



Australian Ukulele Teachers and Leaders Association Inc.

An incorporated Association registered in NSW under the Association Incorporations Act 2009

ABN: 67 890 830 156

2 Odalberree Drive

Urunga NSW 2455

secretary@autla.org.au

Notice of 6th Annual General Meeting of Members

12th August, 2021

Notice is hereby given today of the 6th Annual General Meeting of Members of the association to be held at 12.00 pm on 29th August, 2021, online via Zoom platform (immediately following the planned online workshop starting at 11am).

There is no provision for Proxies.

The meeting will be recorded and placed onto the association's Facebook Members' group page for future viewing for those unable to be there live.

Members must be fully paid members at the time of voting to ensure their vote counts.

Apologies, whilst not strictly required can be sent via email to the secretary@autla.org.au

Agenda, previous AGM Minutes and financial statements attached; other reports will be presented at the meeting.

Nominations for Executive Positions:

Under Section 15 of the Association's constitution, nominations for individuals to stand for one of the office bearers or general member positions on the Executive Committee can be submitted to the Secretary up to 7 days prior to the meeting by simple email message as per example given here.

The Secretary (secretary@autla.org.au),

I being a financial member of the Australian Ukulele Teachers and Leaders Association Inc. wish to stand for the following position(s) at the 2020 AGM:

President/Vice President/Secretary/Treasurer/General Member (3) (delete those not required).

In the event of no nominations being received for a given position prior to the meeting, members may stand for vacant positions at the meeting at the Chairpersons discretion.

Vanessa Nugent

(Secretary)



Notice of 5th Annual General Meeting of Members

AGENDA

1. **Call to open meeting and confirmation of a quorum** (5 members)
2. **Apologies**
3. **Motion:** “To confirm the Minutes of the last Annual General Meeting held on 27th September, 2020” (attached)
4. **Actions arising:**
5. **Presentation of reports:**
 - **President’s report**
 - **Treasurer’s report and annual financial statements** (attached).
6. **Election of office bearers and general members to the Executive Committee**
 - President
 - Vice President
 - Secretary
 - Treasurer
 - 3 x General Members
 - Public Officer
7. **Any other business.** The Chairperson will allow a short period of time for general questions from the floor but reserves the right to facilitate and manage available time and how answers are directed.
8. **Meeting closure**



Australian Ukulele Teachers and Leaders Association Inc

Annual General Meeting Minutes

27th September 2020

12.50pm via Zoom platform online (due to Covid 19 restrictions)

Attendees: Dan McEoin, Janine Shearer, Chantelle Riordan, Chris Waite, Vanessa Nugent, Courtney Grigg, Jill Clarke, Cathy Welsford, Ian Porter, Tom Harding, Salli Chmura, Steph Payne, Yanaii Morris, Dassana, Carolyn Coxhead, Di Stephens, Jan Snook, Jenny Messingham, Kim Burns, Lisa Cressey Margaret Crichton, Nicki Johnson, Craig Barrie, Ross Hobbs, Sam Lemann, Sue Kidd, Trish Davies, Stu Eadie, Vaughn Parker.

Apologies: Ruth Allen, Hilde Hannegieter, Mark Jackson, Jane Jelbart, Brendan Canty, Yanai Morris, Robin Henderson, Dennis Wilson.

1. Call to open the meeting and confirmation of a quorum Dan MacEoin (President and Chairperson) opened the meeting and then handed over to Chris Waite who confirmed there were at least five members present to form the necessary quorum.

2. Minutes from previous AGM

Motion: To approve the minutes from the last AGM held at Sunnybank Performing Arts and Cultural Centre, Brisbane on 13th September, 2019. Proposed: Salli Chmura and seconded: Cathy Welsford, the motion was carried unanimously.

3. **Actions arising from the Minutes:** Nil actions arising

4. **Presentation of Reports:** The President tabled his report with nil discussion about the contents. The Treasurer tabled her report and Financial Report with nil discussion.

5. **Motion:** That the 2019 financial accounts be received and accepted. Proposed: Vanessa Nugent and seconded: Steph Payne, the motion was carried unanimously.

6. **Election of Office Bearers and General Members of the Committee:**

Dan MacEoin declared all Committee positions vacant and handed the meeting over to Chris Waite for the election process.

- The Secretary announced that she had received one nomination from Dan MacEoin for President. There being no other nominations, Dan McEoin was re-elected and declared the President for the next 12 months.

