

## Minutes for the RSL Queensland 2024 Annual General Meeting

9:30am, Saturday 22 June 2024

Royal International Convention Centre, Brisbane

### 1.1 AGM Commencement

The MC introduced the State President and Chairman, who welcomed the attendees, recited the Ode, and led the Pledge of Allegiance.

The Company Secretary declared the 2024 Annual General Meeting for the Returned & Services League of Australia (Queensland Branch) (**RSL Queensland**) open in accordance with the Notice of Meeting distributed on 22 March 2024 and Clause 6.1 of the RSL Queensland Constitution.

Attendees were informed that the meeting was being recorded by a videographer commissioned by RSL Queensland. It was noted that this would be the only recording of the meeting, which would be posted on the RSL Queensland website afterward.

### 2. Roll Call

#### 2 (a) Roll Call – RSL Queensland Directors

Stephen Day DSC AM	Tony Orchard
Wendy Taylor	Nicholas Gould
Bill Whitburn OAM	Christopher Hamilton
Garry Player	Ashley Naughton
Fiona Southwood	

#### 2 (b) Roll Call - State Council of District Presidents

Grendell Anthony, Sunshine Coast and Regional District	Garry Player, North Queensland District
Pat Fairon, Gold Coast District	Dennis Pollard, Western District
Kerry Gallagher AM, South Eastern District	Paul Rogers, Moreton District
Phillip Luzzi, Central Queensland District	Neville Tarry, Wide Bay and Burnett District
Mark Orreal, Brisbane North District	Kenneth Willoughby, Far Northern District

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<sup>1</sup> Note the numbering of items in the minutes corresponds to the sequence in which they were presented to the meeting, and not the numbering detailed in the 2024 State Congress Documentation.

## 2 (c) Roll Call – District and Sub Branches

Agnes Water / 1770	Gold Coast District	Nerang
Airlie Beach-Whitsunday	Goodna	North Gold Coast
Allora	Goondiwindi	North Queensland District
Ashgrove-Bardon	Gordonvale	Nundah-Northgate
Atherton	Gracemere and District	Oakey
Babinda	Grantham-Ma Ma Creek	Pine Rivers
Banyo	Greater Springfield	Pittsworth
Barcaldine	Greenbank	Proserpine
Beachmere	Gympie	Proston
Beaudesert	Harlaxton	Rainbow Beach
Beenleigh and District	Helidon	Ravenshoe
Beerwah and District	Herbert River	Redbank
Bell	Herberton	Redbank Plains
Biloela	Hervey Bay	Redcliffe
Blackall	Highfields	Redlands
Blackbutt	Holland Park-Mt Gravatt	Rockhampton
Boonah	Home Hill	Rollingstone
Bowen	Howard District	Roma
Boyne-Tannum	Hughenden	Rosewood
Bray Park-Strathpine	Innisfail	Runaway Bay
Bribie Island	Ipswich	Salisbury
Brisbane North District	Ipswich Railway	Samford
Bulimba District	Isis	Sandgate
Bundaberg	Jimboomba	Sherwood-Indooroopilly
Burleigh Heads	Julia Creek	South Eastern District
Caboolture-Morayfield and District	Kawana Waters	Southport
Cairns	Kedron-Wavell	Springwood Tri-Service
Cairns and District Ex-Servicewomen	Kenmore / Moggill	St George
Calliope	Kilcoy	St Helens
Caloundra	Kingaroy/ Mererambi	Stanthorpe
Canungra	Kuranda	Stephens
Cardwell	Kuttabul	Sunnybank
Centenary Suburbs	Laidley	Sunshine Coast and Regional District
Central Queensland District	Logan Village	Surat
	Longreach	Surfers Paradise
	Lowood	



