

# **MINUTES**

## **THE ANNUAL GENERAL MEETING**

of the

**ISOLATED CHILDREN'S PARENTS' ASSOCIATION OF NEW SOUTH  
WALES INCORPORATED**

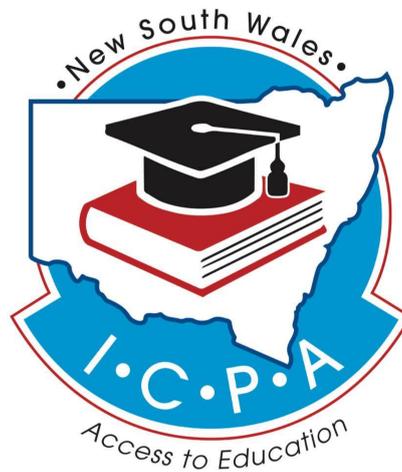
**Convened at 8.20 am on Thursday, 23<sup>rd</sup> March 2023**

at

**Moree Services Club**

**3 Albert Street**

**Moree**



**Tanya Mitchell**

**President**

**Libby McPhee**

**Secretary**

Good morning, everyone. My name is Libby McPhee and I am the Secretary of ICPA-NSW. Welcome to the Annual General Meeting of the Isolated Children's Parents' Association of New South Wales Incorporated held in Moree on Thursday, 23<sup>rd</sup> March 2023.

**Apologies:** The apologies as posted in conference room and emailed from members.

**Motion 01.03.23**      *“That the apologies received, be accepted.”*

Moved: Libby McPhee.                      Seconded: Laura Stalley.                      **Carried**

Adoption of the Minutes of the 2022 Annual General Meeting.

**Motion 02.03.23**      *“That the minutes of the 2022 Annual General Meeting as circulated electronically be accepted as a true and accurate record.”*

Moved: Libby McPhee                      Seconded: Laura Stalley                      **Carried**

**Business arising from the Minutes:** Nil

**Correspondence:** Nil

**Motions:**

**Secretary's Report:** Mrs Libby McPhee

**Motion 03.03.23**      *“That the Secretary's Report be accepted.”*

Moved: Libby McPhee.                      Seconded: Laura Stalley                      **Carried**

**Treasurer's Report:** Mr Nathan Kitto

**Motion 04.03.23**      *“ That the 2022 year audited financial statement of ICPA-NSW Inc. and the accompanying Treasurer's Report be accepted.”*

Moved: Nathan Kitto.                      Seconded: Laura Stalley                      **Carried**

**Motion 05.03.23**      *“That Colin Harris from Audit and Risk Solutions be retained as auditor for ICPA-NSW Inc. for the 2023 year.”*

Moved: Nathan Kitto.                      Seconded: Laura Stalley                      **Carried**

**Motion 06.03.23**      *“That family membership of ICPA-NSW remain at \$18.00 for the 2024 membership year.”*

Moved: Nathan Kitto.                      Seconded: Laura Stalley                      **Carried**

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## Secretary's Report

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**Madam President, Distinguished Guests, Fellow Councillors, Delegates, and Members, it is my pleasure to present the Secretary's report.**

2022, what a year it has been. Apart from all the challenges many of us experienced in our own lives, it has been a big year for ICPA-NSW too. However, certainly not as big as 2020 and 2021 with the Covid challenges. Just as I was thinking of winding up from ICPA-NSW, I found myself thinking about how I could help fill a vacancy on the Executive. A decision I don't regret, it is amazing what you can juggle. I thought, oh well, if I have bitten off more than I can chew, I will just have to chew harder!

Trying to fill the shoes of our super-efficient previous secretary Deb Castle, is just a glimmer of hope for me, however everyone does it differently, but I am very lucky to be able to carry on from where Deb left off. Thank you, Deb, for your amazing years of service as an extraordinary secretary, we miss you each and every day, and for being at the end of the phone for me. Annabel Strachan was acting for a few months, and I thank Annabel too for continuing to keep the secretary's work under control.

We have held lots of zoom state council meetings throughout the year. These were fortnightly to start with whilst we all got use to our jobs and tried to cover off on some of the issues. It worked extremely well to have our main deputation to the New South Wales parliamentarians and organisations in June, rather than October. The issues should not wait any longer than they have too. They need to be discussed in these corridors as soon as possible after Conference. The mini deputation is now effectively held in October. This year State Council have worked on several other documents to help with the promotion and advocacy of issues. Firstly, it was the formulation of a policy document. This is a go to document for State Council and proved very handy when we decided to put together a pre-election strategy for the upcoming New South Wales election.

A pre-election Strategy containing 23 recommendations from branch motions, from across all the portfolios was sent to all Ministers and Shadow Ministers who would be dealing with the issues as well as the Premier, Opposition leader, Treasurer and Shadow Treasurer. We do hope that we see some of these recommendations implemented as part of the election. State Council have been wanting to put together role descriptions for all the various roles on State Council for quite some time. It is great to see that during 2022 we ticked this one off. So, if you are interested in any of the roles on State Council, we have a document that will provide you with the information, as well as a timeframe of meetings and events for State Council. We are hoping you won't start your role blindfolded anymore.

The current State Council are working on a handbook for all State Councillors. We think this electronic document would be of great value to each new State Councillor. It will contain the numerous forms, role descriptions, and other useful information that you need to do your job on State Council.

I am looking forward to continuing in this role in 2023. A huge thank you to our fantastic, kind and considerate President, Tanya Mitchell, who really does know what it is like to be juggling balls each and every day. Thank you also to all the members of State Council. Thank you for your support and assistance.

Farewell to Deborah Nielsen and Amanda McClaren. All the best and thank you for all that you have done, we will miss you.

**Libby McPhee**  
**ICPA-NSW Secretary.**

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## Treasurer's Report

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We helpfully heard yesterday that we are not here to count spider's legs but I'm the guy who is counting the spider's legs. We won't go any further than that.

**Madam President, distinguished guests, fellow members of ICPA, ladies and gentlemen. It is with great pleasure that I present the Treasurer's Report for the 2022 Financial Year.**

These audited financial statements, with accompanying auditor's report, have been prepared by Audit & Risk Solutions Pty Ltd.

### **Statement of Income and Expenditure:**

#### **Income:**

Total Income for the 2022 financial year was \$159,183. This is down slightly on last year by about 9%. This amount consists of:

- Grants \$68,249
- Telstra \$5,000
- NBN Co \$4,454
- Department of Education \$58,704

#### **Conference income \$51,281**

It should be noted that, while income from the state conference is recognised as income in the financial reports the net result to State Council is nil. This is because at the conclusion of a state conference the balance of the conference account (- \$1,000), which is now included under the umbrella of ICPA-NSW, is expensed to the convening branch. This means that of the \$51k received by State Council, for the 2022FY, State Council recognised an equivalent total conference expense of \$51k, so this has a net nil effect on the profit and loss.

