



Graduate Women WA

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Empowering Women and Girls through Education

AGM 2022

REPORTS AND DOCUMENTS

Graduate Women (WA) Inc AGM 2022
1pm Saturday 8th October
St Catherine's College Conference Room

**GWWA ANNUAL GENERAL MEETING
AGENDA**

Day and Date: SATURDAY 8TH OCTOBER
Time: 1.00pm -1.45pm
Venue: St Catherine's College, 2 Park Rd Nedlands

1. Welcome and Acknowledgement of Country
2. Open
 - 2.1. Apologies
 - 2.2. Proxies
 - 2.3. Quorum
3. Confirmation of minutes from 28th October 2021
4. Acceptance of Reports
 - 4.1. President
 - 4.2. Honorary Secretary
 - 4.3. Honorary Treasurer
5. Business Arising
6. Election of new committee – Lyn Abbot to chair
President Jenny Jones will step down from the chair while voting for new committee is dealt with.
7. Close of Meeting



Graduate Women (WA) Inc.
Minutes of the Annual General Meeting
held on Thursday, 28 October 2021
in Room 1102AB – Exhibition Space, Building 500, Curtin University

Present:

Jaya Dantas (President), Alison Hayden, Georgia Griffin, Helen Charlesworth, Dorothy Collin, Jenny Jones, Brenda Robbins, Lynette Abbott, Hilary Silbert, Jane Scott, Felicity Farrelly, Anna Sheree Krige.

Apologies

Chinelle van der Westhuizen, Bev Thiele, Jocelyn Boujos, Rachel Wong, Michelle Symes, Rhoda Chance.

By invitation

Ana Paula Lotta, Nicole Bzdyl, Rebecca Russell, Andrea Begley, Vanessa Brown, Clare Doll, Maria Jung.

1. Welcome and Constitution of the Annual General Meeting

Jaya Dantas, in the Chair, noted that the Meeting was quorate and opened the Meeting at 5.52pm.

2. Acknowledgement of Country

The Chair acknowledged the elders of the country on which the Meeting was to be held.

3. Apologies

Apologies to the meeting were noted, as listed above.

4. Confirmation of the Minutes of the 2020 Annual General Meeting

The Chair acknowledged that too many committee members had been elected at the 2020 Annual General Meeting. The Chair reported that Rhoda Chance and Judy McLean had resigned their positions as committee members and the issue was now resolved.

Moved: Dorothy Collin, seconded: Lynette Abbott:

That the Agenda be confirmed subject to the explanation of how the surplus committee members were resolved.

Carried on the voices.

5. Reports

5.1 President's Report

Background: Hilary Silbert requested more information on the scholarships and the honour board at St Catherine's College. The Chair reported that she had met with Fiona Crowe and Mandy McFarland. AGW members will be invited to the St Catherine's College Presentation and Speakers Night.

Moved: Felicity Farrelly, seconded by all:

That the Chair and a member with strong understanding of the history of GWWA and St Catherine's College meet with Fiona Crowe and Mandy McFarland regarding invitations for members to the presentation of the scholarships and increased recognition of the historical relationship between GWWA and St Catherine's College.

Carried *nem.con.*

Jaya Dantas spoke to her Report which had been circulated with the Agenda.

Moved: Jaya Dantas, seconded by all:

That the President's Report be accepted.

Carried *nem.con.*

5.2 Treasurer's report

Alison Hayden spoke to her Report which had been circulated with the Agenda.

Alison Hayden reported that she intends to present the Budget for 2021-2022 at the next meeting. She requested that members please return their membership forms when renewing their memberships.

Dorothy Collin suggested that alternate avenues of education be considered for scholarships such as TAFE. The Chair suggested that the Committee consider providing a scholarship for a female student of refugee background from Afghanistan given the recent crisis.

ACTION: That the Committee look into providing scholarships to TAFE students or a female student of refugee background from Afghanistan.

ACTION: That the Committee look into improved marketing of GWWA scholarships to improve membership numbers and awareness of the organisation.

Moved: Alison Hayden, seconded by all:

That Byers Scott Pty Ltd be appointed to review the financial reports of Graduate Women WA Inc for the financial year ending 30 June 2022.