Chinchilla	Mackay	Tamborine Mountain
City-New Farm	Macleay Island	Tewantin / Noosa
Clayfield-Toombul	Magnetic Island	The Gap
Clermont	Malanda	Thuringowa
Clifton	Maleny	Tiaro
Cooktown	Manly-Lota	Tin Can Bay
Coolum-Peregian	Mapleton	Toogoom and District
Cooroy-Pomona	Mareeba	Toowong
Coorparoo and Districts	Marian	Townsville
Crows Nest	Maroochydore	Tramways
Cunnamulla	Mary Valley	Tully
Currumbin / Palm Beach	Meandarra/ Glenmorgan	Tweed Heads and
Deception Bay	Miles	Coolangatta
Defence Service Nurses	Mirani	Walkerston-Pleystowe
Djuan and District	Mitchell	Wallangarra
Edge Hill / Cairns West	Monto	Warwick
Emerald	Moreton District	Weipa
Emu Park	Mossman	Western District
Farleigh and Northern Beaches	Mount Isa	Wide Bay and Burnett District
Far Northern District	Mount Molloy	Wondai
Forrest Lake and Districts	Mount Morgan	Woodford
Gatton	Mount Perry	Woodgate
Gayndah	Moura	Wowan
Gaythorne	Mudgeeraba-Robina	Wynnum
Geebung Zillmere Bald Hills	Mudjimba	Yandina-Eumundi
Aspley	Murgon	Yarrabah
Gemfields	Nambour	Yarraman
Gin Gin		Yeronga-Dutton Park
Gladstone		
Glasshouse Country		

**The Company Secretary declared that the total number of District and Sub-Branch delegates present and entitled to vote was 187.**

## 2 (d) Executives in Attendance

Robert Skoda, Chief Executive Officer

Tracey Bishop, Executive General Manager Commercial and Investments

Leigh Goldsmith, Executive General Manager, People and Organisational Performance

Kerri Ryan, Executive General Manager, Corporate Services  
Nikki Amie-Fong, Interim Chief Information Officer  
Hayley Stephens, Company Secretary

## Apologies

Troy Watson, Deputy Chief Executive Officer Veteran Services

### 3. Apologies – Sub Branch

The following Sub Branches were registered as Apologies:

Bayside South	Hellenic	National Servicemen's
Charters Towers	Kalbar	Orchid Beach / Fraser Island
Darra & District	Kenilworth	Russell Island
Dayboro	Kooralbyn Valley	Seaforth
RSL Defence Servicewomen's	Maryborough	Tara
Edmonton	Mount Larcom	Toogoolawah
Esk	Mundubbera	Toowoomba
Finch Hatton	Nanango	Winton
Goombungee		

**Motion: That the apologies be accepted.**

**Moved:** Maleny

**Seconded:** Far Northern District

**Carried:** (Voting by show of hands)

### 4 AGM protocols and electronic voting

The Company Secretary provided contextual commentary on the AGM's proceedings, as outlined in the State Congress documentation, to ensure the meeting ran smoothly. The importance of applying appropriate levels of care and diligence in considering motions was highlighted. The enforcement of the Constitution and By-Laws was strictly noted, with no motions from the floor allowed from any Sub-Branch or District Branch, although amendments could be moved.

Protocols regarding motions and amendments were explained, including the procedure for members to address the meeting to raise questions or provide commentary.

It was indicated that the Chair of the AGM would call for a poll for each agenda item, with

each vote conducted using the Lumi electronic voting platform. The use of the Lumi voting system was explained in detail. The voting process involved selecting options by pressing the corresponding number on the device, with votes being tallied and monitored by the scrutineer and returning officer to ensure accuracy. The confidentiality of votes was emphasised. It was noted that abstaining from a vote required actively choosing the abstain option, as abstentions did not reduce the number of eligible votes and were effectively counted as no votes.

To familiarise delegates with the voting devices, three test votes were conducted.

The Company Secretary then welcomed State President Stephen Day DSC AM to the Chair.

## 5. Appointment of Returning Officers and Scrutineers

The meeting was advised that it was proposed that a representative and staff of RSL Queensland's independent Auditor, PricewaterhouseCoopers (PwC) would act as the Returning Officer and scrutineers for the meeting.

### **Motion:**

**That a representative of the independent auditor for the Returned & Services League of Australia (Queensland Branch), Darren Jenns PricewaterhouseCoopers (PwC) be appointed as the Returning Officer and staff of PwC be appointed as Scrutineers for the 2024 Annual General Meeting.**

**Moved:** RSL Queensland Board

**Seconded:** North Queensland District

*Votes received: 187.*

*Poll results:*

*For: 183 (97.9%)*

*Against: 3 (1.6%)*

*Abstain: 1 (0.5%)*

**Carried**

## 6. Acceptance of the minutes of the 2023 AGM

The meeting was informed that, in accordance with the Constitution, the draft minutes of the 2023 Annual General Meeting had been distributed electronically via districts, six weeks after the 2023 AGM and made available on the RSL Queensland website.

