



U3A Banyule Inc A0013622D

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U3A BANYULE ANNUAL GENERAL MEETING

TUESDAY 21ST MAY 2024, 4.00PM, HELD VIA ZOOM WEBINAR

Attendees Online: Elizabeth Ainsworth, Patricia Amor, Jan Anderson, Liz Ash, Maria Axarlis-Coulter, Marilyn Baird, Anna Bassi, Brigitte Battova, Anita Bourke, Penny Braybrook, Ann Brown, John Byrne, Cr Alison Champion, Jan Connor, David Cox, Judith Craze, Helen Crook, Noni Crowther, Steve Dennis, Sandra Erickson, Owen Evans, Yvonne Griffiths, Jack Hanlin, Margaret Jack, Dianne Jackson, Rosalie Jacobs, Gina Jones-Parry, John Jones-Parry, Lynette Joseph, Inge Kearney, Wendy Kellock, Mara Kobec, Lois Lee, Coralie Liens, Valerie MacPhee, Michael Maguire, Monika Mann, Milena Maranville, Alan Marks, Elsa McCarthy, Helen McKinnon, Linda Miller, Karen Mills, Bee Mitchell-Dawson, Winnie Overschie, Jan Palich, Lyn Phillips, Bruce Rigby, Janet Ringrose, Tony Riordan, Jen Rippon, Willem Roodenburg, Tania Rostan, Julie Rowe, Jeff Rowe, Claudia Russelhuber, Rosemary Sceats, Barbara Sekules, Anne Smith, Heather Stephens, Moira Styles, Diana Sze Hong, Jutta-Inge Szwed, Rosemary Tait, Julie Vomero, Joyce Walton, Gale Watt, Helen West, Kevin Whiting, Sylvia Whitmore, Megan Williamson, Mary Wilson

Attendees Online at ILCH: Audrey Davies, Judy Elsworth, Lesley Gilbert, Sharon Karasmanis, Karlene Lang, Joan Learmont, Phillippa Merchant, John Morss, Jan Ramp, Rosemary Vaughan, Allison Waddell, Dianne Williamson

Proxy Forms Received: Jennifer Beech, Robert Bender, John Bohills, Paule Cartwright, Jennifer Chrystie, John Chrystie, Joanne Colosimo, Mimmo Cozzolino, Judith Craze, Helen Crook, Kate Cummins, Carol Davies, Stephen Dennis, Linda Dickinson, Angela DiPaola, Kaye Feevstra, Susan Findlay, Sonia Gilderdale, Judy Grikepelis, Kim Harley, Robyn Heins, Cheryl Heskett, Bernadette Hogan, Mary Hooper, Fawzia Isaac, Patricia Jankus, Eveylin Jepson, Hester Joyce, Kathy Keane, Chris Kearney, Joan Learmont, Anne Lombard, David John Lovatt, Mary Ann Lovatt, Milena Maranville, Lorraine Mattison, Diana McCormick, Elizabeth McCrohan, Jennifer McKinnis, Janina McPherson, Phillippa Merchant, Robin Miller, David Mills, Verna Millis, Catherine Pearson, Rosemary Polya, Kevin Portch, Thomas Porter, Terry Prior, Jan Ramp, Elaine Rees, Janet Ringrose, Willem Roodenburg, Moira Schultze, Russell Scoular, Patricia Stierna, Karen Virtue, Anne Wallace, Dorothy June Watson, Dianne Williamson, Fiona Wilson, Tatiana Zolnowski

Apologies: Cr Peter Castaldo, Mimo Cozzolino, Linda Dickinson, Cr Mark Di Pasquale, Cr Rick Garotti, Linda Grigg, Judy Grikepelis, Sue Lee, Elizabeth McCrohan, Cr Fiona Mitsinikos, Rosemary Nutall, Jo Towler, Anne Wallace

1. Welcome by Chairperson

President Judith Craze gave a very warm welcome to those members attending the 38th Annual General Meeting (AGM) of U3A Banyule Incorporated via Zoom and the group gathered at ILCH. The AGM was conducted using Zoom technology which is permissible under the U3A constitution and fulfilled all requirements for an Incorporated Association.