Carried *nem.con.*

Moved: Alison Hayden, seconded Wendy McCallum:

To accept the Treasurer's Report:

Carried *nem.con.*

5.5 Book Club Report

Wendy McCallum and Helen Charlesworth consented that their report be received as read.

Received *nem.con.*

6. Election of Officers and Committee for 2021-2022

6.1 Election of President

There being no nominations received before the AGM, the Chair invited nominations from the floor for the position of President.

There were no nominations.

Jenny Jones nominated for Acting President.

Nominated by Helen Charlesworth, seconded by Jaya Dantas and Wendy McCallum.

Carried by acclamation.

Jaya Dantas vacated the Chair. Jenny Jones took over the Chair.

6.2 Election of Treasurer

There was one nomination, that of Alison Hayden, who self-nominated. Seconded by Jenny Jones.

Carried *nem.con.*

6.3 Election of Secretary

There was one nomination, that of Georgia Griffin, who self-nominated.

Carried *nem.con.*

6.4 Election of Vice President

The Vice President was not present for this meeting. There were no nominations.

6.5 Committee Members

Two committee members were nominated by Jaya Dantas, seconded by Alison Hayden:

Wendy McCallum, Felicity Farrelly.

The nominator and seconder proposed that, subject to the consent of the Meeting, these members should be elected *en bloc*. There was no dissent.

7. Any other notified business

There was no other notified business.

8. Close.

The President thanked members for their attendance and closed the Meeting at 6.45pm.



President's Report AGM 2022

Graduate Women WA Committee 2022:

President Jenny Jones
Immediate Past President Jaya Dantas
Honorary Treasurer Alison Hayden
Honorary Secretary Georgia Griffin
Committee Member Wendy McCallum
Committee Member Felicity Farrelly
Committee Member
Committee Member



I am indebted to the above committee members for their on-going support. Like so many not-for-profit groups we are working under challenging time and energy constraints. And, as is so often the case, most of us also volunteer in other philanthropic groups. The small committee has shouldered its responsibilities with enthusiasm, and it has been a privilege to work with all of them. We are very proud of what we have managed to achieve this year.

Committee meetings have been held largely by email exchanges, a significant time-saving process, and allowing decisions to be made collectively and transparently, but importantly in a timely fashion.

The traditional scholarship selection and awarding process under the management of Professor Jane Scott from Curtin university saw the awarding of 6 scholarships, as the Education Trust had proposed. These scholarships reflect the GWWA pursuit of excellence in research and academic fields. On behalf of the members, I warmly thank Jane, the adjudicators and the Trustees for this important undertaking.

GWWA Scholarship winners 2022

Nicole Principe	GWWA Open Scholarship	Any discipline
Michella Hill	GWWA Mary and Elsie Stevens Scholarship	Mathematics or Science
Davina Jogi	GWWA Jillian Bradshaw Scholarship	Humanities
Felicity Roux	GWWA Barbara Mary Hale Fellowship	Any discipline
Deepa Basnet	GWWA Mary Walters Bursary	Science
WhiteFeather Hunter	GWWA Joyce Riley Bursary	Humanities or Social Sciences

Covid disruptions prevented some of the 2021 scholars being able to finalise their research projects and attend presentation evenings. Some winners are presenting at the Gala Day, but it is planned that other presentations will be done later in 2022, or early in 2023.

Other academic prizes

- \$4,000 scholarship to St Catherine's College which has a community service aspect.
- UWA and Graduate Women Scholarship in Science and Mathematics (coming from a significant family donation to the university).
- UWA Christine Morrow Prize for French

GWWA needs based awards

GWWA is now registered as a charity (but not with DGR status) and as such we use discretionary funding from the renting of 4 Park Rd to finance several donations. We continue to look for worthwhile projects.

- Two awards donated by GWWA and managed by Department of Communities for young women leaving out of home care and going on to tertiary level education in a non-traditional field.
- A donation to the Smith Family via the West Coast View Club that helps two young educationally disadvantaged girls.