**Motion:**

**That the draft minutes of the 2023 Annual General Meeting be accepted as a true and accurate record of that meeting.**

**Moved:** RSL Queensland Board

**Seconded:** Cairns

*Votes received: 187.*

*Poll results:*

*For: 175 (94%)*

*Against: 0 (0%)*

*Abstain: 12 (6%)*

**Carried**

## 7. **Presentation and adoption of the State President (Chair of RSL Queensland Board) 2023 Annual Report**

The meeting was advised that Annual Report of the State President (Chair) of RSL Queensland had been provided to members electronically and had been available on the RSL Queensland website since 24 May 2023.

The Annual Report was taken as read.

**Motion:**

**That the Annual Report of the State President (Chair) of the Returned & Services League of Australia (Queensland Branch) for 2023 be adopted.**

**Moved:** RSL Queensland Board

**Seconded:** Redbank Sub Branch

*Votes received: 187.*

*Poll results:*

*For: 184 (98%)*

*Against: 1 (1%)*

*Abstain: 2 (1%)*

**Carried**

## 8. Receiving the Auditor's Report on the Financial Affairs for RSL Queensland for the year ending 31 December 2023

The Chair confirmed that the Auditor's Report had been provided to members within the State Congress Documentation.

The Auditor's Report was taken as read.

Attendees were given the opportunity to ask questions of Darren Jenns, a representative of PwC and the independent auditor, who was in attendance, regarding the audit process, and no questions were received.

### **Motion:**

**That the Auditor's Report on the Financial Affairs of the Returned & Services League of Australia (Queensland Branch) for the year ending 31 December 2023 be received.**

**Moved:** RSL Queensland Board

**Seconded:** North Gold Coast Sub Branch

*Votes received: 187.*

*Poll results:*

*For: 186 (99%)*

*Against: 0 (0%)*

*Abstain: 1 (1%)*

**Carried**

## 9. Presentation of the Audited Financial Statements for the year ending 31 December 2023

The Chair confirmed that the audited Financial Statements had been provided to members in the State Congress Documentation and were taken as read.

Attendees were provided the opportunity to ask questions of Kerri Ryan, RSL Queensland Executive General Manager, Corporate Services, and the Chief Executive Officer regarding the audited Financial Statements and no questions were raised.

### **Motion:**

**That the Audited Financial Statements of the Returned & Services League of Australia (Queensland Branch) for the year ending 31 December 2023 be adopted.**

**Moved:** RSL Queensland Board

**Seconded:** Gayndah

*Votes received: 187.*

*Poll results:*

*For: 187 (100%)*

*Against: 0 (0%)*

*Abstain: 0 (0%)*

**Carried**

## 10. Appointment of Auditor

**Motion:**

**That PricewaterhouseCoopers be appointed as External Auditor for the Returned & Services League of Australia (Queensland Branch) Group, comprising RSL Queensland and its Related Bodies Corporate.**

**Moved:** RSL Queensland Board

**Seconded:** Ipswich

*Votes received: 187.*

*Poll results:*

*For: 177 (94.7%)*

*Against: 9 (4.8%)*

*Abstain: 1 (0.5%)*

**Carried**

## 11. Motions from State Branch, Districts and Sub-Branches

The Chair confirmed that there were two motions received from the Mudgeeraba-Robina RSL Sub Branch.

### 11(a) Motion 1 from Mudgeeraba-Robina RSL Sub Branch

The Chair read the motion contained in the State Congress Documentation, which was seconded by the Gold Coast District, and invited the Delegate from Mudgeeraba-Robina RSL Sub Branch to speak to the motion, noting the understanding that the Delegate would like to propose an amendment to the motion.



The Mudgeeraba-Robina Delegate provided commentary around the motion, in that it would allow volunteer advocate access to the Department of Veterans Affairs (**DVA**) Ex-Service Organisational portal, emphasising its role in facilitating the online lodgement of claims. They argued that this initiative would significantly enhance the service experience for the broader veteran community by accelerating the claim process and providing clarity on DVA-accepted and rejected conditions.

The North Gold Coast Delegate expressed support for the motion, indicating their belief in the benefits outlined.

