



MiVAC – ABN: 85161331497

MINUTES OF THE 2025 Annual General Meeting (AGM)
25 October 2025

VENUE AND TIME

- a. VENUE: Held at 7 Hipwood St, Qld, and
Via electronic media (Zoom)
- b. Date: Saturday 25 October 2025
- c. Meeting Opening Time: 2:00 pm (Brisbane time)

1. WELCOME:

The Chairman, Brian Boon, welcomed attendees and gave a short opening address in which he briefly related the current status of water supply works in Timor-Leste (T-L).

2. ATTENDANCE/APOLOGIES:

Notice for the AGM was emailed to all current members on 17 September 2025.

Attendees:

In person: Brian Boon (Chairman),

Via Zoom: Lee Uebergang (Membership Coordinator) and Morrie Evans (Treasurer)

Via mobile phone: Nil

Proxies received:

Peter Perry in favour of Brian Boon

Frankie Plummer in favour of Brian Boon

Brett Clark in favour of Brian Boon

Lyn Clark in favour of Brian Boon

Apologies received:

Lyn Clark (Secretary)

There being three members present in person and by electronic means, and with four proxies, the Chairman declared that a quorum was present. (Our Constitution requires a minimum of four.)

Moved: Brian Boon

Seconded: Morrie Evans

CARRIED

3. MINUTES OF PREVIOUS MEETING (of 5 Oct 24):

The Chairman noted the Minutes of the 2024 AGM. There was no discussion. Motion to accept minutes as an accurate record of meeting.

Moved: Brian Boon

Seconded: Lee Uebergang

CARRIED

Brian Boon offered and was accepted to record the Minutes for this AGM.

4. **CONFLICTS OF INTEREST:** Nil declared by all attendees.

5. **CHAIRMAN'S REPORT:**

Brian delivered his report – attached. Motion to move Chairman's Report be accepted.

Moved: Brian Boon

Seconded: Lee Uebergang

CARRIED

6. **SECRETARY'S REPORT:**

Brian delivered Secretary's Report on her behalf – attached. Motion to accept the Secretary's Report.

Moved: Lee Uebergang

Seconded: Brian Boon

CARRIED

7. **TREASURER'S REPORT:**

Morrie delivered his report. Overall, MiVAC position has shown a surplus of \$565.06 for the Financial Year due mainly to the interest received on the Term Deposit.

MiVAC's total current assets as at 30 Jun 25 are listed as:

Westpac trading account	\$16,171.51
Westpac Term deposit	\$30,861.86
Held by GDG (J1014N)	<u>\$4,642.42</u>
TOTAL:	\$51,675.79

The Chairman thanked Morrie for his detailed report. Motion to accept the Treasurer's report.

Moved: Morrie Evans

Seconded: Lee Uebergang

CARRIED

8. **PROJECT OFFICER'S REPORT:**

Brian advised that the Project Officer's Report was also covered in the Chairman's Report. Motion to accept the Project Officer's report as part of the Chairman's Report.

Moved: Brian Boon

Seconded: Morrie Evans

CARRIED

9. **MEMBERSHIP COORDINATOR'S REPORT:**

Lee provided his report which is attached. It shows a small decline in memberships to 60 from 71 last year. Motion to accept the Membership Coordinator's Report.

Moved: Lee Uebergang

Seconded: Morrie Evans

CARRIED

10. **VOLUNTEER COORDINATOR'S REPORT:**

Brian presented Wayne Walker's his report on his behalf. There were no significant items to report. Motion to note the report.

Moved: Brian Boon Seconded: Lee Uebergang CARRIED

11. **RENUMERATION OF DIRECTORS DECLARATION:**

The Treasurer advised that no Board or Committee members were paid any remuneration, apart from reimbursements of costs or a contribution towards living costs while working on projects overseas. Treasurer moved that this be recorded.

Moved: Morrie Evans Seconded: Lee Uebergang CARRIED

12. **AUDIT:**

MiVAC Constitution states:

ARTICLE 23 AUDIT

A properly qualified Auditor or Auditors shall be appointed and his or their duties regulated in accordance with the Corporations Law.

Now that MiVAC keeps a detailed cash book, and with such a small turnover, it is considered unnecessary to have the financial books formally audited. Motion proposes that MiVAC statements of account for the financial year ending 30 of June 2025 **not** be audited.

Moved: Brian Boon Seconded: Lee Uebergang CARRIED

13. **ELECTION OF RETURNING OFFICER:**

As there was likely to be only one nomination for each of the Board and the Committee positions, the Chairman moved that a Returning Officer was not required.

Moved: Brian Boon Seconded: Lee Uebergang CARRIED

14. **ELECTION OF DIRECTORS:**

All current Board members resigned.

The Chairman thank them for their assistance and input through the year.

Nominations from the floor:

- Chairman: Brian Boon – nominated by Lee Uebergang; seconded by Morrie Evans
- Secretary: Lyn Clark – nominated by Lee Uebergang; seconded by Brian Boon
- Treasurer: Morrie Evans – nominated by Morrie Evans; seconded by Brian Boon
- Director: Lee Uebergang – nominated by Lee Uebergang; seconded by Morrie Evans

All nominees accepted their nominations.

Rob Woolley was re-elected to remain on the Committee to assist as required.

There being no further nominations, the Chairman, Secretary, Treasurer and Director were confirmed and were so moved by Brian Boon.

Moved: Brian Boon

Seconded: Lee Uebergang

CARRIED

15. **CLOSURE OF AGM:**

There being no prior Notice of Any Other Business, the Chairman closed the meeting at 2:09pm.

A handwritten signature in black ink, appearing to read 'BMB', followed by a long horizontal flourish line.

Brian Boon, MCS
Chairman and Minute Taker