At a general meeting early in 2022, I flagged a way forward for Graduate Women (WA) in a general way:

- We would use this year to create the efficiencies in management that are needed to make the association able to function smoothly and productively.
- We would look forward to 2023 and begin to plan our 100th anniversary.
- We would continue to reassess what Graduate Women (WA) should look like in the future.

At this time, I committed to being President rather than Acting President of the association.

In 2019, the committee was intending to assess whether selling Park Rd was in the best interest of the organisation. It proved impossible to undertake such a process because of the total uncertainty created by the arrival of Covid. Now the idea will be back on the agenda. Members who wish to participate in this process should contact the committee.

The Gala Day idea was conceived as a 'do everything in one day' idea, and the systems to be put in place to manage the event would be needed in 2023 and further ahead. With the expert and avid management of Hilary Silbert, using the relevant expertise of myself and Alison Hayden, a remarkable event has emerged.

We are restyling the website and re-establishing a presence on social media. I have been pleased to see that members are 'liking' our posts and 'following' us.

To continue to manage all these facets of the organisation, rethinking of the management structure is needed to allow management tasks to be assigned in a manner that increases productivity. I therefore fore-shadow changes to the Rules to fine-tune the committee structure.



September 2022



Secretary's Report AGM 2022

GWWA Membership Report

Dates of Meetings

01.12.2021	Committee meeting, Ordinary general meeting
10.12.2021	Committee meeting by email
11.04.2022	Committee meeting by email
03.06.2022	Committee meeting by email
22.08.2022	Committee meeting by email
01.09.2022	Committee meeting by email

Membership Figures

These figures do not include scholarship recipients

2020-2021	43
2021-2022	30
2022-2023	28

Names of New Members (2022-2023)

Shimona Surin

Names of Nominations for the Committee

President	TBA
Vice-President	TBA
Honorary Treasurer	Alison Hayden
Honorary Secretary	TBA
Ordinary Committee Members	TBA

Expressions of Interest for Non-Committee (Non-Voting) Positions

TBA

Georgia Griffin
Secretary
19/9/2022



Treasurer's Report AGM 2022

Comments on the Financial Report for year ending 30 June 2022

The following report shows that our main source of income is from rental of 4 Park Road, Crawley. With the limited availability of rental properties at present, we expect that Park Road will continue to provide a good return over the next financial year.

Our main costs also relate to the rental property.

Rental Income	\$46,532
Rental expenses	<u>\$19,864</u>
Surplus on rental	<u>\$26,668</u>

The value of our shares in the Commonwealth Bank of Australia has been adjusted to the market value of the shares as at 30 June 2022. The value of the shares as at the 30 June 2022 has been adjusted down by \$6,643. The share market is a little volatile at present but the share price has gone up since the 30 June 2022.

Accrued Income in the Balance Sheet represents franking credits to be claimed back from the ATO.

Prepaid Income represents 2022-2023 membership fees paid before the end of June 2022 and so should not form part of the income for the financial year ending 30 June 2022.

Proposals:

- That the reviewed financial report for year ending 30 June 2022 be accepted.
- That Byers Scott Pty Ltd be appointed as reviewer of the financial reports for the financial year ending 30 June 2023.

There is no proposal to change fees for the financial year ending 30 June 2023.

Alison Hayden
Treasurer

Graduate Women WA Inc

ABN 78 166 425 907

Profit and Loss for year ending 30 June

	2022	2021
Membership Subscriptions	\$855	\$850
Social Functions	\$405	\$995
Donations		\$1,200
Sundries		\$90
Total Members	\$1,260	\$3,135
Rental Property		
Rent received	\$46,532	\$45,222
Total Rental Property	\$46,532	\$45,222
Investment		
Bank interest	\$39	\$80
Dividends Received	\$2,625	\$2,480
Other income	\$1,125	
Total Investment	\$3,789	\$2,560
Trust Member Donations		
Bursary Fund	\$240	\$590
Scholarship Fund	\$660	\$690
Total Income	\$52,481	\$52,197
Expenses		
Membership		
Accountancy fees	\$0	\$2,420
Associations Insurance	\$2,771	\$2,823
Review Fees	\$3,025	\$4,068
Other expenses	\$1,341	\$5,228
Total Membership	\$7,137	\$14,539
Rental Property		
Council rates	\$3,217	\$3,192
Depreciation	\$550	\$1,914
Insurance, business pack	\$1,226	\$1,091
Land lord's insurance	\$710	\$670
Land tax	\$2,345	\$2,418
Rental agent fees	\$5,390	\$6,547
Repairs and maintenance	\$3,310	\$4,217
Water rates and usage	\$3,115	\$3,372
Total Rental Property	\$19,864	\$23,421
Education Donations		
Scholarships and donations	\$1,524	\$5,904
Total Expenses	\$28,524	\$43,864
Operating Profit	\$23,957	\$8,333
Net gain/-loss on revaluation of financial assets	-\$6,643	\$21,315
Total comprehensive income	\$17,314	\$29,648

