



**Annual General Meeting
Friday 18 November 2016, 10.30am Eastern Summer Time**

By Teleconference
Draft Minutes

Attendance

Brenton Yon	Board member (Chair)
Peter Rutherford	Board member
James Shevlin	Board member
David Walsh	Board member
Stacey Gardiner	Board member
Owen Trumper	Individual member
Peter Gunson	Representative for WA Forest Communities Network - Affiliate member
Peter Fagg	Individual member
Garry Featherston	Individual member
Leilani Dawes	Individual member
Michael Dent	Individual member
Roy Head	Individual member
Phil Whiteman	Individual member
Helen Murray	TCA National Co-ordinator
Judy Pearce	TCA Company Secretary

1. Welcome

Brenton welcomed people to the meeting and thanked them for their participation.

2. Apologies

Senator Eric Abetz	Individual member
Gary Bacon	Individual member
Lou Coutts	Individual member
Brian Farmer	Sponsor member
Peter Gostelow	Board member
Matthew Randall	Individual member
Jeremy Rockliff MP	Individual member
Michael Ryan	Individual member

3. Declaration of proxies

		Held by
Denise Bann (Michelin)	Individual member	Chair
Glenn Lane	Individual member	Chair
Stewart McKinnell	Individual member	Chair

Suzanne McKinnell	Individual member	Chair
Fritz Michelin	Individual member	Chair
Martin Pretty	Individual member	Chair
Kerry Rutherford	Individual member	Chair
Michael Stephens	Individual member	Chair
Donald Wilton	Individual member	Chair
Wendy Wilton	Individual member	Chair
Nathan Trushell	Sponsor member, Vic Forests	David Walsh

Confirmation of Proxies:

Moved Brenton Yon
Seconded Stacey Gardiner

4. Confirmation of the minutes of the 2015 Annual General Meeting

held 27 November 2015 which were circulated prior to the meeting

Confirmation of the minutes:

Moved James Shevlin
Seconded David Walsh
Carried

5. Special Business

Endorsement of replacement of Timber Communities Australia Ltd Memorandum and Articles of Association 2014 with Timber Communities Australia Ltd Memorandum and Articles of Association 2016 (which had been circulated to members with a summary explaining the proposed changes).

Resolution:

That the replacement Timber Communities Australia Limited Memorandum and Articles of Association be adopted.
Carried unanimously

6. Chairman's Report

The Chairman's Report had been circulated to members prior to the meeting and the Chair, Brenton Yon spoke to this document.

Since TCA's major restructure in mid-2014, 2015/2016 had been a difficult year in which TCA embarked on strategies to ensure its financial stability for the future but it had also been a year where much was achieved

The top five top priorities areas for the year were **Certification, Communications, Advocacy** (including the Young Community Ambassadors Initiative), **Networking and National Reach** and **Funding** and outlined what had been achieved in each of these area.

He acknowledged the work done by the National Coordinator, Helen Murray, with assistance from Company Secretary Judy Pearce, and the contributions of the immediate past Chairman Trevor Sargeant and former Board member Lexie Hurford. He thanked the current Board members for all the time they donated to the organisation and for the support they provided to him.

Brenton thanked AFPA (Australian Forest Products Association) for their in-kind support by providing office accommodation for TCA free of charge.

7. Review of Finances for the year ending 30 June 2016

This review, in line with ASIC requirements, was carried out by Sandra Clutterbuck from Warbucks Pty Ltd and had been circulated to members prior to the meeting. It outlined the Profit and Loss and Balance Sheet for 2015/2016.

8. Report on elected Board Members for 2016-2017

General Member Category: Peter Gostelow was nominated by members and was declared successful with no ballot required.

Continuing Board members

Stacey Gardiner, Affiliate Member representative
Peter Rutherford, Affiliate Member representative
James Shevlin, Sponsor Member representative
David Walsh, Sponsor Member representative
Brenton Yon, Board appointed member

9. Close of meeting

The meeting closed at 10.59

The formal procedures were followed by a TCA Members Forum at which Peter Gunson, spoke about the WA Forest Communities Network and Peter Rutherford about the South East Timber Association . both organisations are Affiliate Members of TCA.

Helen Murray, TCA National Co-ordinator, spoke to the recently produced TCA document on Key Messages and then there was the opportunity for a Q & A.