$	2023 \$
<b>MEMBERS' FUNDS (EQUITY)</b>			
Retained surplus		266,845	186,524
<b>Total Members' Funds</b>		<u>266,845</u>	<u>186,524</u>
<b>LIABILITIES</b>			
<b>Current</b>			
Trade creditors and accruals		9,440	15,251
Revenue in advance - Conference Registrations	3		26,351
- Conference Sponsorships	3		19,500
- Memberships	3	24,592	20,321
<b>Total Liabilities</b>		<u>34,032</u>	<u>81,423</u>
<b>TOTAL EQUITY AND LIABILITIES</b>		<u>300,877</u>	<u>267,947</u>
<b>ASSETS</b>			
<b>Current</b>			
Cash at bank		300,727	229,106
Receivables		150	6,690
Less: Provision for impairment of receivables		<u>150</u>	<u>6,690</u>
Prepaid expenses	3		32,151
<b>TOTAL ASSETS</b>		<u>300,877</u>	<u>267,947</u>

# Financial Statement

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## Schedule 2

AUSTRALASIA-PACIFIC EXTENSION NETWORK LIMITED ACN 622 357 144

### STATEMENT OF PROFIT AND LOSS AND OTHER COMPREHENSIVE INCOME FOR THE YEAR ENDED 30 JUNE 2024

	NOTE	2024 \$	2023 \$
<i>Income</i>			
APEN Conference income		279,462	
APEN event income		8,250	18,447
Membership fees		43,947	29,859
Grants			19,600
Mentoring			350
Shaping Change Book			310
Sundry receipts			46
Interest received		6,907	488
		<u>338,566</u>	<u>69,100</u>
<i>Expenses</i>			
Audit fees -2023		2,350	2,000
-2024		2,350	
Administration-			
- Other			8,906
- Secretariat TAS		47,219	32,958
APEN -Meetings		1,800	222
APEN events		5,681	20,135
Bank & government charges		1,236	1,025
BAS lodgment fees		1,763	1,400
Communication Officer fee		14,640	2,575
Conference costs		169,921	
Insurance		1,774	3,456
Membership database costs		2,298	1,807
Printing, stationery & postage			314
Subscriptions		1,286	823
Sundry expenses		795	495
Travel expenses		3,443	
Website expenses		1,689	684
		<u>258,245</u>	<u>76,800</u>
Operating surplus / (loss) for the year		80,321	(7,700)
Income tax expense			
Operating surplus/(loss)		<u>80,321</u>	<u>(7,700)</u>
Other comprehensive income for year			
Comprehensive income attributable to members		<u>80,321</u>	<u>(7,700)</u>

The accompanying notes form part of these financial statements.

*RA RMP*  
Directors' initials

# Financial Statement

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Schedule 2/2

**AUSTRALASIA-PACIFIC EXTENSION  
NETWORK LIMITED ACN 622 357 144**

**STATEMENT OF CHANGES IN EQUITY (MEMBERS' FUNDS)  
FOR THE PERIOD ENDED 30 JUNE 2024**

	2024 \$
Retained surplus at 30 June 2022	199,224
Profit / (Loss) for the year	(7,700)
Retained surplus at 30 June 2023	<u>186,524</u>
Profit / (Loss) for the year	80,321
Retained surplus at 30 June 2024	<u>266,845</u>

# Financial Statement

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## Schedule 3

**AUSTRALASIA-PACIFIC EXTENSION  
NETWORK LIMITED ACN 622 357 144**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2024**

The financial statements cover Australasia-Pacific Extension Network Limited as an individual entity, incorporated and domiciled in Australia. Australasia-Pacific Extension Network Limited is a company limited by guarantee.

### **Note 1: Summary of Significant Accounting Policies**

The Directors have prepared the financial statements, comprising, the Statement of Assets and Liabilities, Statement of Profit and Loss and Other Comprehensive Income, Statement of Changes in Equity (Members' Funds) and related notes to the financial statements, on the basis that the company is a non-reporting entity because there are no users dependent on general purpose financial statements. These financial statements are therefore special purpose financial statements that have been prepared in order to meet the needs of the members and relevant statutory requirements. The company is a not-for-profit entity for financial reporting purposes under Australian Accounting Standards.