Graduate Women WA Inc

ABN 78 166 425 907

Balance Sheet

as at 30 June

Current assets	2022	2021
Bank account ANZ General	\$8,882	\$6,169
Online Saver ANZ	\$59,261	\$38,250
Term Deposit ANZ	\$14,483	\$14,454
Accrued Income	\$1,869	\$744
Total current assets	\$84,494	\$59,617
Non-current assets		
Share Comm Bank (700 shares)	\$7,197	\$7,197
Provision for movement	\$56,069	\$62,712
Land and buildings	\$615,000	\$615,000
Provision for movement-land	\$385,000	\$385,000
Improvements	\$24,372	\$24,372
Accum depn-Improvements	-\$9,987	-\$9,437
Total non-current assets	\$1,077,651	\$1,084,844
Total Assets	\$1,162,145	\$1,144,461
Current liabilities		
Prepaid income	\$370	\$0
Total liabilities	\$370	\$0
Net assets	\$1,161,775	\$1,144,461
Equity		
Retained earnings	\$696,750	\$688,416
Asset revaluation reserve	\$385,000	\$385,000
Financial instrument reserve	\$56,069	\$62,712
Current earnings	\$23,957	\$8,333
Total equity	\$1,161,775	\$1,144,461



3rd Friday Bookclub Report AGM 2022

Our meetings on the 3rd Friday of each month (11am - 1pm) have continued, albeit with fewer members attending. With Covid, some members have been reluctant to come and meet in a restaurant, but we have had between 4-6 attending. We have continued our lively discussions of interesting books. Those we have read this year include, *The Dictionary of Lost Words* by Pip Williamson, *The Labyrinth* by Amanda Lowrey, *A Room of Leaves* by Kate Grenville, *Scary Monsters* by Michelle Kretsler, *Eddie Richter is not Alone* by Rebecca Handler, *To Kill a Troubador* by Martin Walker and *Searching for Charlotte* by Kate Forsyth. It is with sadness and disappointment that we have lost some of our members this year. Some have gone interstate; others have found responsibilities at home too demanding and hence we have only 7 active members at present.

We certainly welcome anyone who would like to join us and help carry on the tradition of this club which first met in 1991. As an original member I have certainly been educated, entertained and formed great friendships over the past 31 years. It is and has been a very important and enjoyable part of my life and I am sure all my fellow readers would agree that we look forward each month to joining in a good discussion.

Wendy McCallum
Convenor



Saturday Bookclub Report AGM 2022

Graduate Women WA Saturday Book Club currently has a membership of ten eager readers. We have been very lucky this year, despite continuing Covid 19 restrictions, that we have been able to meet at the Uni Club Meeting Room or in the café or on the outside verandah. Members were keenly interested in this arrangement which we have with the University Club at UWA.

Our reading program for the year has consisted of a mixture of Fiction and Non-fiction books, involving a mix of current and historical topics and autobiographies.

An informative visit by the WA author, Josephine Taylor, to discuss her book, *Eye of the Rook*, occurred in February.

Other books we have read this year were:

Museum of Modern Love – Heather Rose

Danger Music – Eddie Ayers

The Last Kings of Shanghai – Jonathan Kaufman

The Quickening – Rhiannon Ward

After Story – Larissa Behrendt

Locust Summer – David Allan Petale

Scrubbed – Nicky Stamp

Standard Deviation – Katherine Heiny

The Offing – Benjamin Myers

This program has evoked much intense discussion from which we have all benefited and often it has been continued in the very friendly gatherings we have in the café afterwards.