#### **Memberships \$11,853**

At the end of the 2022FY, ICPA-NSW had 25 financial branches (not including Lone Members). Membership numbers for the 2022 year are included in the Membership Officer Report. The 2023 memberships are currently still coming in, with a large portion of the 2022 memberships not coming in until after the end of the 2022FY (Jan & Feb 2023). ICPA-NSW is aware that some members have faced difficulties when renewing online. As with any system change there are always teething issues. We understand the frustrations and thank all members for their patience as these issues are worked through. Despite these challenges we do encourage all members to renew online as the utilisation of technology is an important step in enhancing the efficiency of the organisation. No, it's not perfect. Yes, it will improve, please stick with it. It's also a timely reminder that branch AGM's need to be held in October or early November as this really helps with ensuring that all members are financial at the close of the financial year which is December. It also ensures that branch fees are set prior to the opening of the next membership year which is November of each year.

#### **Merchandise sales \$2,872**

Merchandise sales have doubled on last financial year which is to be expected as things have opened up again post COVID allowing for more opportunities to make merchandise sales. We thank David Shrimpton for his diligence in managing the merchandise.

**Other sales \$24,928**

This category in the financial statements includes all other income received by ICPA-NSW during the 2022 FY including:

- Interest \$366
- Sundry \$662

Being funds received from the closure of the West Wyalong Branch.

- Donations \$4,925

This donation amount includes all forms of donations including member donations, branch donations and conference donations.

**Advertising \$455**

This amount has dropped significantly compared to last year. This is due to a delay in the issuing of the 2022 advertising invoices. Our Memberships Officer, who is responsible for collating this information, was tied up with competing work priorities due to the flood events of 2022. I can report that all 2022 advertising invoices have now been issued and we expect an additional \$8,749.91 (net of GST) of advertising income to be reported in the 2023 financial year. Note, the 2023 advertising income will be uncharacteristically high for the 2023 year due to this additional amount being received on top of the actual 2023 advertising income to be invoice in November/December of 2023.

**Affiliation fees \$18,520**

This is the portion of memberships that relates to Federal ICPA and the relevant branches. What this means is that, although ICPA-NSW recognises these fees as income, we do not hold any of these funds as they are all expensed out to the relevant branches and Federal ICPA. Total affiliation fees paid out for the 2022FY was \$17,141. The deference between affiliation fees received and paid out (\$1,379) is due to a timing difference between when the fees are received & when they are paid out but we do not hold any of these fees.

**Expenditure:**

Total expenditure for the 2022 year was \$167,026. This is down on last year by 14%. Of note out of the expenditures are following:

**State councillor expenses \$59,751**

This represents the cost associated with councillors attending meetings such as deputation as well as the costs associated with attending state & federal conference. Whilst there has been a considerable increase, compared to last year, in these costs it is to be expected given the easing of COVID restrictions which has allowed for the resumption of face-to-face events. There are considerable costs associated with moving bodies around the country.

**State conference \$51,790**

This expense has been addressed previously in this report (see conference income).

**Newsletter \$14,770**

Top Wire costs have increased slightly this year by \$2,710. This is predominantly due to an increase in printing and publishing costs. All other costs associated with producing and distributing Top Wire have remained relatively stable.

**Subscriptions \$1,874**

Subscriptions to Zoom and Dropbox have continued this year. These are vital services that enable State Council, which is geographically diverse, to meet and function administratively. Additionally, a subscription to Survey Monkey was established in the 2022FY which has been a useful tool to enable

State Council to gather information and data from members across the State with respect to certain issues and events. The utilisation and integration of technology into our processes and systems is a vital part for our organisation to gain efficiencies in the way we operate.

### **Net Profit/Loss:**

The net result for the 2022FY is a loss of \$7,844.

### **Assets and Liabilities Statement:**

As at the 31st of December 2022 ICPA NSW has:

#### **Assets**

Total assets for the 2022 year \$212,962 This amount consist of:

- Cash and Cash equivalents \$205,685 Included in this amount is:
- Lone Members account \$16,098
- Unexpended Donations \$14,526

The Unexpended Donations Account received a deposit of \$4,985.04 which, as was outlined in last year's treasurers report, was the amount held in trust by the Lone Members for the closure of the Warrumbungle Branch.

#### **Plant and Equipment \$1,452 (after depreciation)**

There were no new items of equipment purchased during the 2022FY.

Accounts receivable \$500

Merchandise on hand \$5,325

#### **Liabilities**

Total liabilities for the 2022 year \$37,607 This amount consist of:

#### **Accounts and other payables \$32,898**

Included in the amount is:

- Lone Members Trust \$22,804
- Unexpended Donations \$9,494

Both these accounts have not been utilised this year. As such the balance remains the same.

Net GST payable \$4,709 which was the December BAS and has since been paid.

#### **Lone Members:**

In July 2022 the new Lone Members bank account was established under the ICPA-NSW umbrella. This was an important move, as from a technical standpoint Lone Members Branch does not exist as an independent entity like all the other branches do. In essence they are an extension of ICPA-NSW. Having the Lone Members bank account under the ICPA-NSW umbrella ensures that all Lone Member funds are accounted for correctly, including any GST obligations. The key impact this will have on the financial statements is that, from the 2023FY onwards, the Branch affiliation fee associated with Lone Members membership payments will no longer show as an expense in ICPA-NSW financial statements. This is due to the fact that, fundamentally, an entity cannot incur an expense on itself. The distribution of the branch affiliation portion of a Lone Members membership payment, to the Lone Members account, will simply be a transfer of funds between two ICPA-NSW owned bank accounts, net of GST. All income to the Lone Members will be recognised as income to ICPA-NSW, as it always

has. All expenses incurred by Lone Members to external parties will be recognised as expenditure to ICPA-NSW. The distribution of Lone Members Branch affiliation fees will be a transfer and no expense is recognised. I thank Irene Lund for her offers of support as needed and it is greatly appreciated.

### **Sponsorship:**

ICPA-NSW acknowledges the continued and valued support of Telstra & NBN Co. We also acknowledge the generous donations made by families, branches and organisations, whether it be financial, in kind or time. Our organisation does not exist without your continued support and so we offer of deepest thanks for all that you do to ensure that we can continue to support you in the things that matter most to you, your families, and the communities within which you operate and live.

It is also worth noting and I take this opportunity to draw attention to some of the challenges that we face as a volunteer and community-based organisation. There are sustainability concerns in our sector. It is not a financial concern as we are financial. It is more around the way in which we do business and how we do our business. It is not an ICPA centric issue and this is not anything to do ICPA as if we have created this problem. It is something that all community based and volunteer organisations are facing across the country. Getting people involved, we all understand, is getting increasingly difficult and the environment in which we operate, the funding environment and landscape, is changing and becoming increasingly difficult. These challenges just mean that we have to be really mindful and thoughtful around how we do our business because, if we don't do it sustainably, if we don't look after the people who we have in our organisation then, very quickly, all the issues we have been dealing with and talking about and fighting for become a byproduct and we don't have a voice at the table. It's the voice at the table which is the important thing to remember because, at the end of the day, we may not be the biggest voice at the table and we may not even be the voice that makes the final decision, but having a voice at the table is the thing that is the real value to our members because we give ourselves a chance. So, it is a challenge. I don't think any of us would find it difficult when we think of the communities from which we have come, to know of an organisation, a community-based organisation, that, perhaps in the last twelve months has ceased to exist or in next twelve months, won't exist. It's a real challenge to our sector and so we do really have to think about how we maintain our organisation in a sustainable way going forward so that we can continue to fight for these things in the generations to come.