Judith handed over to Vice President Janet Ringrose, who acknowledged the traditional custodians of the land, the Wurundjeri woi-wurrung people of the Kulin nation and paid her respects to their Elders – past, present and those emerging and also acknowledged their continued connection to land, water and

the community. She also extended that respect to all Aboriginal and Torres Strait Islander peoples attending the meeting.

It was confirmed that 71 members attended online, 12 were gathered at ILCH and approx. 60 Proxy forms were received which was more than sufficient numbers to proceed with the meeting as the required number was 40.

Judith welcomed invited guests Cr Alison Campion and other Councillors of Banyule City Council that attended and thanked those Councillors and U3A members that were unable to attend but sent their apologies. She appreciated the Councillors showing interest by attending the meeting and for their support for older adults living an active, socially connected & healthy life in the Banyule community. We are fortunate to have a council with vision.

Joan Learmont and Valerie McPhee were appointed as scrutineers for the proxy voting, and Michael Maguire appointed as scrutineer for the online voting.

2. Confirmation of Minutes of the previous Annual General Meeting

Minutes of the AGM held on 21st September 2023 were posted online for members to read.

Motion: That the minutes of the U3A Banyule AGM of Thursday, 21 September, 2023 be confirmed.

Moved by: Inge Kearney

Seconded by: Margaret Jack

Motion Carried

3. Annual Report 2023/2024 presented by Judith Craze, President.

Judith advised that a full version of the Annual Report was posted on the U3A Banyule website, and presented some slides showing highlights and photos of the past year to the meeting. The full report is as follows:

In 2023, our membership rose to just over 900 members and this year, we are currently at 841 (179 males, 662 females) and still recruiting. As we do not advertise the work of U3A Banyule, clearly word of mouth has continued and is a positive affirmation of what we offer. Of course, as an organisation of volunteers, it is a great undertaking and a great responsibility. However, it is a testament to the work we undertake that within our community we are known for our purpose, our integrity and our capacity to deliver as best we can for our members.

The Committee of Management carefully monitors trends in order to meet increased demands and to examine best possible practice. After much consultation with members, the Strategic Plan 2022-24 has charted the directions of our organization over the past three years and so this year, we are coming to the conclusion of this plan. The Governance Sub Committee, led by Milena Maranville and well supported by Dianne Williamson, has been a tour de force in monitoring our achievements against the goals of the Strategic Plan and we have exceeded what we set out to do. Particularly, during this past year there has been a sharp focus on review and renewal. A fuller report will be made at the AGM. Many members have contributed to these achievements that have strengthened U3A Banyule and we are very grateful. The challenge is that later this year will see the development of a new Strategic Plan 2025-27 which will be presented and voted on at the next AGM in 2025.

Towards this, we are already collecting data to inform pathways going forward from 2025. The recent Satisfaction Survey has given a useful snapshot. Of the 268 respondents, 95% were in the Satisfied / Very Satisfied category. While this is very heartening, a dynamic organization is about continual improvement and to this end, the survey asked our members for responses on the satisfaction level re classes, volunteering and technical needs of our members. We have carefully examined the responses. This is one source of data we will draw on and along with some focus groups of members, we will arrive at a

Strategic Plan to steer the directions for the next three years.

For Financial management, we are greatly indebted to the work of our Treasurer Steve Dennis who took over from Kevin Whiting at the beginning of this year. Along with organizing an independent audit, Steve has carefully managed our finances throughout this year. Given the increasing costs of hiring CMR1 & 2 spaces at ILCH and the other 15 venues that we use for classes and events, we expected that it would be necessary to raise membership fees for 2025. However, an unexpected bequest from the estate of Edna Bird, has meant that we are in a position to hold membership fees at status quo for the year. The CoM has voted that fees will remain the same as this year and we are sure our members will endorse this at the AGM.

