



DRAFT WIOA AGM Meeting Minutes

Wednesday 29th May 2024
4.05pm – 4.35pm
Virtual via MS Teams



WIOA Board Chairperson, Mr Mat Greskie

1. **Diversity & Inclusion – any reasonable adjustments required**
2. **Acknowledgement of Country**
3. **Welcome**
4. **Present / Apologies / Proxies**

Present: 88 Members

Matthew Greskie, Ron Bergmeier, Ardean Oldland, Mark Samblebe, Tony Hourigan, Ryan McGowan, Stephen Answerth, David Hughes, Michael Perkins, Ronak Patel, Ali Azimi, Patrick Yeoh, David Norman, Sam Magill, Aaron Goth, Will Buchanan, Peter Haywood, Anthony Sidawi, James Thonder, Ben Gatenby, John Deboer, Paul Fortune, David Hughes-Owen, Kendall Niblett, Anthony Evans, Leah Jones, Sheaffe Jade, Yasuhiro Matsui, Mick Mahoney, Sally Shepherd, Clara Laydon, Madeleine Borg, Emily Lohmann, Paul Fortune, David Hughes-Owen, Michael Milne, Roland Heatley, Sandy Manage, Sarah Weber, Tas Rangwala, Kathryn Turner, Manfred Glombowski, Preeju Anirudhan, Rohan Campbell, Kristina Machena, Alex Massignani, Suzy McDonald, Jacob Colledge, Moheuddin Kader, Wes Trotter, Jon Reed, Richard Campbell, Sarah Walton, Nadia Muzurovich, Suria Moodley, Nathan Dick, Paul Stute, Farhad Shafiei, Brett Hare, Lindsay Walsh, Kevin Sullivan, Bruce Nesbitt, Brooke Samblebe, Robert Scott, David Sheehan, Sandy Manage, Dan Squire, Anthony Backhouse, Andrew Volk-Levonovich, Justin Scott, Shaun Fry, Lisa Worcester, Vijay Ignatius, Phil Micallef, Binto Xavier, Jeremy Bell, John Harris, Callum Tate, Chris Wellard, Douglas Darville, George Wall, Ashley Reidy, Kathy Northcott, Jai Vadhyaphal, Liz Millan, Linda Brook-Franklin, Matthew McNamara, Dona Tantirimudalige

Apologies: George Bellizia, Lothar Augustat, Steve Westgate

Proxies: none

5. **Chair's Report - WIOA Board Chairperson, Mr Mat Greskie**

5.1 Disclosures/Register of Interest - None

5.2 WIOA Limited AGM Minutes

MOTION - The draft minutes of the WIOA Limited Annual General Meeting held on Wednesday 31 May 2023, be accepted as circulated and distributed at this meeting. **Motion Approved**

5.3 Acknowledgements - 2023 Departures

- WIOA Limited Chair – John Harris (Life Member, 2024 Outgoing Board Director)
- Managing Director/WIOA Incorporated Secretary – George Wall
- WIOA Incorporated President – Sally Shepherd
- WIOA Incorporated Vice President – Ryan McGowan

5.4 Acknowledgements – 2023 Life Members, 2024 Committee and Group Members

2023 Life Members

- Tony Hourigan
- Jill Busch

All WIOA Committees, members, and their employer's support

- State/Territory Advisory Committee's
- General Committee now National Advisory Committee



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5.5 Acknowledgements - Nominations Committee (4 x WIOA Life Members)

The Nominations committee consists of the following WIOA Life members:

Chair: Ron Bergmeier

Jill Busch, Tony Hourigan, John Harris

5.6 Acknowledgements – Board

The WIOA Board consists of the following members:

Chair: Mat Greskie

Deputy Chair: John Harris

Ron Bergmeier, Mark Samblebe & Sally Shepherd

5.7 Members Election Results – 2 X Board Director positions

An extensive review process was undertaken by the Nominations Committee in order to produce a shortlist of 3 candidates, which was then opened up to WIOA members, to elect two new Board Directors. The two successful candidates include:

- Rachael Miller, Water Corporation, Western Australia and
- Robert Scott, Mid Coast Council NSW

5.8 Financial/Directors Report

MOTION - The financial performance for the year be noted, that the audited Financial Report for WIOA Ltd be accepted, and the audited reports be submitted to ASIC as a true and accurate record of the WIOA Ltd financial position as at 31/12/2023. **Motion Approved**

6. Chief Executive Officer / Company Secretary Report

6.1 Financial update

The Chief Executive Officer, Dean Barnett, provided members with a financial update for 2023.