### **Acknowledgments:**

I would like to pass on my sincerest thanks to those on State Council whom I have had the privilege of serving alongside. It has been but a few short months but your warmth, acceptance and support is greatly appreciated. This group of State Councillors, individually and collectively, are an incredibly hardworking and committed group of people. The sacrifices they and their families make are significant and I would like to take this opportunity acknowledge the diligent work each and every one of you do in your respective roles.

I would personally like to thank our President, Tanya Mitchell and Secretary, Libby McPhee for your patience and understanding when dealing with my many, many questions as I've tried to find my feet as Treasurer. To Kerrie Johnston our esteemed Top Wire editor. Thank you for your continued hard work and commitment to producing a quality magazine. To Judy Newton our Federal Membership Officer. Thank you for your diligence, attention to detail and long hours you commit to ensure memberships end up to the people and in the places they belong. I have greatly appreciated your support in helping me get my head around the membership process.

To Shennah Joiner our immediate past Treasurer. You are an incredibly capable person. You did an outstanding job as Treasure and set a high bar for all those who would come after you. Your detailed and meticulous record keeping has been a life saver and given me great confidence. I have deeply valued having you on speed dial for those times I have got stuck.

To the many Branch Treasurers. Though I haven't dealt with you all personally, thank you for the vital role you play within each of your branches. The role of treasurer is often a difficult one to fill in any organisation, so your continued commitment and hard work is greatly appreciated.

I hereby request that this report and the audited financial statements be accepted. I also recommend that the state component of a branch family membership remain at \$18.00 for the 2023 membership year.

**Nathan Kitto.**  
**ICPA-NSW Treasurer.**

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**Isolated Children's Parents Association  
of NSW Inc**

ABN 68 132 394 867

Financial Statements  
For the year ended 31 December 2022



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# **Isolated Children's Parents Association of NSW Inc**

**ABN 68 132 394 867**

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# Isolated Children's Parents Association of NSW Inc

ABN 68 132 394 867

## Statement of Profit & Loss & Other Comprehensive Income for the period ending 31 December 2022

|                                                       | Notes | 2022<br>\$     | 2021<br>\$      |
|-------------------------------------------------------|-------|----------------|-----------------|
| Grants                                                |       | 68,249         | 98,099          |
| Conference Income                                     |       | 51,281         | 25,468          |
| Memberships                                           |       | 11,853         | 15,901          |
| Other Income                                          |       | 24,928         | 14,557          |
| Sales                                                 |       | 2,872          | 13,727          |
| Subscriptions                                         |       | -              | 6,618           |
| <b>Gross Profit</b>                                   |       | <b>159,183</b> | <b>174,370</b>  |
| Administration Expenses                               |       | (145,400)      | (175,324)       |
| Selling Expenses                                      |       | (4,881)        | (3,185)         |
| Marketing                                             |       | (16,746)       | (14,644)        |
| <b>Operating profit (deficit) before income tax</b>   |       | <b>(7,844)</b> | <b>(18,783)</b> |
| <b>Other comprehensive income:</b>                    |       |                |                 |
| Other comprehensive income                            |       | -              | -               |
| <b>Total comprehensive income/(loss) for the year</b> |       | <b>(7,844)</b> | <b>(18,783)</b> |

The above statement of income and expenditure should be read in conjunction with the accompanying notes.

# Isolated Children's Parents Association of NSW Inc

ABN 68 132 394 867

## Statement of Financial Position as at 31 December 2022

|                                  | Notes | 2022<br>\$     | 2021<br>\$     |
|----------------------------------|-------|----------------|----------------|
| <b>CURRENT ASSETS</b>            |       |                |                |
| Cash and cash equivalents        | 4     | 205,685        | 206,405        |
| Trade and other receivables      | 5     | 500            | 1,426          |
| Inventories                      | 6     | 5,325          | 5,325          |
| <b>TOTAL CURRENT ASSETS</b>      |       | <b>211,510</b> | <b>213,156</b> |
| <b>NON CURRENT ASSETS</b>        |       |                |                |
| Property, plant and equipment    | 7     | 1,452          | 2,421          |
| <b>TOTAL NON CURRENT ASSETS</b>  |       | <b>1,452</b>   | <b>2,421</b>   |
| <b>TOTAL ASSETS</b>              |       | <b>212,962</b> | <b>215,577</b> |
| <b>CURRENT LIABILITIES</b>       |       |                |                |
| Trade and other payables         | 8     | 32,898         | 32,378         |
| Current tax liabilities          | 9     | 4,709          | -              |
| <b>TOTAL CURRENT LIABILITIES</b> |       | <b>37,607</b>  | <b>32,378</b>  |
| <b>TOTAL LIABILITIES</b>         |       | <b>37,607</b>  | <b>32,378</b>  |
| <b>NET ASSETS/(LIABILITIES)</b>  |       | <b>175,355</b> | <b>183,199</b> |
| <b>EQUITY</b>                    |       |                |                |
| Opening Balance                  |       | 183,199        | 201,982        |
| Accumulated profits / (losses)   |       | (7,844)        | (18,783)       |
| <b>TOTAL EQUITY</b>              |       | <b>175,355</b> | <b>183,199</b> |

The above statement of financial position should be read in conjunction with the accompanying notes.

# Isolated Children's Parents Association of NSW Inc

ABN 68 132 394 867

## Statement of Cash Flows

For the year ended 31 December 2022

|                                                      | Notes     | 2022<br>\$     | 2021<br>\$      |
|------------------------------------------------------|-----------|----------------|-----------------|
| <b>CASH FLOWS FROM OPERATING ACTIVITIES</b>          |           |                |                 |
| Receipts from customers                              |           | 175,625        | 191,290         |
| Payments to Suppliers and employees                  |           | (176,710)      | (217,442)       |
| Interest received                                    |           | 366            | -               |
| <b>NET CASH INFLOWS FROM OPERATING ACTIVITIES</b>    | <b>14</b> | <b>(720)</b>   | <b>(26,152)</b> |
| <b>CASH FLOWS USED IN INVESTING ACTIVITIES</b>       |           |                |                 |
| Payments for property, plant and equipment           |           | -              | (635)           |
| <b>NET CASH FLOWS USED IN INVESTING ACTIVITIES</b>   |           | <b>-</b>       | <b>(635)</b>    |
| <b>CASH FLOWS USED IN FINANCING ACTIVITIES</b>       |           |                |                 |
| Repayment of Borrowings                              |           | -              | -               |
| <b>NET CASH FLOWS USED IN FINANCING ACTIVITIES</b>   |           | <b>-</b>       | <b>-</b>        |
| Net increase (decrease) in cash and cash equivalents |           | (720)          | (26,787)        |
| Cash and cash equivalents at beginning of year       |           | 206,405        | 233,192         |
| <b>CASH AND CASH EQUIVALENTS AT END OF PERIOD</b>    |           | <b>205,685</b> | <b>206,405</b>  |

The above statement of cash flow should be read in conjunction with the accompanying notes.

