

The Wilderness Society (Tasmania) Inc

Annual General Meeting

Thurs 21st November 2018, 5:30pm at Wilderness Society, 130 Davey St Hobart

Agenda

Ordinary Business

1. Circulation of Annual Report papers to members present
2. Welcome (include Acknowledgment of Country) - by meeting chair, Vica Bayley
3. Present and Apologies
4. Confirmation of Minutes from 2017 AGM
 - Proposal: That the minutes from the 2017 AGM be accepted.
5. Acceptance of Reports
 - Speaking to Convenor's report – Val Noga
 - Speaking to Campaign reports – Vica Bayley
 - Speaking to Treasurer's report & audited financial statements – Kevin Glidden
 - Proposal: That the above reports be accepted.
6. Appointment of Auditor
 - Motion: That William Buck be appointed for the financial year ending 30 June 2019
7. Staff and Board Delegations
 - Motion - That the following amendments to staff and board financial delegations be inserted into the TWS (Tas.) Constitution Working Guidelines
 - That staff be delegated to spend up to \$1,000 at one time
 - That the Campaign Manager be allowed to spend up to \$5,000 in one transaction, within the limits of the annual budget.
 - Any overspends require Committee approval
 - That the annual budget is the approval process which allows finance staff to spend large amounts on pays, bulk payments and other large bills without seeking approval
 - That the Committee or authorised Member(s) - likely the Treasurer - are required to approve expenditure over \$5,000. This can be in the form of an overall approval to spend an agreed amount on a Project, with overruns requiring further approval

8. TWS Tas. Management Committee decision making

- Motion - That the following amendments to the TWS Tas. Management Committee decision making be inserted into the TWS (Tas.) Constitution Working Guidelines and the Constitution itself
 - That 'flying minutes' be used as a way of expediting Management Committee decision making when decisions are needed urgently. The guidelines for flying minutes are as follows :
 - Responses to flying minute requests need to be provided within 48 hours of the date and time the flying minute was sent
 - Each flying minute must contain a proposed 'motion' and a business case to support the motion
 - Flying minute ratification requires at least a quorum of Management Committee members
 - The heading in email needs to state 'Flying Minute'.
 - The sender of a flying minute motion is to follow-up with persons who have not responded within 24 hours via text message.

9. Election of Management Committee

- Convenor
- Treasurer
- Secretary
- General Members (up to 5)

Special Business

Other Business plus question and discussion