Helen Cl



Education Trust
AGM 2022

GW WA Education Trust Annual General Meeting

Saturday 8th October, 2022
(Gala Day 2022)
St Catherine's College

Agenda

1. Welcome and Constitution of the Annual General Meeting
 2. Minutes of 2021 Annual General Meeting for confirmation
 3. Business Arising from Minutes
 4. Reports
 - 4.1 Annual Report of the Trust
 - 4.2 Reviewer's Report
 5. Trustee appointments
 6. Other business of which due notice has been given
 7. Close
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GW WA Education Trust Annual General Meeting

Thursday 28th October, 2021
following the GW WA AGM which commenced at 5.30 pm
Building 500, Chemistry and Resources Precinct, Level 1, Seminar Room
Curtin University, Western Australia

Minutes

Present: Lyn Abbott, Dorothy Collin, Alison Hayden, Brenda Robbins, Jane Scott plus others in attendance as have been recorded in the Minutes of the GWWA AGM which was held prior to this meeting.

Apologies: Beverly Thiele, Chinelle van der Westhuizen, Jocelyne Boujos, Rachel Wong

1. Constitution of the Annual General Meeting

The meeting followed the Annual General Meeting of GWWA and was opened after the GWWA AGM by the Chair, Emerita Professor Lynette K. Abbott, who thanked members for their attendance.

2. Confirmation of the Minutes of the 2020 Annual General Meeting

The Minutes as circulated to members were reviewed and accepted.

3. Business arising from the Minutes

None

4. Reports

4.1 The Annual Report of the Education Trust

On behalf of the Trustees the Chair presented the Annual Report, which had been circulated to all members of GWWA by email before the AGM.

4.2 Reviewer's Reports

The Review of the Bursaries Fund (termed the General Support Fund) and the Review of the Scholarship Fund had been conducted by Byers Scott Pty Ltd, Certified Practising Accountants; copies were provided to members in attendance.

Moved from the Chair: that the Reviewer's Reports be adopted.

Carried, *nem. con.*

5. Trustee Appointments

Renewals of appointments were approved for the following Trustees for a further 3 years:

Lynette Abbott
Brenda Robbins
Beverly Thiele

6. Closure

The Chair closed the 2021 Annual General Meeting prior to the GWWA Award recipients' presentations.

6.55 pm

2022 ANNUAL REPORT GWWA EDUCATION TRUST

It is a pleasure to present the 2022 Annual Report of the GWWA Education Trust on behalf of the Trustees. The Trustees are Lynette Abbott (Chair), Jocelyne Boujos, Chinelle van der Westhuizen, Brenda Robbins, Beverly Thiele and Rachel Wong.

1. Trust Meetings

The Trustees met twice since the 2021 AGM, via ZOOM on 15th March 2022 and 29th August 2022.

The Trustees also resolved a number of matters by email.

The GWWA Honorary Treasurer, Alison Hayden, was invited to attend Trust meetings and her attendance has been appreciated. Professor Jane Scott, the GWWA Bursary/Scholarship coordinator, attended the August meeting by invitation where she submitted the Report on Bursary and Scholarship recommendations for 2022.

2. Reporting

The Trust Deed states that there shall be an AGM at which the Trustees report on the affairs and operations of the Trust. This Report will be presented at the GWWA Education Trust AGM to be held on Saturday 8th October, 2022.

As agreed at the 2020 GWWA AGM, the 2021/2022 Balance Sheets and Profit and Loss Statements for the Bursary Fund and the Scholarship Fund were not audited in 2022. This information has been reviewed by Brendan Klemm at Byers Scott Pty Ltd and details will be tabled at the Education Trust AGM.

Rachel Wong has responsibility for submitting the Annual Report to the Australian Charities and Not-for-Profits Commission has required an annual report.

3. Financial

The prime responsibility of the Trustees is the investment and distribution of the Trust Funds.

3.1 Investment

As reported previously, majority of Bursary Fund has been managed by UWA according to their long- and short-term pool policy. Some funds are held in term deposits at UniBank.