Over this year, our program has grown from 64 classes in 2023 to 70 in 2024, along with many outings, social events and our extensive lecture program. It is a delight to report that a number of people have unexpectedly offered to take classes and so this has enhanced what we offer and we actually have 15 new courses. How good is that? Our 60 tutors and 8 speaker facilitators are managing waitlists very effectively and backfilling as soon as vacancies arise. To our tutors, lecturers, speaker facilitators and presenters, please know we greatly value your knowledge, commitment and energy. You are our heroes. Our Course Coordinator Sharon Karasmanis does an amazing job, supported by Marg Fievez in her role as Lecture Coordinator and Tania Rostan, our Course Information Manager & Venues Coordinator. What an amazing team!

We greatly value CMR1 & CMR2 at ILCH, our central hub. Without this, we cannot offer our broad program for 55+ adults. Because our program is so broad, we hire 15 other spaces for classes. I wish to thank Tania Rostan for her careful management of hiring all the spaces, long and short-term, to manage the growing needs of our huge program. It was pleasing to work with Janice Kelly over this year to negotiate a longer contract with Yarra Plenty Regional Library and Banyule City Council, ensuring the continuity of ILCH as our central hub. This was ratified by our Committee of Management earlier this year and will need further negotiation in 2025. As partners with YPRL, we take our role seriously, promoting library membership and events and it is important for U3A Banyule and YPRL to work together for mutual benefit.

This past year has been a year of review and renewal. A highlight in 2023 was the review and refurbishment of the website which was undertaken with a grant from BCC. A thorough review and then a complete rewrite and re design has resulted in a fresh and easily accessible resource site for members and potential members. It was a great team effort from Mary Wilson, Penny Braybrook, Heather Stephens, Barb Sekules and myself.

Dianne Williamson and I reviewed our very aging constitution against the requirements of being an incorporated body and it is pleasing to see that we are compliant. After a review of our online booking and a trial of Trybooking, this far more efficient booking system was introduced at the start of this year. Thanks to Heather Stephens and Kevin Whiting for their work in initiating this implementation. Heather Stephens and Milena Maranville, along with Office Manager Inge Kearney, undertook to review all office operations and office materials with the purpose of creating greater clarity for office volunteers and improving communications. This has been a mountain of work as every form and document has been reviewed. Reference manuals along with training days have been so valuable in giving our OV's (Office Volunteers) much needed support to enhance the work of the office. Margaret Jack arranged for new lanyards and undertook policy review re incident reporting. All this has been such valuable work as our OVs are our front line and need every bit of support we can give. A big thank you to Heather, Milena, Inge and Margaret.

Heather has also effectively managed our 'MyU3A system and associated processes.

Our relationship with Banyule City Council (BCC) is of key importance. We have raised our profile with BCC and members have been key participants in informing the BCC Age Friendly community initiatives. I thank those members who attended many consultative meetings and forums or took time to fill in

surveys, over this past year. Given that we are the biggest organization servicing older adult learning and social needs, it is important to have a voice. It is about improving the lives of older adults in our community for which BCC and U3A Banyule share a strong commitment.

Recently, I spoke at a council meeting to endorse the Ageing Well in Banyule Framework document, particularly focussing on the integrity of the process of consultation towards achieving this valuable planning framework. Many of our members have participated in consultations, surveys and in the continuing meetings to generate this document. I thank Dianne Williamson for her commitment and representation throughout. Over this past year, we have met with the Mayor, Deputy Mayor and other councillors to give them a greater understanding of our needs and the demands on our organization. It is greatly valued that our council is keen to support our work where it can. We are grateful for two grants which enabled:- 1. the review and redevelopment of the U3A Banyule website, and 2. the purchase of craft supplies to be used during the successful Seniors Month activity run by our knitting group. Our Creative Knitters have been able to use excess materials for their work in producing items for the Craft Sale this month; the proceeds generated will in turn go to the BCC Community Fund designed to help those in need locally.