# Isolated Children's Parents Association of NSW Inc

ABN 68 132 394 867

## Statement of Equity

For the year ended 31 December 2022

|                               | Retained Profits | Total          |
|-------------------------------|------------------|----------------|
|                               | \$               | \$             |
| Net Profit for the year       | 53,440           | 53,440         |
| <b>Balance at 31 Dec 2020</b> | <b>201,981</b>   | <b>201,981</b> |
| Net Loss for the year         | (18,782)         | (18,782)       |
| <b>Balance at 31 Dec 2021</b> | <b>183,199</b>   | <b>183,199</b> |
| Net Loss for the year         | (7,844)          | (7,844)        |
| <b>Balance at 31 Dec 2022</b> | <b>175,355</b>   | <b>175,355</b> |

The above statement of changes of equity should be read in conjunction with the accompanying notes.

# Isolated Children's Parents Association of NSW Inc

ABN 68 132 394 867

## Notes to the Financial Statements For the year ended 31 December 2022

### Note 1: Summary of Significant Accounting Policies

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporations Act of New South Wales. The committee has determined that the association is not a reporting entity. The financial report has been prepared on an accruals basis and is based on historical costs and does not take into account changing money values or, except where specifically stated, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report.

#### (a) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, and other short-term highly liquid investments with original maturities of three months or less.

#### (b) Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

Grant and donation income is recognised when the entity obtains control over the funds, which is generally at the time of receipt.

All revenue is stated net of the amount of goods and services tax (GST).

#### (c) Goods and Services Tax (GST)

The ICPA is registered for GST.

**The accompanying notes form part of these financial statements.**

# Isolated Children's Parents Association of NSW Inc

ABN 68 132 394 867

## Notes to the Financial Statements For the year ended 31 December 2022

|                                    | 2022<br>\$     | 2021<br>\$     |
|------------------------------------|----------------|----------------|
| <b>2 REVENUE AND OTHER INCOME</b>  |                |                |
| <b>Membership Revenue</b>          | <b>11,853</b>  | <b>15,901</b>  |
| <b>Other revenue</b>               |                |                |
| Interest                           | 366            | 9              |
| Sundry Income                      | 662            | 55             |
| Donations                          | 4,925          | 1,899          |
| Grants & Sponsorship               | 68,249         | 64,693         |
| ICPA Australia Subscriptions       | -              | 3,640          |
| NSW Memberships Subscriptions      | -              | 2,978          |
| Sale of Merchandise                | 2,872          | 1,427          |
| FRRR Grant                         | -              | 33,406         |
| Newsletter Advertising             | 455            | 8,964          |
| Affiliation Fees                   | 18,520         | 120            |
| Federal Conference Account         | -              | 327            |
| State Conference Income            | 51,281         | 25,141         |
| Sales of Product Income            | -              | 12,300         |
| Services                           | -              | 3,510          |
|                                    | <b>147,329</b> | <b>158,469</b> |
| <b>3 DEPRECIATION</b>              | <b>969</b>     | <b>1,437</b>   |
| <b>4 CASH AND CASH EQUIVALENTS</b> |                |                |
| Business Cash Maximiser            | 149,349        | 89,030         |
| NAB ICPA Cheque Account            | 14,167         | 75,868         |
| ICPA NSW Lone Members Account      | 16,098         | 24,117         |
| Unexpected Donations Trust         | 14,526         | 9,494          |
| Merchandise                        | 5,079          | 6,025          |
| ICPA NSW Conference Account        | 1,000          | 741            |
| Paypal Account                     | 5,127          | 731            |
| Opal Cards                         | 340            | 400            |
|                                    | <b>205,685</b> | <b>206,405</b> |
| <b>5 OTHER CURRENT ASSETS</b>      |                |                |
| Accounts Receivable                | 500            | 515            |
| GST                                | -              | 911            |
|                                    | <b>500</b>     | <b>1,426</b>   |
| <b>6 INVENTORIES</b>               | <b>5,325</b>   | <b>5,325</b>   |

# Isolated Children's Parents Association of NSW Inc

ABN 68 132 394 867

## Notes to the Financial Statements For the year ended 31 December 2022

|                                                     | 2022            | 2021            |
|-----------------------------------------------------|-----------------|-----------------|
|                                                     | \$              | \$              |
| <b>7 PROPERTY, PLANT &amp; EQUIPMENT</b>            |                 |                 |
| Plant & Equipment                                   |                 |                 |
| - At cost                                           | 18,218          | 18,218          |
| - Less: Accumulated Depreciation                    | <u>(16,766)</u> | <u>(15,797)</u> |
| Total Plant & Equipment                             | <u>1,452</u>    | <u>2,421</u>    |
| <b>8 ACCOUNTS AND OTHER PAYABLES</b>                |                 |                 |
| Trade Creditors                                     | 520             | 80              |
| Credit Card                                         | 80              | -               |
| Lone Members Trust                                  | 22,804          | 22,804          |
| Unexpended Donation Lab                             | <u>9,494</u>    | <u>9,494</u>    |
|                                                     | <u>32,898</u>   | <u>32,378</u>   |
| <b>9 TAX LIABILITIES</b>                            |                 |                 |
| GST                                                 | 4,709           | -               |
| <b>10 AUDITORS' REMUNERATION</b>                    |                 |                 |
| Remuneration of the auditor of the corporation for: |                 |                 |
| - auditing or reviewing the financial statements    | <u>1,650</u>    | <u>1,600</u>    |

### 11 CONTINGENT LIABILITIES AND CONTINGENT ASSETS

As at 31 December 2022, the corporation has no contingent liabilities and no contingent assets (2021: NIL)

### 12 RELATED PARTIES

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

### 13 FINANCIAL RISK MANAGEMENT

The financial instruments consists primarily of deposits with banks, short term investments, accounts receivable and payable.

|                                    | Note  | 2022           | 2021           |
|------------------------------------|-------|----------------|----------------|
| <b>Financial Assets</b>            |       |                |                |
| Cash and cash equivalents          | 4     | 205,685        | 206,405        |
| Trade and other receivables        | 5     | <u>500</u>     | <u>1,426</u>   |
| <b>Total Financial Assets</b>      |       | <u>206,185</u> | <u>207,831</u> |
| <b>Financial Liabilities</b>       |       |                |                |
| Trade and other payables           | 8 & 9 | <u>37,607</u>  | <u>32,378</u>  |
| <b>Total Financial Liabilities</b> |       | <u>37,607</u>  | <u>32,378</u>  |

The nature of the operation of the association does not result in substantial financial risk. The assessed risk lie primarily in credit risk, liquidity risk and market risk. The board of directors overall risk management strategy seeks to assist the association meet its financial targets while minimising potential adverse effects of financial performance. Risk management policies are approved by the board, these include credit risk policies and future cash flow requirements.

