

Isolated Children's Parents' Association  
Northern Territory State Council Incorporated

ABN: 19 744 602 697  
[NTsecretary@icpa.com.au](mailto:NTsecretary@icpa.com.au)

**43rd Annual General Meeting**  
**Draft Minutes**  
**4<sup>th</sup> March 2025 Katherine**

**Meeting opened: 3.50pm**

**1. Welcome:** from the Chair Moira Lanzarin

**2. Attendance:**

NT Council	Kath Branch	AS Branch	TW Branch	ICPA Aus	Guests
Moira Lanzarin	Constance Woods	Amanda Brown	Clair O'Brien	Amber Driver	Tim Nicol
Catherine Atkins	Sally Dyer	Danyelle Haigh	Sara Barker	Louise Martin	
Bec Osmotherly	Emily Corbett		Marianne St Clair	Sally Brindle	
Julianne Vlach	Liz Cook		Suzanne Wilson		
Amanda Murphy	Anna Cochrane				
Melissa Kerr	Jenna Trevenen				
Vicki O'Halloran (Patron)					
Sally Sullivan LM					
Helen Harding LM					

**3. Apologies:** Patricia Elliot LM, Liz Bird LM, Ros Andrews, David Murtagh, Kiya Gill, Jacinta McInnerney, Ruth Woerle, Kerrie Scott, Sarah Hughes

**4. Previous Conference and AGM**

**4.a. Motion:** Acceptance of Previous Conference record of proceedings and motions (made available electronically and print copy available from Secretary) – 29<sup>th</sup> February 2024.

**Moved:** Rebecca Osmotherley **Seconded:** Amanda Murphy **Carried**

**4.b. Motion:** Acceptance of Previous AGM Meeting Minutes – 29<sup>th</sup> February 2024.

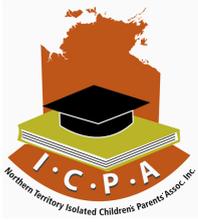
**Moved:** Constance Woods **Seconded:** Melissa Kerr **Carried**

**5. Business Arising from the Previous Minutes:** Nil

**6. President's Reports (State and Branch)**

**6.a. Motion:** That the reports presented during the conference and recorded in the 2025 NT State Reports document, be accepted.

**Moved:** Danyelle Haigh **Seconded:** Constance Woods **Carried**



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**7. Treasurer's Report** as per tabled document and presented by Rebecca Osmotherly

**7.a. Motion:** That the Treasurer's Report be accepted.

**Moved:** Rebecca Osmotherly **Seconded:** Helen Harding **Carried**

**7.b. Motion:** That the 2024 Financial Statements as audited by Venissa Mather, Your Local Audit, be accepted.

**Moved:** Rebecca Osmotherly **Seconded:** Helen Harding **Carried**

**7.c. Motion:** That the NT component of annual membership fee for 2025 remain at \$25

**Moved:** Rebecca Osmotherly **Seconded:** Mel Kerr **Carried**

**7.d. Motion:** That Venissa Mather, Your Local Audit be appointed the auditors for 2025.

**Moved:** Rebecca Osmotherly **Seconded:** Clair O'Brien **Carried**

**8. Territory Wide (Lone Members') Branch Report** as per tabled document prepared by Jacinta McKinnerney

**8.a. Motion:** That the Territory Wide Branch Report be accepted

**Moved:** Catherine Atkins **Seconded:** Marianne St Clair **Carried**

**8.b. Motion:** That the Territory Wide Branch component of annual membership fee for 2025 remains at \$25.

**Moved:** Suzanne Wilson **Seconded:** Clair O'Brien **Carried**

**9. Down the Track Report (as per tabled document)**

**Motion:** That the State Council fully reviews our communication systems (Down the Track magazine, social media and Emails / e-news) to be more reflective of current needs and capabilities of elected Councilors, members and stakeholders.

**Moved:** Catherine Atkins **Seconded:** Constance Woods **Carried**

**SUGGESTION:**

That we do not reappoint an Editor of DTT at the present time but commit to regular brief e-newsletters using the Brevo platform facilitated by the ICPA Tech Team; and suggest that the name "Down the Track" be retained but become an annual Report/Yearbook (similar to what NTCA do). The creation of this would be facilitated by the State Council and if required to be outsourced then our membership would be given the first opportunity to apply for the task.

**10. Webmaster's Report (as per tabled document)**

**Motion:** That the Webmaster position be a contracted position determined by NT State Council.

**Moved:** Danyelle Haigh **Seconded:** Rebecca Osmotherly **Carried**

**11. NT Grant Report (as per tabled document)**

**Motion:** That Helen Harding remains the NT Grants Officer as an off-council position fully supported by NT State Council. Thank you and acclamation to Helen for the huge contribution she gives to this important position.

