



## Annual General Meeting (AGM) Minutes

### Cystic Fibrosis Community Care

<b>Date:</b>	Thursday, 27 <sup>th</sup> April 2023
<b>Time:</b>	19:00 – 19:30 AEST
<b>Place:</b>	Zoom

Item	Description	Responsible
1	<p><u>Welcome and introductions</u></p> <p>KK welcomed attendees and confirmed that a quorum of members was present, and all valid proxies had been recorded. The meeting was officially opened at 19.03.</p> <p>The Chair asked the Company Secretary to confirm all attendees.</p> <p><b>ATTENDEES</b>            Katherine Kaspar (Chair), Jo Harrison, Rachael Wilmot, Stuart McCulloch, Shane Fennell, Bruce Jarvis, Cameron Jones, Bryson Vaughan, Alex Matijevic, Ben Butcher, Fay Stephenson, Gary Hudson, Russell Carr, Sarah Weeks, David Camilleri, Stephanie Quattromani, Andre Carvalho (CEO) and Marius Van Der Merwe (auditor).</p> <p><b>BY INVITATION</b>            Professor Scott Bell (guest speaker)</p> <p>There are no undirected proxies to declare.</p> <p>KK welcomed those present at the CFCC Annual General Meeting and opened the meeting with an Acknowledgement of Country.</p>	Chair
2	<p><u>Apologies</u></p> <p>KK noted the two apologies from Jenifer Loughman and Graeme Howie.</p>	Chair
3	<p><u>Review of actions from previous annual general meeting</u></p> <p>None.</p>	Chair

4	<p><u>Acceptance of minutes of previous annual general meeting</u></p> <p>KK directed the members to the minutes of the previous meeting and moved that they be accepted as a true and correct record of proceedings.</p> <p>Moved: Joanne Harrison Seconded: Bryson Vaughan</p> <p>Passed</p>	Chair
5	<p><u>Chair's report</u></p> <p>KK presented her report to members. The report was provided to all attendees and will be made available to all members post-meeting.</p> <p>KK went on to say that FY22 was a year of progress, achievement, and change for CFCC, although not without material impact from the lingering shadow of the COVID-19 pandemic. It certainly had its lows, but also some significant highs.</p> <p>KK added that the community were absolutely delighted by the progress made in March 2022 when it was announced that Trikafta would be listed on the PBS for individuals 12 years and over who carried at least one F508del gene change. This was a huge step forward after years of lobbying and campaigning by CFCC, other CF organisations, and many members of our community.</p> <p>While it is exciting to hear this news, KK went on to say that we understand that there are many in our community who have not yet gained access or cannot be helped by Trikafta. Whether you are post-transplant, have a rare gene, or are someone for whom Trikafta has come too late, please know that we are not stopping until every person with CF has a bright future ahead.</p> <p>KK also highlighted the following achievements across New South Wales and Victoria in 2022: Our information line responded to over <b>1900</b> enquiries from people affected by CF. We supported <b>550</b> members by advocating for their individual hospital care. We provided social work care and support to <b>1062</b> members. We carried out <b>117</b> hospital visits and supported <b>797</b> members in outpatient clinics. We provided <b>998</b> grants and subsidies, totalling <b>\$185,675</b>. We provided emergency funding support to <b>163</b> members, totalling <b>\$32,583</b>.</p> <p>KK ended by thanking the CFCC staff and volunteers' team, and her fellow Board members for all that you do to support our community. Your skills, experience, empathy, and caring</p>	Chair