All financial liabilities and financial assets are due for maturity within 1 year.

# Isolated Children's Parents Association of NSW Inc

ABN 68 132 394 867

## Notes to the Financial Statements For the year ended 31 December 2022

|                                                                                     | 2022         | 2021            |
|-------------------------------------------------------------------------------------|--------------|-----------------|
|                                                                                     | \$           | \$              |
| <b>14 CASH FLOW INFORMATION</b>                                                     |              |                 |
| <b>Reconciliation of result for the year to cashflows from operating activities</b> |              |                 |
| Reconciliation of net income to net cash provided by operating activities:          |              |                 |
| Profit for the year                                                                 | (7,844)      | (18,782)        |
| Cash flows excluded from profit attributable to operating activities                |              |                 |
| Non-cash flows in profit                                                            |              |                 |
| - depreciation and amortisation                                                     | 969          | 1,437           |
| Changes in assets and liabilities                                                   |              |                 |
| - (increase)/decrease in inventories                                                | -            | -               |
| - (increase)/decrease in trade and other receivables                                | 926          | (516)           |
| - increase/(decrease) in trade and trade payables                                   | 5,229        | (8,291)         |
| - increase/(decrease) in employee benefits                                          | -            | -               |
| Cash flows from operations                                                          | <u>(720)</u> | <u>(26,152)</u> |

### 15 GOING CONCERN

The directors have prepared the financial statements on a going concern basis.

The mitigating factors to support the going concern basis are due to the material cash reserves the association still maintains and the absence of any long term debt commitments. The association is still able to pay all debts as and when they fall due.

The directors are continually monitoring results and are consistently trying to improve the clubs income.

### 16 EVENTS AFTER THE REPORTING PERIOD

There were no significant events after the reporting period.

# Isolated Children's Parents Association of NSW Inc

ABN 68 132 394 867

## Statement by Members of the Committee For the year ended 31 December 2022

The Committee has determined that the association is not a reporting entity and that this Special Purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In the opinion of the Committee the Statement of Profit & Loss, Statement of Financial Position, Statement of Cash Flows, Statement of Equity, and Notes to the Financial Statements:

1. Presents fairly the financial position of Isolated Children's Parents Association of NSW Inc as at 31 December 2022 and its performance for the year ended on that date.

2. At the date of this statement, there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.

The Committee is responsible for the reliability, accuracy and completeness of the accounting records and the disclosure of all material and relevant information.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

.....  
President

.....  
Treasurer

The accompanying notes form part of these financial statements.



PO Box 8034  
KOORINGAL NSW 2650  
Ph: 0415 879 636

**Isolated Children's Parents Association of NSW Inc**  
ABN: 68 132 394 867

## **Independent Audit Report to the members of Isolated Children's Parents Association of NSW Inc**

### **Report on the Financial Report**

We have audited the accompanying financial report, being a special purpose financial report, of Isolated Children's Parents Association of NSW Inc (the association), which comprises the Statement by Members of the Committee, Income and Expenditure Statement, Balance Sheet, notes comprising a summary of significant accounting policies and other explanatory notes for the financial year ended 31<sup>st</sup> December 2022.

### **Committee's Responsibility for the Financial Report**

The committee of Isolated Children's Parents Association of NSW Inc are responsible for the preparation of the financial report and have determined that the basis of preparation described in Note 1, is appropriate to meet the requirements of the Associations Incorporation Act and is appropriate to meet the needs of the members. The committee's responsibilities also include such internal control as the committee determine is necessary to enable the preparation of a financial report that is free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on the financial report based on our audit. We have conducted our audit in accordance with Australian Auditing Standards. Those Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the association's preparation of the financial report that gives a true and fair view, 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 association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the committee, as well as evaluating the overall presentation of the financial report.

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

### **Auditor's Opinion**

In our opinion, the financial report presents fairly, in all material respects, the financial position of Isolated Children's Parents Association of NSW Inc as at 31<sup>st</sup> December 2022 and its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements, and the Associations Incorporation Act.



PO Box 8034  
KOORINGAL NSW 2650  
Ph: 0415 879 636

## **Basis of Accounting**

Without modifying our opinion, we draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist Isolated Children's Parents Association of NSW Inc to meet the requirements of the Associations Incorporation Act. As a result, the financial report may not be suitable for another purpose.

Signed on: 24<sup>th</sup> Feb 2023

A handwritten signature in black ink that reads "V. Newton".

**Vickie Newton CPA. B.Com. (Acc)**  
Director  
Audit & Risk Solutions Pty Ltd

# Isolated Children's Parents Association of NSW Inc

ABN 68 132 394 867

## Certificate by Members of the Committee For the year ended 31 December 2022

I, \_\_\_\_\_ and I, \_\_\_\_\_ certify that:

a. We attended the annual general meeting of the association held on:

b. The financial statements for the year ended 31 December 2022 were submitted to the members of the association at its annual general meeting.

Dated:

.....  
Committee Member

.....  
Committee Member

# Isolated Children's Parents Association of NSW Inc

ABN 68 132 394 867

## Detailed Statement of Income & Expenditure For the year ended 31 December 2022

|                               | 2022           | 2021           |
|-------------------------------|----------------|----------------|
|                               | \$             | \$             |
| <b>Income</b>                 |                |                |
| Membership                    | 11,853         | 15,901         |
| Interest                      | 366            | 9              |
| Sundry Income                 | 662            | 55             |
| Donations                     | 4,925          | 1,899          |
| Grants & Sponsorship          | 68,249         | 64,693         |
| ICPA Australia Subscriptions  | -              | 3,640          |
| NSW Memberships Subscriptions | -              | 2,978          |
| Sale of Merchandise           | 2,872          | 1,427          |
| FRRR Grant                    | -              | 33,406         |
| Newsletter Advertising        | 455            | 8,964          |
| Affiliation Fees              | 18,520         | 120            |
| Federal Conference Account    | -              | 327            |
| State Conference Income       | 51,281         | 25,140         |
| Sales of Product Income       | -              | 12,300         |
| Services                      | -              | 3,510          |
| <b>Total Income</b>           | <b>159,183</b> | <b>174,369</b> |