While our organization is invested in giving a broad range of learning opportunities for members, social opportunities are integral to what we do. 2024 began with an exciting Spanish Night: an exotic festival of all things Espanol. Joan Learmont's Lingering Lunches over this past year have provided delightful dining destinations and a chance to meet other members over a shared lunch. Elaine Rees through her excursions has offered members the chance to see interesting places previously not on their radar. Elaine is retiring from this position and I wish to thank her for her all her wonderful work in finding interesting destinations for our members to explore. A superb job Elaine! The Annual Lunch featuring the Vice President of the Heidelberg Theatre Company, Wendy Drowley, and the Annual Forum in 2023, which focussed on Cyber Security with John Lombard and Dr Geetika Verma from RMIT, were well patronised events. It is always exciting to get the perspectives from those at the forefront of what they do. Over this year, Joan Learmont has orchestrated afternoon teas following Public Lectures and other events to bring people together. There is no doubt they are very much appreciated. Last year the Great Afternoon Tea for Ovarian Cancer Research last year raised \$1507 and the afternoon tea on 6th May this year, raised \$1500 for the Banyule Community Fund. Those who came to support these two events, not only enjoyed their afternoons but knew how important it is to support those who are making a difference in our broader community. Bravo Joan and the teams who have worked with you towards making those special occasions so successful. We thank all those unsung heroes who volunteer to bring us these occasions to enjoy each other's company. From me, but also from all of our members, a huge vote of thanks. To Liz Ward and our Newsletter Team, thank you for giving us a term-by-term round up of all the amazing highlights of each term. It is great for all of us to have a chance to sit back and reflect on how U3A Banyule has enriched us.

Last year, the Awards Committee under the leadership of Sue Beshara initiated a special afternoon tea at the Ivanhoe Bowls Club to thank all of our volunteers and also make it a special occasion for our Awards Recipients. It was special to be able to say Thank You to so many who contribute, no matter how big or small. We did not have everyone there but we had close to ninety people. What a fabulous opportunity to say thanks; we appreciate your contribution. We combined this Thank You afternoon with our U3A Banyule Awards for Volunteers. This was a special occasion to recognize those who have made outstanding contributions towards making U3A Banyule such a dynamic place.

Earlier this month, It was a pleasure to attend the Jaga Jaga Awards to see our nominees Joan Learmont, Heather Stephens and Dianne Williamson receive much deserved community recognition for their contributions, not only to U3A Banyule but to the greater community. We were delighted to learn of awards to members Karlene Lang and Peter Gurney for their contributions to community. Dianne, Joan, Heather, Karlene and Peter, we are proud of you and we thank you for your volunteering work. Last year the Awards Committee led by Sue Beshara created a special afternoon to give all volunteers recognition for their assistance over the year as well as awards for people who had made significant contributions. It was a very uplifting celebration and we are planning another one this year when all significant awards

will be announced.

I was first elected as President in August 2022 and it has been such a privilege to lead U3A Banyule. Many others have made me look good. This is an amazing organization as it relies completely on volunteers; people stepping up in terms of time, energy, creativity and active problem-solving. I would like to thank all of you who do so, no matter how great or small your input. A big thank you goes to my immediate colleagues for their support, expertise and commitment- Vice President Janet Ringrose, Secretary Margaret Jack, and Treasurer Steve Dennis. Our Committee of Management -- Jan Brown, Steve Dennis, Margaret Jack, Sharon Karasmanis, Inge Kearney, Milena Maranville, Janet Ringrose, Willem Roodenburg, Tania Rostan, Heather Stephens and Dianne Williamson -- does a wonderful job to steer this organization so thoughtfully and thoroughly in terms of vision, time and energy. Someone who does a mighty job as Committee of Management Minutes Secretary is Noni Crowther! I wish to acknowledge the work of Willem Roodenburg who will step down as Technical Manager shortly - heartfelt thanks, Willem. As well as our CoM, we have 13 members who act in 'Support Roles' overseeing so many diverse aspects of U3A Banyule. They are often our quiet achievers but their contribution is vital and valued. To you all, I would like to express my sincere thanks on behalf of our members and for the support you have given me personally.