	nature ensures we can deliver critical support and care to our community across New South Wales and Victoria.	
6	<p><u>Treasurer's report</u></p> <p>Cameron Jones (CF), CFCC Treasurer presented his report to the members. The report was provided to all attendees and will be made available to all members post-meeting.</p> <p>CJ communicated to the membership that the last financial year proved to be challenging for many members of our community. Once in a generation floods, an uncertain economic outlook and the persistent impact of COVID-19 have presented the CF community with numerous challenges to overcome. It has once again been reassuring to observe the resilience of those most impacted and the willingness of the CF community to support one another and our organisation in difficult times.</p> <p>CF also confirmed that in 2022 CFCC reported the total financial performance of both Victoria and New South Wales and that despite these uncertainties and challenges, CFCC has continued to adapt and find new ways to support our community in their daily lives. Pleasingly this has also resulted in a robust financial performance in 2022 with the organisation delivering an overall surplus of approximately \$124,000.</p> <p>CFCC income from normal activities for the year to 31 December 2022 was approximately \$2.80million, an increase of 26% over the previous year. Total expenditure for the year was \$2.68million, an 8% increase compared to the previous year.</p> <p>CJ went to to say that the total CFCC equity, as of 31 December 2022, sat at \$6.35million including \$4.05million of cash and short-term investments (investment portfolio), a 1.9% increase compared to the previous year (2021 – \$6.23million).</p> <p>CJ ended by stating that whilst 022 has presented considerable challenges to our community and organisation, thanks to our supporters, partners, staff, volunteers, Leadership Team, and Board, CFCC remained well-positioned to continue to deliver on our purpose.</p>	Treasurer
7	<p><u>Acceptance of financial statements</u></p> <p>The financial statements for the period ending 31 December 2021 were tabled and accepted by the Members.</p>	Treasurer

Election of directors

KK advised the meeting that we would now vote on the resolutions as they were presented in the Notice of the AGM all members received. The Chair holds 1 proxy and it would be cast in support of the resolutions.

**Resolution 1:** *To consider and, if thought fit to pass the following resolution as an ordinary resolution: "That, for the purpose of clause 42.1 and 42.5 of the Constitution and for all other purposes, Mr Shane Fennell, a Director, retires and being eligible, is re-elected as a Director."*

**The resolution was passed unanimously.**

**Resolution 2:** *To consider and, if thought fit to pass the following resolution as an ordinary resolution: "That, for the purpose of clause 42.1 and 42.5 of the Constitution and for all other purposes, Ms Jo Harrison, a Director, retires and being eligible, is re-elected as a Director."*

**The resolution was passed unanimously.**

8

**Resolution 4:** *To consider and, if thought fit to pass the following resolution as an ordinary resolution: "That, for the purpose of clause 42.1 and 42.5 of the Constitution and for all other purposes, Mr Alex Matiejevic, a Director, retires and being eligible, is re-elected as a Director."*

**The resolution was passed unanimously.**

**Resolution 5:** *To consider and, if thought fit to pass the following resolution as an ordinary resolution: "That, for the purpose of clause 42.1 and 42.5 of the Constitution and for all other purposes, Ms Rachael Wilmot, a Director, retires and being eligible, is re-elected as a Director."*

**The resolution was passed unanimously.**

**Resolution 6:** *To consider and, if thought fit to pass the following resolution as an ordinary resolution: "That, for the purpose of clause 42.1 and 42.5 of the Constitution and for all other purposes, Mr Bryson Vaughan, a Director, retires and being eligible, is re-elected as a Director."*

**The resolution was passed unanimously.**

Chair

	<p>KK requested that CJ pass Resolution 3 as it applied to the re-election of the Chair.</p> <p><b>Resolution 3:</b> <i>To consider and, if thought fit to pass the following resolution as an ordinary resolution: "That, for the purpose of clause 42.1 and 42.5 of the Constitution and for all other purposes, Ms Katherine Kaspar, a Director, retires and being eligible, is re-elected as a Director."</i></p> <p><b>The resolution was passed unanimously.</b></p> <p>KK congratulated all Directors on their re-election and thanked all Directors for their service to CFCC.</p>	
9	Official AGM business closed at 19.28.	Chair

### Guest Speaker

19.30	<p>KK invited Professor Scott Bell, Senior Physician of the Adult Cystic Fibrosis Centre at The Prince Charles Hospital in Brisbane &amp; CEO of the Translational Research Institute to speak on the changes to the care of CF, as a result of new modulators, and challenges for the future.</p> <p>The membership enjoyed a very interesting session and KK thanked Professor Bell for his time and expertise.</p> <p>The session was recorded and will be available from the CFCC website.</p>
-------	--