# Isolated Children's Parents Association of NSW Inc

ABN 68 132 394 867

## Detailed Statement of Income & Expenditure For the year ended 31 December 2022

|                                                     | 2022           | 2021            |
|-----------------------------------------------------|----------------|-----------------|
|                                                     | \$             | \$              |
| <b>Expenses</b>                                     |                |                 |
| Accountancy                                         | 2,041          | 2,441           |
| Advertising                                         | -              | 80              |
| Bank Fees And Charges                               | 293            | 1,388           |
| Computer expenses                                   | 1,793          | 1,164           |
| Brochures and Badges expenses                       | 1,748          | 1,816           |
| Government Charges                                  | 48             | 53              |
| Insurance                                           | 1,539          | 1,539           |
| State Conference - State Council                    | 30,171         | 17,344          |
| State Council Meeting Expenses                      | 26,074         | 17,033          |
| Federal Conference Expense                          | 3,507          | 16,245          |
| State Conference                                    | 51,790         | 65,497          |
| Newsletter                                          | 14,770         | 12,061          |
| Lone Members Expenses                               | 4,951          | 5,469           |
| Donation Expenses                                   | 490            | 610             |
| Subscriptions                                       | 1,874          | 400             |
| Branch Fees                                         | 7,561          | 7,144           |
| ICPA Australia Affiliation Fee                      | 9,580          | -               |
| Sundry Expenses                                     | -              | 55              |
| Stationery                                          | 827            | 205             |
| Postage & Freight                                   | 145            | 263             |
| Advertising and Promotional                         | 1,975          | 2,502           |
| Uncategorised Expense                               | -              | 38,406          |
| Merchandise Purchases                               | 4,881          | -               |
| Depreciation                                        | 969            | 1,437           |
| <b>Total Expenses</b>                               | <b>167,027</b> | <b>193,152</b>  |
| <b>Total Profit/(Loss) from Ordinary Activities</b> | <b>(7,844)</b> | <b>(18,783)</b> |



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## Lone Members Report

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**Madam President, distinguished guests, fellow members of ICPA, ladies and gentlemen. It is with great pleasure on behalf of the Lone Members Officer, Amanda McClaren, that I present the 2023 NSW/Vic Lone Members Report.**

Lone Members are generally individuals or families who do not have a local ICPA branch nearby, and are often involved in educating isolated children or are interested in supporting rural educators and ICPA's advocacy.

At the end of 2022, with 141 members, the NSW/Vic Lone Members branch is the largest of all in ICPA-NSW. Currently, there are 72 individual lone members in addition to 58 boarding school members. The boarding schools are located across NSW and Victoria and take a keen interest in ICPA because their students reside in regional and remote areas. It is also pleasing to have a number of key stakeholders who are lone members and we thank CWA of NSW, the Bush Children's Education Foundation, Royal Far West and Dolly's Dream for their membership as we continue to build a collaborative relationship and mutual sharing of information both internally and externally of this unique membership group.

At conference this year, there are obviously many boarding school members here and Lone Members are well represented with Life Member Lindy Kitto and her husband Dennis, James Armitage, Jessie Donoghue who is running around with the camera so, thank you Jessie and State Treasurer Nathan Kitto.

During Covid, there was an influx of membership due to the advocacy that ICPA was doing at the time. We are hopeful that many of these new members will continue to remain members of ICPA well into the future as it is important to continue to build our memberships in good times and in bad.

Unfortunately, Amanda is unable to continue in this role due to her commitments completing her Master of Teaching. Amanda came into this role with a passion for education and she played a key role in our advocacy to assist Victorian children to return home when the borders closed during covid. We thank Amanda for her enthusiasm and wish her well.

ICPA-NSW is therefore seeking a replacement Lone Members Officer and we ask that those here today seriously consider the rewarding role that it is to be the leader of this group and to be the direct link to State Council. We look forward to the re-establishment of regular informative newsletters and communications within the branch.

77

ICPA is often represented at regional and rural events such as The Boarding School Expos and local field days so if you see any of our ICPA representatives please come and introduce yourself and have a chat as we are always ready to listen.

**Myfi Kellahan**  
**On behalf of Amanda McLaren, Lone**  
**Members Officer**

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## Publicity Officer Report

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**Madam President, distinguished guests, fellow State Councillors, ICPA members, ladies and gentlemen it is with great pleasure that I present to you my first Publicity Officer Report.**

So, who is your new publicity officer? My name is Britt Anderson, and I am a member of the Broken Hill Branch of ICPA and came onto State Council late August 2022. While my time on council has been short in length and I have many things to learn. I have a lot of enthusiasm and I am really looking forward to sinking my teeth into my role and understanding what our members want to know and how to get information out. Facebook and Instagram are the socials that have been utilised to inform our members and interested parties and I would be keen to investigate if other avenues would be of benefit.

Top Wire is a 'go to' resource and Kerrie continues to produce a quality magazine for us all to enjoy. I have penned a few articles and supported a few more in the Top Wire and I would really enjoy assisting in the future and extend my journalistic goals.

Pedals Magazine has seen a big change in 2022 with Raelene Hall retiring after 17 years in the Editor/Publisher role and the reins handed to Hannah Calcino. We wish Hannah all the best and after meeting her in Perth at Federal Conference, I am sure she will be amazing.

February 2023 saw my first in person meeting held in Dubbo. Going through motions preparing for this conference in Moree enabled me to understand the issues branches are dealing with continually from a different perspective. Our meeting was held at the Macquarie Anglican Grammar School Boarding House and our host, the Head of Boarding, Peter Roe, warmly welcomed us and fondly described some of his ICPA conference memories. Thank you, Peter, for making us feel at home and what a fabulous facility you have. We really enjoyed our lovely tour of the grounds. Councillors were very well nourished by The Baking Lady, aka Judy Sinclair-Newton, former NSW State Councillor, President, Federal Councillor and current Federal Membership Officer.

I was welcomed with open arms by my fellow councillors in Dubbo, and for the new girl on the block, I really appreciated this. I also wanted to thank my fellow councillors for guiding me in this position and for providing resources such as folders of information, phone calls of explanation and just to answer questions as I navigate, develop, and distribute relevant materials to assist in advocating for equal access to education for all students, as, after all, that is why we are all here.

**Britt Anderson  
Publicity Officer**

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## Webmaster Report

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**Madam President, distinguished guests, members of ICPA, ladies and gentlemen it is with great pleasure that I present the Webmaster Report.**

### **State Conference 2022.**

What a milestone to be celebrated, 50 Years of ICPA-NSW. The changes that have happened over that time are enormous. Just like the beginning, ICPA is as necessary today as it was way back when. 50 years on, 50 years strong says it all. Saying thank you, to the foundation members and their dedication over the following years of building ICPA into what it is today, doesn't seem enough. We need to carry the torch and keep handing it forward as access to education in regional, remote and very remote NSW will always need a voice.

Congratulations to Wally Mitchell, a Founding Member of ICPA, who was awarded Life Membership of ICPA-NSW at conference in Bourke which sees him, very deservedly so, holding Life Membership at Branch, State and Federal level. Wally was on hand to cut the cake and later in the evening, plant a tree with fellow Life and Founding member Rory Treweeke, marking the celebrations of the fifty years.