The financial statements have been prepared in accordance with the significant accounting policies disclosed below, that the Directors have determined are appropriate to meet the needs of the members. Such policies are consistent with those of previous periods unless otherwise stated.

These financial statements have been prepared on an accruals basis and are based on historical costs unless otherwise stated in the notes

The Directors are of the opinion that the company's activities are exempt from income tax under current Income Tax Legislation.

Revenue is recognised on an accruals basis upon delivery of the service to the customer and is stated net of the amount of goods and services tax.

The company has no employees.

*104, 2024*

*Directors' initials*



# Financial Statement

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**AUSTRALASIA-PACIFIC EXTENSION  
NETWORK LIMITED ACN 622 357 144**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2024**

**Note 2: Acquisition of Assets, Liabilities and Operations of Australasia–Pacific  
Extension Network Inc**

The company acquired the assets and liabilities of Australasia–Pacific Extension Network Inc at their book value in that entity as at 1 July 2017 and also took over its operations as a going concern.

**Note 3: Revenue in Advance and Prepaid Expenses**

Revenue in advance as at 30 June 2024 consisted of Sponsorship and Registrations revenue received in relation to the APEN International Conference event in November 2023. Expenses incurred in relation to that event were shown as prepaid expenses. Membership fee revenue in advance relates to fees received prior to 30 June 2024 relating to the 2024/2025 financial year.

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## Governance & Strategy Committee

This financial year the Governance Committee has taken over the functions of the Audit, Risk and Finance Committee and the Governance and Strategy Committee under revised Terms of Reference. During the year it has revised and monitored budget projections of our financial position, renegotiated our email hosting contract, assisted with the process of board succession, reviewed committee governance including establishment of the Professional Development committee, developed a revised APEN Constitution to be submitted to the AGM, and begun reviewing the various APEN policies and KPI's to manage risks and ensure our financial viability.

**Chair:**

Dr Roy Murray - Prior

**Committee:** Noel Ainsworth, Peter Long, Muhammad Sohail Mazhar, Olivia Weatherburn, Simon Sankey, Anthony Kachenko



### APART FROM MONITORING OUR FINANCIAL POSITION, OUR PRIORITIES FOR NEXT YEAR ARE TO:

- Revise the APEN policies in order of priority.
- Have APEN books audited in the conference years going forward. Next would be conducted 2025/26 and for every conference year after that.
- Monitor board succession.

**Dr Roy Murray - Prior**  
**Governance & Strategy Committee Chair**

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# Member Engagement Committee

## Chair:

Nicole Sallur

## Committee:

Pat Hamilton, Graham Harris, Brad Pfeffer, Caroline Coppo, Emma Tilley, Noel Ainsworth (President) and Roy Murray-Prior (Treasurer) as ex officio members.

New members are always welcome. The Committee had four meetings scheduled during the 2023-2024 financial year. Committee members work together to take a leadership role for APEN's member engagement activities.

During 2023-2024 the member engagement committee has continued to publish:

- The monthly **eBulletin**, keeping members up to date with APEN activities and issues.
- Quarterly **ExtensionNet** sharing experiences and innovation from extensionists across Australia and New Zealand.
- Posts on **social media** (Facebook and LinkedIn) that extends APEN's reach beyond current APEN members to a more diverse audience.



Findings from the **biennial member survey** were reported, with the next survey planned for mid-2025. It is clear that APEN members play an important role in the field of extension and we appreciated the feedback.

- Two key initiatives commenced were:
1. Review of APEN **website**, with an extensive update planned.
  2. Review of APEN **branding**.

The committee's **terms of reference** were also discussed and agreed upon.

**Nicole Sallur**  
**Member Engagement Committee Chair**

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# Professional Development Committee

## **Members:**

Peter Long, Nicole Sallur, Roy Murry-Prior, Pat Hamilton, Sarah Thomson, Olivia Weatherburn, Ruth Nettle and Emma Grabham (joined July 2024), with Noel Ainsworth as President as an ex officio member. New members are always welcome. The Committee has four meetings scheduled for 2024. Committee members work together to take a leadership role for APEN's professional development activities.