	Income	Expenditure	Variance
2023 Budget	\$1,926,983	\$2,117,912	(\$190,929)
2023 Financial Audit	\$1,985,883	\$2,156,848	(\$170,965)

	2023	2022
Total Equity	\$1,099,768	\$1,270,732

2023 Business transformation

- Staffing
- Digitisation

2024 Growth

Future budgets with profit - (Jan – Jun 2024), (July 2024 – June 2025) are profit budgets Moving from a six-month budget to a 12-month budget for the 2024-2025 financial year. Approved by the board on Thursday the 2nd of May

- Implementing a Growth Plan
- Reviewing our contingency amount as a Not-For-Profit



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6.2 Director Payments

MOTION: the January – July 2024 (6 month) allocation of up to \$25,000 for Director payments to be included in the Budget. **Motion Approved**

MOTION: the 2024 – 2025 July – June budget allocation of up to \$50,000 for Director payments to be included in the Budget. **Motion Approved**

6.3 Appointment of the Auditor

MOTION: The Members of WIOA Limited require an independent audit of the accounts, and that Goulburn Murray Audit Services be appointed to undertake an independent audit of the WIOA Limited accounts for the 2024 year. **Motion Approved**

6.4 Acknowledgements

The WIOA Board restructured the previous Managing Director position, into a Chief Executive Officer role, which I started on 31 July 2023, along with the role of Company Secretary.

2023 / 2024 Staff departures

- Managing Director – George Wall
- Administration Support – Marilyn Wall
- Digital Design Coordinator - Sherryn Wall
- Trainee - Ella Wilson

6.5 Name change and focus

The Chief Executive Officer, Dean Barnett, discussed three main points:

- Water Industry ~~Operators~~ Operations Association of Australia (WIOA)
- Clear focus on the operations sector within the water industry nationally
- Supporting people in all operational roles and activities

6.6 Strategic Plan 2024 – 2025

The Chief Executive Officer, Dean Barnett, discussed the Strategic plan and focus for the next two years.

2024

- Stakeholder Engagement (*refer to 6.7 for more detail*)
- Digitisation (*refer to 6.7 for more detail*)

2025

- Resilience
- Diversification

6.7 2024 Strategic Action Plan

Digitisation

- Membership Management System
- Lead Capture Technology for Exhibitors
- E-publications
- Self-check-in at our conferences
- Total digitisation of our Accounts Payable, Accounts Receivable, and Payroll

Stakeholder Engagement

- Transforming from an organisation based in Shepparton Victoria, to a virtual national organisation
- Staff based in Victoria, Queensland, and New South Wales
- Enhancing our relationships with the WIOA community across the country.
1st WA and NT Interest Days



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6.8 Structure aligned to Strategy

The Chief Executive Officer, Dean Barnett, shared an update on the current WIOA Team Structure.

- Chief Executive Officer – Dean Barnett
- Manager, Operations – Katy O’Sullivan
- Manager – Sponsors, Members, and Exhibitor Support -Glenn Alford
- Executive Assistant (part time) – Fiona Monge Simmonds
- Business Administration Coordinator (part time) - Ann Austin
- Event Coordinator – Kate Russell

6.9 Sub-Committees

The Chief Executive Officer, Dean Barnett, shared an update on the sub-committee structure;

Board

- Nominations Committee
- National Advisory Committee
- State/Territory Advisory Committees

CEO

- Diversity and Inclusion Group
- Victorian Network Operator Development Program Advisory Group
- Executive/General Manager of Operations Group

7.0 Member Involvement – Governance 2024

The Chief Executive Officer, Dean Barnett, shared an update on the 2024 Governance changes to date.

- February: Nominations Committee – new 2024 Terms of Reference
- March/April: State/Territory Advisory Committees (66 x nominations) 2018 Terms of Reference revised to a 2024 version
- April/May: 2 x Board Director positions
- June: National Advisory Committee, Diversity and Inclusion Group new WIOA Limited 2024 National Advisory Committee Terms of Reference

7.1 State/Territory Advisory Committees

The Chief Executive Officer, Dean Barnett, shared an update on the members in the State/Territory Advisory Committees. Key updates included:

- Names of each State/Territory Advisory Committee member
- Update on Chair and Deputy Chair elections

7.2 Membership 2023

The Chief Executive Officer, Dean Barnett, shared an update on membership as of Jan 2023.

- Membership has remained at approximately 4,500
- We are auditing the membership numbers with the transition from an excel spreadsheet to a Membership Management System

7.3 General Business – none

Meeting closed at 4.35pm