Our keynote speaker for conference was Sam Bailey. I had the absolute pleasure of introducing Sam. I was very nervous and approached he and Jenny earlier in the morning, introducing myself and saying I was the one to introduce them. He said, 'keep it short'. Thanks, Sam, for letting me off the hook as I was more than happy to keep it short. His story and message spoke for itself.

Sam and Jenny have an incredible story to tell. Thank you to them for sharing it with us and reminding us it's about what we do have not what we thought we would have and what we do with that life.

### **Website.**

ICPA-NSW continues to utilise social media to share information to members and other interested parties via Facebook and our website.

I am very proud to say that ICPA-NSW continues to strive to provide a strong voice advocating for our rural and remote families driven by passion, tenacity, pride and a want to make a difference for our members.

**Gabie Le Lievre**  
**Webmaster**

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## Top Wire Report

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**Madam President, distinguished guests, fellow members of ICPA, ladies and gentlemen. It is with great pleasure that I present The Top Wire Report.**

In the February edition of last year's Top Wire, our past Memberships Officer, Irene Lund, wrote an article about Life Members and Certificates of Appreciation where she concluded that article with, "we look forward to spotting another deserving name in coming Top Wires." So, it has indeed, been a great pleasure to include articles about Life Memberships being awarded to Ellen Walker from Rankins Springs Branch in 2022 and Duncan Taylor in the more recent February 2023 edition. Both Ellen & Duncan are well deserving of these Life Memberships and we would love to continue to report on more additional Life Members who have contributed significantly to their branch or ICPA-NSW, in future editions. I also found it inspiring, and I'm sure you all did too, to include in the September edition, an article on a Walgett Branch Life Member & ICPA-NSW Life Member, Rory Treweeke, about being included in the 2022 Queen's Birthday Honours list and presented with an Order of Australia award.

I thought it would be an interesting study to see which branches have contributed to The Top Wire over the course of 2022 and came up with the following list: Moree; Monaro; Bourke; Balranald; Tibooburra/Milparinka; two from Collarenebri/Mungindi; and three from Rankins Springs Branch. These branches are often contributors and I thank you for continuing to contribute and support The Top Wire. However, it would be great to hear from all the remaining 22 branches with something that is happening in your branch. It mightn't be anything especially significant, but simply the usual hum drum of life. Whatever it is it doesn't matter, nor does the size of the article, as ICPA-NSW members are interested to learn about what goes on in the lives of rural and remote families.

For something a little different last year, we ran seasonal themes for each edition of The Top Wire and included, Shout Out to Summer, Autumn Awakenings, Winter Wanderings and Step into Spring themes. I would like to thank our Past President, Kate Warby, for her suggestion of making this idea a feature throughout 2022 and for her enthusiasm with starting the ball rolling with this notion. It was great to see the assortment of photos and even recipes that members contributed to this section.

Thank you to Claire Butler who has come on board this year with some new ideas on how to more efficiently collate information from the schools in readiness for the bumper November edition of The Top Wire. While there were some humps and bumps to navigate, as there inevitably always is with any new concept, the new system of school's inputting their scholarship and advertising requests into a survey means a lot less work for our Memberships Officers. It is anticipated that this year, this be a seamless operation.

Once again, many thanks to the Rankins Springs Branch who brave every sort of extreme weather challenge that is thrown at them to come together every three months to package and post each edition of Top Wire to all our members.

Finally, congratulations to ICPA-NSW State Council for another year of tenacity and writing reports for The Top Wire. We love reading about where things are up to after motions are passed at State Conferences and what transpires throughout the year on the advocating front. Thank you to each and every one of you for all your updates.

**Kerrie Johnston**  
**Top Wire Editor**

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## Merchandise Report

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**Dear Madam President, State Councillors, Members and Guests,**

The year started well with merchandise sales at the Bourke conference. Marking down some stock lines assisted in reducing stock levels of slow to move items and larger shirt sizes. There were two new lines added, an especially designed cap for the Bourke conference and also the sock savers which are moving quite well. Now, summer is almost over, but these might be a grateful present for the man in your life or the lady in your life or even for the kids. The introduction of EFTPOS card facilities via 'Square' has facilitated direct online payments and assisted in managing stock levels and made it a lot easier for sales. The reduction of stock and trying to bring it down to a manageable amount so that it is only one suitcase to carry makes it a lot easier and a lot less weight and this has enabled merchandise to be contained to one large 25 kg suitcase, which makes it easier for traveling to conferences.

Due to circumstances beyond my control, I was unable to attend the Federal Conference in Perth, and as a result there were no sales. I am here at the Moree Conference and sales are going well. However, I will be unable to attend the Federal Conference due to a previous engagement and will require someone to manage the merchandise on my behalf. So, it would be good if someone else could take some merchandise to Darwin for the conference there and we can set it all up via the Square so that sales can be made.

Please note the following breakdown of merchandise on hand:

| ITEM                     | February 2022 |  | Sales              |  | January 2023 |
|--------------------------|---------------|--|--------------------|--|--------------|
| <b>Polo Shirts</b>       |               |  |                    |  |              |
| Men's                    | 8             |  | 4                  |  | 4            |
| Women's                  | 10            |  | 3                  |  | 7            |
| <b>RB Sellars Shirts</b> |               |  |                    |  |              |
| Women's                  | 31            |  | 4                  |  | 27           |
| Men's                    | 6             |  | 1                  |  | 5            |
| <b>Rugby Tops</b>        | 2             |  |                    |  | 2            |
| <b>Beanies</b>           | 3             |  | 2                  |  | 1            |
| <b>Sock Savers</b>       | 100           |  | 15                 |  | 85           |
| <b>Caps Conf 2022</b>    | ?             |  | ?                  |  | ?            |
| <b>Stubbie Holders</b>   | 24            |  |                    |  | 24           |
| <b>Men's Neck Ties</b>   | 8             |  | 3                  |  | 5            |
| <b>Caps</b>              | 74            |  |                    |  | 74           |
| <b>Scarves</b>           | 17            |  | 7                  |  | 10           |
| <b>Pens</b>              |               |  | <i>Not counted</i> |  |              |
| <b>Keyrings</b>          |               |  | <i>Not counted</i> |  |              |

**David Shrimpton**  
**Merchandise Manager**

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## NSW Membership Officer Report

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**Madam President, distinguished guests, members of ICPA, ladies and gentlemen. It is with great pleasure that I present the NSW Membership Officer's Report.**

- At the end of 2022 ICPA-NSW had 538 financial members. This is a significant drop in numbers because at the end of 2021, we had 830 financial members.
- This drop in membership numbers is partly due to new members not renewing since the covid pandemic. We had 104 new members in 2021.
- There have been some teething issues with the online membership renewals and we thank Federal Council for assisting us as the issues become known. We ask members to continue to persevere if they have not yet renewed.
- In coming weeks ICPA-NSW will email and SMS overdue members. We will send them a, "We have missed you." message and the link to renew and will make ourselves available, via return mobile phone number, to assist with any troubleshooting.
- Branches have been informed of any new or renewing members who have used the online portal.
- New Member Welcome Packs are mailed to new members and any new school contact.
- We have an occasional new member who nominates one of the branches in recess. Anyone nominating one of these branches is looked after by NSW/Vic Lone Members and an email sent to the new member explaining why and given the opportunity to perhaps choose another branch.
- address labels for the Top Wire were printed for Kerrie Johnston.
- Boarding Schools were emailed and given an opportunity to advertise in the November bumper issue of Top Wire. 25 schools advertised and we used a new system of survey monkey as a simplified tool to collect their information.