**Committee purpose:** APEN's committee structure was reshaped in a Strategic Planning workshop in February 2024 with one of the changes being the establishment of the Professional Development Committee.

The committee has two core purposes:

- The Committee will initiate, lead and oversee APEN professional development events and activities. Committee members take a lead in facilitating and coordinating delivery of APEN professional development events and activities.

In the March Committee meeting, the following APEN events and activities were identified to focus on and progress.

**Biennial Conference:** An Expression of Interest (EOI) to host the 2025 was developed and all APEN members were invited to respond. A comprehensive EOI was received from the two Queensland APEN Regional Coordinators and the 2025 APEN Conference will be in Brisbane in October. An organising committee has been formed with the first meeting in early September.

**REIS Journal:** APEN maintains on-line publication of this valuable extension journal. Opportunities for expanding its availability and better 'pushing' the Journal are currently being explored. It is promoted by our social media platforms. Papers are always welcome.

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# Professional Development Committee

**Mentoring scheme:** APEN has plans to deliver the mentoring scheme again in 2025. It has been agreed that we engage a contractor to manage and coordinate the scheme. An EOI has recently been finalised and APEN members will be invited to apply. The role will start mid-November 2024 with a call for mentees and mentors and the scheme to commence in February 2025 and conclude in October 2025.

**Webinars:** There are plans to reinstate the APEN Webinars to showcase practice change in extension through interactive sessions. The Webinars were formally staged quarterly. However with the success of APEN Conversations holding two Webinars annually is being considered. They would remain free for members.

**Road shows:** The Regional Coordinators under the leadership of Pat Hamilton and Sarah Thomson have developed a plan to deliver four road shows in 2024 Victoria, NSW, SA & WA. The theme for the APEN Roadshow is "Getting the most out of a mentoring relationship". APEN is currently applied to Agrifutures for sponsor the events.

**ExtensionChat:** Three ExtensionChat sessions were held in May 2024 with 23 participants including several new members participating. Topics covered engagement, facilitation and the third being a speaker panel discussing Theory to Practice. Jeanette Long did a great job of coordinating the three online workshops including presenting the first one.



**APEN PM:** As of August, there were 20 APEN PM members. Three members of the Committee review all new applications. New APEN PM members are always welcome. APEN PM members complete an initial application, can have their professional services promoted on the APEN website and commit to undertaken annual professional development.

**Peter Long**  
**Professional Development Committee**  
**Chair**

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## Business Development Committee

The Business Development Committee (BDC) made extremely productive use of the volunteer hours offered by the committee throughout the 2023-24 financial year. Much of the second half of 2023 was focused on:

- 2023 Conference sponsorship and attendance levels for profit
- Conference APEN Awards
- Development of the Professional membership category, and
- Planning of 2024 ExtensionChat using external providers

Recognising the potential for overlap of duties between the BDC and other Board committees, a strategic review of committees in Feb 24 initiated a review of BDC work back to 2019 including priorities to generate income, and the development of sponsorship packs and champions policy. The membership of the BDC evolved in early 2024 and the new committee agreed to focus on making the most of existing initiatives rather than starting new ones in the first six to twelve months. It also reviewed the BDC Terms of Reference which was endorsed by the Board in March 2024.

The BDC priorities were refined to:

- Develop new income streams, to ensure costs do not exceed income in a non-conference year, and
- Advocate to build an appreciation of the role and value of extension.



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# Business Development Committee

Since that time quarterly meetings were undertaken, along with the pursuit of priority issues between meeting using emails. From an income generation perspective, the BDC developed a 2023 Conference report, to capture sponsorship records and lessons in April 2024, and developed a 'Business supporter' arrangement for <30 members in May, 2024. From an advocacy perspective, the BDC started a review of the APEN Business partnership arrangements to ensure they complemented the 2025 conference sponsorship arrangements.

The BDC would also like to acknowledge recent members of the BDC which included Peter Long, Anthony Kachenko, Heather Collins, Les Baxter, Roe Currie and Graham Harris. Existing members of the BDC includes Simon Sankey, Karen Smith, and Mariah Maughan.

**Noel Ainsworth**  
**Business Development Committee Chair**



# Thank you for your support

2023/2024