- The Secretary announced that she had received one nomination from Ruth Allen for Vice President. There being no other nominations, Ruth Allen was re-elected and declared Vice President for the next 12 months.
 - The Secretary announced that she had received no nominations for the position of Treasurer. There were no nominations from the floor and this position remains unfilled at this stage with Janine remaining in the position for the interim.
 - The Secretary announced that she had received one nomination from Vanessa Nugent for position of Secretary. Vanessa Nugent was re-elected to her position as Secretary for the next 12 months.
 - The Secretary announced that she had received nominations from Chantelle Riordan, Courtney Grigg and Tom Harding for the position of General Member. Two other nominations were received from the floor being from Steph Payne and Salli Chmera. There being no other nominations, Chantelle Riordan, Tom Harding, Steph Payne, Salli Chmera and Courtney Grigg were declared to be General Members of the committee for the next 12 months.
 - Dennis Wilson resigned from his position as Public Officer (a position which must be held by a person residing in NSW) and Vanessa Nugent stated she would take on this position. Vanessa was then duly appointed as the Public Officer; being a person residing in NSW.
7. The meeting was then handed back to Dan McEoin.
 8. With no further business to be discussed the meeting was closed at 1.40pm

Minutes submitted by Vanessa Nugent – Secretary



The Australian Ukulele Teachers and Leaders Association Inc.

Treasurer's report

For the period 1 July 2020 – 30 June 2021

The Australian Ukulele Teachers & Leaders Association Inc (AUTLA) is registered with the Australian Taxation Office as a Not-For-Profit Incorporated Association. Although the accounts are not externally audited, the Committee has governance procedures to ensure that the financial affairs of the Association are managed responsibly, and that access to all bank accounts is controlled and accounted for.

The financial statements show the Association had a surplus of funds in the Balance Sheet as at 30 June 2021 of \$6,496.06 (2020: \$6,488). This balance is comprised of the following 3 accounts held by AUTLA:

- Westpac Community Solutions Cash Reserve Account: \$4,284.07
- Westpac Community Solutions One Transaction Account: \$2,154.15
- PayPal Transaction Account: \$57.84

AUTLA experienced a significant downturn in earnings during the year dropping by 99.3% to \$8.07. The only revenue earned by the Association during the year was from membership fees, which accounted for 99.9% of the total income (\$1,649.80), and the balance attributed to interest (\$2.16).

Unfortunately, lockdown restrictions arising from the global pandemic meant the cancellation of most of our income earning events such as professional development workshops at ukulele festivals around the country. The AUTLA Committee instead invested a portion of retained earnings from previous years into a comprehensive series of free online events for members to support the Australian ukulele community during this difficult time.

Membership fees were down from \$2,280 (2020) to \$1,630 (2021) even though AUTLA membership remained steady (62 at 30 June 2020 and 60 at 30 June 2021), this is due to an influx of late membership paid after 30th June 2021 which is not included in this financial statement.

As the Treasurer for AUTLA it has been my pleasure to work beside this group of hardworking volunteers as we strive towards reaching the current and future goals of AUTLA to the benefit of its members and future members.

Courtney Grigg
Treasurer



The Australian Ukulele Teachers and Leaders Association Inc.
Statement of Financial Position
As at 30 June 2021

	30 Jun 21	30 Jun 20
<u>Assets</u>	\$	\$
Cash		
Westpac Community Solutions Cash Reserve Acc	4,284.07	3,283.36
Westpac Community Solutions One Transaction Acc	2,154.15	3,117.87
PayPal Transaction Account	57.84	86.76
Total Cash	6,496.06	6,487.99
Total Assets	\$6,496.06	\$6,487.99
<u>Liabilities</u>		
Accounts Payable	-	-
Short term liabilities	-	-
Total Liabilities	-	-
<u>Equity</u>		
Current Year Earnings	8.07	2,134.24
Retained Earnings	6,487.99	4,353.75
Total Equity	\$6,496.06	\$6,487.99
Total Liabilities & Total Equity	\$6,496.06	\$6,487.99



The Australian Ukulele Teachers and Leaders Association Inc.
Statement of Activities
As at 30 June 2021

	30 Jun 21	30 Jun 20
	\$	\$
Income		
Interest Income	2.16	5.93
Membership Income	1,630.00	2,280.00
Miscellaneous (refund of stamp duty on insurance)	19.80	-
PD Income	-	3,405.00
Total Income	1,651.96	5,690.93
Gross Income	\$1,651.96	\$5,690.93
Less Operating Expenses		
Administration Expenses	75.33	-
Advertising	-	-
Insurance	404.80	404.80
Memberships & Registrations	-	-
PayPal Fees	53.76	156.57
PD Admin Fees	-	576.94
PD Presenter Fees	1,090.00	1,863.38
Venue Hire	-	400.00
Website & Design	20.00	155.00
Total Operating Expenses	1,643.89	3,556.69
Net Surplus	\$8.07	\$1,186.43