A small proportion of the total funds for Scholarships are invested in term deposits with UniBank offering everyday access, and providing some diversity and stable capital. They are managed to achieve the best available rates in a very low interest rate environment. Some Scholarship (i.e. DGR) Fund investments are in UniBank term deposits; they are a very small proportion of total investments.

It has been noted that the COVID-19 pandemic and other international events have impacted on the financial market and that this has led to a degree of uncertainty.

3.2 Distribution

The Trustees met in March 2022 following receipt of the Statement of Balances from UWA for the calendar year 2021 and reviewed the Trust investments and income. It was recommended that 3 x \$3,000 bursaries and 3 x \$3,000 scholarships be awarded in 2022. This recommendation was made to the GWWA Committee and was accepted.

3.3 Acquittals by award winners

Bursaries and Scholarships are advertised as 'up to' a specific amount, and the final amount awarded depends on the actual costs expended. Applicants are required to provide a detailed budget and, by 30 June in the year following the award, they are required to provide an acquittal with receipts or other evidence. This may result in a refund to the Trust. Brenda Robbins has established a clear and detailed acquittal process to be followed.

3.4 Donations from members since the last AGM

Donations received will be reported at the AGM.

4. Bursaries and Scholarships

The Scholarship Fund holds donations received from any source and they are tax deductible in favour of the donor. This Fund is subject to ATO Scholarship Category regulations, which permit awards only to Australian citizens or Permanent Residents and prohibit expenditure overseas except in the narrowest of circumstances. The ATO expects these funds to be regularly disbursed, not capitalised.

The Bursary Fund is a short convenient title for the accumulation of bequests, memorial appeals, donations and, formerly, regalia hire profits built up over many decades which the Trustees may grant to 'women of any age who [...] are considered worthy secondary or tertiary scholars by the Trustee' (see Deed, Definitions). This openness reciprocates offers of various awards made by affiliates of Graduate Women International (formerly IFUW) in USA, France, Britain, India, South Africa and Switzerland, which are available to our own members and have been received by members in WA in the past.

4.1 Bursaries and Scholarships awarded in 2022

A total of 54 applications were received, with 16 from international students. Professor Jane Scott chaired the assessment Panel. We thank Jane for coordinating the selection process this year and we thank the panel overall for their valuable contributions to the assessment.

The GWWA Awards Committee presented its recommendations to the GWWA Committee for endorsement following checks for compliance with ATO regulations by the Trustees.

The GWWA Committee accepted the recommendations below:

Graduate Women (WA) Barbara Mary Hale Bursary

- \$3000 be awarded to **Felicity Roux**;

Graduate Women (WA) Joyce Riley Bursary

- \$3000 be awarded to **White Feather Hunter**;

Graduate Women (WA) Mary Walters Bursary

- \$3000 be awarded to **Deepa Basnet**;

Graduate Women (WA) Open Scholarship

- \$3000 be awarded to **Nicole Principe**;

Graduate Women (WA) Jill Bradshaw Scholarship

- up to \$3000 be awarded to **Davina Jogi**;

Graduate Women (WA) Mary and Elsie Stevens Scholarship

- up to \$3000 be awarded to **Michella Hill**.

We are pleased to report that the proposal for management of the Leah Jane Cohen Bequest agreed by the GWWA Committee was implemented in 2022 as a trial for 2 years to a woman Law graduate through Law Access Ltd.

The **Leah Jane Cohen Award for 2022** was awarded to **Eva Newton-Johnston** following endorsement by the GWWA Committee. Eve has been engaged with Law Access Ltd since the mid 2018 on a pro bono basis and as a casual project officer, and was instrumental in the success of the 2022 Walk for Justice. We are grateful to Jocelyne Boujos and Chinelle van der Westhuizen who negotiated the arrangements with Law Access Ltd for this award as a trial in 2022 (already awarded) and 2023 (to be awarded).

As Chair, I greatly appreciate the continued excellent commitment of the Trustees during the past year and their willingness to continue to meet via ZOOM. Brenda Robbins and Beverly Thiele have given notice that they intend to relinquish their roles as Trustees. They have both provided exceptional contributions during their tenure.



Emerita Professor Lynette Abbott,
Chair, GWWA Education Trust