U3A Banyule is only as strong as those who volunteer. The efforts of all our volunteers, no matter how big or small (and I keep making that point) make such an amazing difference. I thank all of our volunteers most sincerely. I also wish to thank our members for your goodwill, participation and support.

*Judith Craze
President U3A Banyule
4th May 2024*

4. Adoption of the 2023/2024 Annual Report

Motion: That the Annual Report for 2023 be adopted.

Moved by: Dianne Williamson Seconded by: Heather Stephens Motion Carried

5. Financial Report for 2023/2024

New Treasurer Steve Dennis thanked his predecessor Kevin Whiting for the excellent handover and good position of U3A's finances.

Last year U3A Banyule adopted a financial year ending on 31 December rather than one ending on 30 June, this was changed to better align the financial reporting with the operating cycle. This year's financial report covers the 6 month period from 1 July to 31 December 2023 being the bridging period between last year's financial report and the new reporting period of January to December.

Colville Williams and Co, an accounting firm in Lower Plenty was engaged to prepare the financial report for the year ending 31 December 2023, and in March 2024 the Committee of Management resolved that the report presented was a true and fair view of the financial position of U3A Banyule as at 31 December 2023. The report was posted on the U3A Banyule website.

Steve presented several slides showing the financial position and summaries of income & expenditure. Total member funds as at 31 December 2023 stood at \$186,968 compared to \$173,514 as at 30 June 2023, and recorded a \$13k surplus.

6. Acceptance of the Financial Report for 2023

Motion: That we accept as true and accurate the U3A Banyule 2023-2024 financial report as presented.

Moved by: Steve Dennis

Seconded by: Milena Maranville

Motion Carried

7. Membership Fees 2025

Given the strength of U3A Banyule's financial position the Committee recommended no increase to membership subscriptions for 2025 with the expected growth in costs to be met from interest earned on invested funds together with the use of donations received from bequests, if necessary.

Membership Type	Period	Fee
Ordinary Membership	Full Year	\$55
Associate Membership	Full Year	\$45
Ordinary Membership	Second Half	\$45
Associate Membership	Second Half	\$45

8. Approval of Membership Fees 2025

Motion: That the Annual Subscription fee for 2025 be set at \$55 for Full members and \$45 for Associate members.

Moved: Steve Dennis

Seconded by: Judith Craze

Motion Carried

Motion: That the half year subscription fee for 2025 be set at \$45 for both Full and Associate members.

Moved: Steve Dennis

Seconded by: Noni Crowther

Motion Carried

Judith thanked Steve for astutely managing the U3A finances since taking over as Treasurer, stating that he is doing a great job and members will be thrilled that fees are not increasing next year.

9. Approval of the number of Members on the Committee of Management

Motion: That the U3A Banyule Committee of Management for 2024/2025 consist of a total of 13 members.

Moved by: Sharon Karasmanis

Seconded by: Janet Ringrose

Motion Carried

10. Committee of Management

Judith thanked every member of the committee of management and the support role members for their work, stating that she could not have managed in her role as President without each and every one of them, and for their thought, energy & vision they have contributed to U3A Banyule. She greatly values the personal support given to her during a very big year. These people are often unseen but are U3A champions.

Judith declared all Committee of Management positions vacant and handed over to Milena Maranville, Convenor of the Governance sub-committee.

11. Election of Office Bearers for 2024/2025

Milena advised that nominations were sought for each of the Office Bearer positions of President, Vice President, Treasurer and Secretary.

The Secretary received all nominations for those positions by the specified closing date for nominations and in accordance with the rules of the Constitution. Each office bearer position is held from the AGM in 2024 until the AGM in 2025.

One nomination was received for the position of President, the person nominated was Judith Craze. As there was no other nomination, Milena declared that Judith Craze was duly elected, congratulated and thanked her for taking on the mammoth role for another year.