Thank you to everyone for their help and support and particularly to Judy Newton, Federal Memberships Officer who has been hard working behind the scenes and to Nathan Kitto for being a very patient Treasurer and has been there to assist during my absences late last year. Please don't hesitate to ask any questions if you need any further information.

**Claire Butler**  
**Membership Officer**

~~~~~oOo~~~~~

**Tanya Mitchell, President.**

Thank you very much to all of you who have given your reports as it is really important to hear of the work that you are all doing behind the scenes. Now has come the time when we vacate our seats and I'd like to call on our Trustee, Mrs. Lindy Kitto to take the chair and be our returning officer during the elections.

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## Election of Office Bearers

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All positions were declared vacant, and Lindy Kitto, ICPA-NSW Trustee, NSW/Vic Lone Member and Life Member, took the Chair for the elections.

**Lindy Kitto, ICPA-NSW Trustee, NSW/Vic Lone Member and Life Member.**

Welcome to this portion of the AGM and probably a fairly important portion and thank you for the honour of being your returning officer at this 2023 Annual General Meeting. My job as Returning Officer is simply to go through the official processes step by step.

So, I now declare all positions vacant.

Before we get to the nominations for State Council which have been received, as you would be aware, there are three Trustees for ICPA-NSW. The three Trustees are Joan Treweeke, Anne Milliken and myself. Within that process there is a cycle where different Trustees at different times have to present themselves for consideration for renomination if they wish to continue. This year it falls to Joan Treweeke. Unfortunately, Joan is unable to be with us but we do have her nomination form for Trustee. Joan has been nominated by Libby McPhee and seconded Britt Anderson. So, thank you Joan even though she is not here and we hope that she is well soon.

**Election of Trustee:**

**Trustee for 2023 three-year tenure:    Joan Treweeke**

**Nominated by: Libby McPhee**

**Seconded by: Britt Anderson**

*Accepted*

Now, onto the election of the office bearers and committee members. We have a process of the election of a President, two Vice-Presidents, a Secretary and Treasurer. The election of an Assistant Secretary, Lone Members Officer, Publicity Officer and then the potential of six committee members. I can attest that each of the nominations have been duly presented to me in the due time of your constitutional requirements and they have all been duly signed and seconded as is required of the nomination process.

I will move through all the nominations and then we can say welcome to each and every one of you as a whole new Council at the end.

The election of Officer Bearers and Committee Members for the State Council of the Isolated Children's Parents' Association of New South Wales Incorporated proceeded as follows:

**President:**

**Tanya Mitchell. Nominated by Laura Stalley. Seconded by Robin Beckwith. Accepted.**

**Vice President:**

**Bree Wakefield. Nominated by Laura Stalley. Seconded by David Butler. Accepted.**

**Vice President:**

**Robin Beckwith. Nominated by Bree Wakefield. Seconded by Laura Stalley. Accepted.**

**Secretary:**

**Libby McPhee. Nominated by Bernadette Maxwell. Seconded by Nathan Kitto. Accepted.**

**Assistant Secretary:**

**Gabie Le Lievre. Nominated by Annabel Strachan. Seconded by David Butler. Accepted.**

**Treasurer:**

**Nathan Kitto. Nominated by Libby McPhee. Seconded by Myfi Kellahan. Accepted**

**Lone Members Officer:**

**Claire Butler. Nominated by Britt Anderson. Seconded by Nathan Kitto. Accepted**

**Publicity/Webmaster:**

**Britt Anderson. Nominated by Laura Stalley. Seconded by Tanya Mitchell. Accepted**

**Committee:**

|                           |                                      |                                    |                 |
|---------------------------|--------------------------------------|------------------------------------|-----------------|
| <b>Annabel Strachan.</b>  | <b>Nominated by David Butler</b>     | <b>Seconded by Myfi Kellahan</b>   | <b>Accepted</b> |
| <b>David Butler.</b>      | <b>Nominated by Annabel Strachan</b> | <b>Seconded by Myfi Kellahan</b>   | <b>Accepted</b> |
| <b>Myfi Kellahan.</b>     | <b>Nominated by Annabel Strachan</b> | <b>Seconded by Gabie Le Lievre</b> | <b>Accepted</b> |
| <b>Laura Stalley.</b>     | <b>Nominated by Tanya Mitchell</b>   | <b>Seconded by David Butler</b>    | <b>Accepted</b> |
| <b>Georgina Luckraft.</b> | <b>Nominated by Bree Wakefield</b>   | <b>Seconded by David Butler</b>    | <b>Accepted</b> |

There are five members nominated for State Council but you do have provision for six councillors so I will declare the sixth position as a casual vacancy and then it is up to the Council to fill that position as they see fit at a later date.

That is all the nominations I have received and, with your permission, I would like to move that these nominations be accepted and congratulate each and every one of you on your appointment and wish you all the very best for the year ahead.

**Motion AGM 23.03.23**

*“I would like to move that the nominations of the executive and committee of ICPA-NSW be accepted.”*

**Moved by Lindy Kitto, NSW/Vic Lone Member. Seconded by Prue Ritchie, Bourke Branch.**

**Carried.**

Before I close could we have a show of hands to confirm Joan Treweeke’s election as a Trustee please? Also, collectively, could we have a show of hands to support the election of the executive and state councilors please? Thank you.

I would now like to vacate the chair and welcome your President, Tanya Mitchell, back to the platform to take over proceedings. Thank you.

**Tanya Mitchell, President.**

Thank you, Lindy, and now that we have all the formalities done, I shall declare the 51<sup>st</sup> Annual General Meeting of the Isolated Children’s Parents’ Association of NSW Inc. officially closed at 9.18 am.

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I would like to thank everyone for being here this morning and for being part of it. I wouldn’t be able to do this position without all of my State Council and the support I get from them and for all of you as members as well bringing your issues to the table. So, thank you very much. I just want to make special mention to Deborah who is stepping off State Council and I know you are still going to be on call when we need your expertise but thank you so much for all the time you have spent and I think Deborah, like myself, has had a few farewells and yet keep showing up the following year. So, I do want to say thank you to Deborah for that and for all your years of service to ICPA.

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