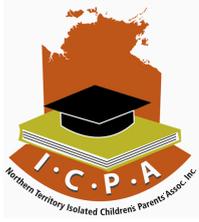
**Moved:** Clair O'Brien **Seconded:** Melissa Kerr **Carried**

**12. Archivist Report (as per tabled document)**

A heartfelt thanks to Ruth Woerle for her 17 years as custodian of ICPA NT's archives.

**Motion:** That the archives be moved to the more central location of Mataranka where the Mataranka Better Half Club have generously offered to house ICPA NT's archives in their storage room (locked, waterproof, air conditioned) within the Mataranka Hall; and that State and Branch Presidents/secretaries utilize the online ICPA NT archive google drive. And a new nominee be appointed by the State Council.

**Moved:** Helen Harding **Seconded:** Suzanne Wilson **Carried**



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**13. Policies Document**

**Motion:** That the distributed Policies document be accepted with the amendment to no.8 Changed from road travel to 'road and travel'. No 12 take out the words 'across borders'.

**Moved:** Amber Driver **Seconded:** Melissa Kerr

**Carried**

**Explanation:**

The ICPA NT Policy document has not been updated and approved since the 2002 AGM and Conference. This is in large part to past ambiguity and confusing terminology in our Constitution and By-Laws and the seemingly difficult process it outlined. Progressive steps have been taken and at last year's Conference and AGM, changes were made to our Constitution to create clarity and streamline the process. These changes were based on learning and procedures from ICPA Australia and other State Councils. Past ICPA Federal Secretary and Qld Member, Kim Hughes, was contracted to work with the NT President to finalise this work.

Moving forward, the Policy Statement will be static with changes and updates done through the Constitution process. The Policy Objectives will be updated after each AGM and Conference by the State Council to incorporate newly resolved motions. To become a Policy Objective, there must be a carried motion to support it - these are referenced in brackets by each policy objective.

The purpose of the Policy Document is to provide transparency and guidance to members and stakeholders alike on the position of ICPA NT. All points within the Policy document have been derived through democratic debate and agreement at ICPA NT Conferences.

The Policy document does not give internal direction to ICPA NT re-association processes and activities - our By-laws is where that information is recorded.

**14. Motion:** That the Honorable Vicki O'Halloran AO, continue as Patron of ICPA NT for the 2025/2026 year.

**Moved:** Suzanne Wilson **Seconded:** Sally Sullivan

**Carried**

**15. Motion:** That the 2026 ICPA NT State Conference be a virtual conference.

**Moved:** Helen Harding **Seconded:** Melissa Kerr

**Carried**

**16. Election of 2025/2026 State Council ICPA NT** - All positions declared open, and chair vacated. Completed, signed and dated Nomination Forms handed to Election Chair, Hon Vicki O'Halloran.

POSITION	NAME	NOMINATED BY	SECONDED BY	DECLINE/ ACCEPT
President	Moira Lanzarin	Catherine Atkins	Amanda Murphy	Accepted
Vice President	Amanda Murphy	Moira Lanzarin	Catherine Atkins	Accepted
Secretary	Catherine Atkins	Moira Lanzarin	Rebecca Osmotherley	Accepted
Assistant Secretary	Julian Vlach	Rebecca Osmotherley	Melissa Kerr	Accepted
Treasurer	Rebecca Osmotherley	Jacinta McKinnerney	Amanda Murphy	Accepted
Public Officer	Rebecca Osmotherley	Amanda Murphy	Kiya Gill	Accepted
Publicity Officer	Kiya Gill	Melissa Kerr	Catherine Atkins	Accepted
Committee member	Danyelle Haigh	Amanda Brown	Rebecca Osmotherley	Accepted
Committee member	Amanda Brown	Melissa Kerr	Moira Lanzarin	Accepted



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Committee member	Melissa Kerr	Moira Lanzarin	Amanda Murphy	Accepted
Committee member	Jacinta McInerney	Catherine Atkins	Amand Brown	Accepted
Committee member	Constance Woods	Moira Lanzarin	Catherine Atkins	Accepted

**17. Motion:** That the signatories for ICPA NT bank accounts in 2025/2026 be President, Treasurer and Secretary.

**Moved:** Rebecca Osmotherley **Seconded:** Clair O'Brien **Carried**

**18. Any other business: Nil**

**19. AGM Meeting closed: 4.20pm**