One nomination was received for each of the following Office Bearer positions:

Position	Nominee
Vice President	Janet Ringrose
Treasurer	Steve Dennis
Secretary	Margaret Jack

As there were no other nominations for Office Bearer positions, these members were declared elected. Milena thanked them for their service and wished them well in their roles.

Milena passed the meeting back to Judith who said it had been an honour and a privilege to undertake the role of U3A Banyule President, and is sure the year ahead will be another year of happy challenges for U3A Banyule, such as the new strategic plan. She is confident that the calibre of the U3A members will ensure positive outcomes striving to meet the needs of all members.

Judith congratulated Janet, Steve and Margaret, thanked them for their previous work and wished them a highly successful and stress free term of office.

12. Election of Ordinary Committee Members 2024/2025

Judith advised of the following nominations for ordinary committee members for 2024/2025

Position	Nominee
Course & Tutor Coordinator	Sharon Karasmanis
Course Information Officer & Venue Coordinator	Tania Rostan
My U3A Administrator, Try Booking & Office Team	Heather Stephens
U3A Network Victoria Delegate	Dianne Williamson
Office Manager	Inge Kearney
Governance Sub Committee Convenor, Volunteer Coordinator & Office Team	Milena Maranville
Privacy & Data Security Officer	Vacant
Technology Coordinator	Vacant
General Committee & Tutor	Jan Brown
General Committee & Tutor	John Jones-Parry

13. Appointment of Support Roles 2024/2025

There are members who take on vital "Support Roles" and their positions are approved by the Committee of Management. Judith acknowledged their efforts.

Position	Nominee
Awards Sub Committee Convenor	Sue Beshara
Website Manager	Penny Braybrook
Minute Secretary for CoM	Noni Crowther

Lecture Coordinator	Marg Fievez
Membership Manager	Pat Gutierrez
Ivanhoe Library & Community Hub (ILCH) & Banyule Council Liaison	Janice Kelly
Photo Archivist & Technical Support	Michael Maguire
Community Liaison Officer	Milena Maranville
BCC Seniors Network representatives	Maxine Marks & Milena Maranville
Occupational Health & Safety Officer	Allan Marks
Publicity Officer & Newsletter Team	Barb Sekules
Newsletter Coordinator	Liz Ward & team
BCC Age Friendly Advisory Committee & Age Champion	Dianne Williamson
New Member Support	Jennifer Willis
Catering Organiser	Fiona Wilson
Special Projects & Membership Sub Committee	Mary Wilson

There are 35 people who undertake significant roles to ensure U3A Banyule is a professionally run volunteer organization.

14. Retiring Committee Members

Judith acknowledged and thanked Willem Roodenburg for his good grace and support as Technology coordinator for the last one and a half years. Also, Joan Learmont was thanked as she retires as Social Coordinator, she has been vital in arranging many social events for U3A and her replacements have big shoes to fill.

15. Awards

Another Tutor thank you and awards celebration will be held in November to honour U3A's tutors and award recipients for 2024. Judith congratulated recipients of the recent Jaga Jaga Awards – Peter Gurney, Karlene Lang, Joan Learmont, Heather Stephens and Dianne Williamson.

Judith gave a big thank you to all U3A Banyule members, saying that whether you've met on Zoom or in person, your loyalty and support is greatly valued. She loves it when members touch base with her even if they haven't previously met. She thanked the special guests from Banyule City Council for attending, their interest and support is valued very much.

Coming up Event – Annual Lunch on 26th June at St George's Restaurant where the guest speaker is Kate McBryde from the Victorian Police Forensic Unit, Macleod. See details on Trybooking.

Judith concluded the AGM by saying what a privilege it was to report on the many highlights and successes of U3A Banyule, the future is very optimistic. There is a strong Committee of Management and the Support team contribute to the smooth running of the organization. She thanked all the tutors, lecture coordinators & those who present the lectures. Everyone who volunteers their time makes U3A Banyule a strong organization, and for this reason are getting recognition in the community. Judith thanked members for attending the meeting, either via Zoom or at ILCH, and those who sent in proxy forms.

Webinar concluded at 4.58pm.