The Chair put the amended motion to the meeting:

**Motion (as amended):**

**RSL Queensland are to investigate the ability *and if possible*, add all qualified RSL volunteer compensation advocates to the RSL Queensland's Provider Digital Access (PRODA) as a volunteer member of RSL Queensland's organisation, if requested by the advocate.**

**Moved:** RSL Queensland Board

**Seconded:** Far Northern District

A vote on the motion was called:

*Votes received: 187.*

*Poll results:*

*For: 182 (97%)*

*Against: 5 (3%)*

*Abstain: 0 (0%)*

**Carried**

## 11(b) Motion 2 from Mudgeeraba-Robina RSL Sub Branch

The Chair read the motion contained in the State Congress Documentation, which was seconded by Hervey Bay, and invited the Delegate from Mudgeeraba-Robina RSL Sub Branch to speak to the motion, noting the understanding that the Delegate would like to propose an amendment to the motion.

The Mudgeeraba-Robina Delegate provided commentary around the motion, emphasising the importance of reducing duplication in services provided to veterans, which was seen as crucial for streamlining support efforts and avoiding unnecessary overlap in assistance. This approach was viewed as not only improving operational efficiency but also enhancing the overall productivity of

veteran support services by minimising redundant efforts.

Additionally, it was highlighted that the motion aimed to achieve better wellbeing outcomes for veterans. They argued that by reducing duplication and increasing productivity, veterans would experience improved access to necessary services and support tailored to their needs, ultimately leading to enhanced overall wellbeing and satisfaction.

The Chair put the amended motion to the meeting:

**Motion (as amended):**

**RSL Queensland are to investigate the ability *and if possible*, provide restricted access to the Wellbeing/Welfare database for qualified RSL volunteer wellbeing advocates. The access is to confirm if a veteran has been assigned a paid wellbeing advocate and if so the contact details of the RSL Queensland advocate. There is to be no access to notes or history.**

**Moved:** RSL Queensland Board

**Seconded:** Tully

A vote on the motion was called:

*Votes received: 187.*

*Poll results:*

*For: 181 (97%)*

*Against: 6 (3%)*

*Abstain: 0 (0%)*

**Carried**

## 12. Ballot for the election of the State President

The Chair handed over the proceedings to Wendy Taylor, State Deputy President, in accordance with Clause 6.17 of the Constitution.

The Chair introduced the two nominees: Stephen Day DSC AM, and William (Bill) Withburn OAM, and the Company Secretary confirmed the validity of the nominations.

The Chair called a vote for the State President.

It was confirmed that all 187 votes had been received.

**Stephen Day was confirmed as the State President.**

Stephen Day was re-appointed as Chair for the meeting.

## 13. Destruction of Voting Information

The Chair called for a vote for the destruction of all voting information noting that, with the election results confirmed by the Returning Officer, all polling data would be deleted so that the data could no longer be retrieved or accessed.

**Motion:**

**That the form authorising the destruction of voting data be signed.**

**Moved:** RSL Queensland Board

**Seconded:** Atherton

*Votes received: 187.*

*Poll results:*

*For: 183 (97.9%)*

*Against: 2 (1.1%)*

*Abstain: 2 (1.1%)*

**Carried**

It was noted that the data would be deleted from the Lumi Technologies equipment at the end of the meeting, and the meeting will be advised that all voting data has been destroyed after representatives from both RSL Queensland and Lumi Technologies sign the document confirming the deletion.

## 14. Confirmation of Appointment of Directors to RSL Queensland

The Company Secretary spoke to the call for nominations for the two skills-based Director positions, which were uncontested. In accordance with the Constitution and By-Laws, the Company Secretary invited the Chair to make the declaration that the candidates were duly elected as Directors.

The Chair declared Nicholas Gould and Tony Orchard to be duly elected as Directors of RSL Queensland.

The Chair invited the members of the Board to the stage, and the Company Secretary confirmed the Directors of RSL Queensland.

State President / Chair: Stephen Day DSC AM

State Deputy President / Deputy Chair: Wendy Taylor

State Vice President / Vice Chair: Bill Whitburn OAM

Garry Player

Tony Orchard  
Nicholas Gould  
Christopher Hamilton  
Ashley Naughton  
Fiona Southwood

## 15. Meeting Closure

The Company Secretary advised the meeting that the Returning Officer had confirmed that all voting data had been destroyed.

The Chair declared the AGM closed at 11:09 am.

**Signed as a true and accurate record of the meeting.**

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**Stephen Day DSC AM, Chair**

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