



**Montmorency
Eltham RSL**



Empathy Tradition Integrity Mateship Transparency Compassion Respect

MINUTES OF THE ANNUAL GENERAL MEETING SATURDAY 16th MARCH 2024

Montmorency Eltham RSL Sub-Branch ABN - 23 521 968 577

Montmorency Eltham RSL Sub-Branch Patriotic Fund ABN – 76 157 919 362

Montmorency Eltham RSL Sub-Branch Incorporated - A0040538C

References

- A. RSL Victoria Branch By-Law 2 *Standing Orders for Meetings*
- B. RSL Victoria Branch By-Law 10A 21 *Meetings of a Sub-Branch*
- C. RSL Victoria Branch By-Law 10A 21A *Annual General Meeting*
- D. RSL Victoria State Rules 3.9 of 15 Jul 23 Rule 13.7 *Election of a Sub-Branch Committee*
- E. RSL Victoria Branch By-Law 19 (i) *Appointment of Auditor*

Pledge of allegiance

The President, as Chairman of the Annual General Meeting informed all of the following:

In accordance with Reference A, at the commencement of a Sub-Branch Annual General Meeting the League Pledge must be given by group recitation led by the Chairperson. There is a copy of this on your chair. I ask all to recite with me.

I, Glen Ferrarotto, do hereby swear allegiance to the Commonwealth of Australia and its people and do hereby subscribe to the Constitution of the Commonwealth of Australia and the Constitution of the Returned & Services League of Australia and of the Victorian Branch.

Opening

The Chairman welcomed and declared the meeting opened at 1105hrs.

Silent Tribute

The Chairman then asked all to stand and led the tribute:

Whilst we are honoured to be here today, we pause to remember those that made the ultimate sacrifice and those that have since passed, I wish to recognise the recent passing of Harold Hislop, a Vietnam Veteran and huge figure in the RSL particularly in the Welfare space.

The Chairman then led the ode and a moments silence.



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Roll Call

The Secretary advised Chairman that 32 Members are in attendance and the breakup has met quorum requirements detailed in Reference B.

A copy of the sign-in register is provided as Annex A to these Minutes.

Apologies

The Secretary advised Chairman the following apologies:

Graeme Munro, Ray Weekes, Peter Randle, Loretta Sayers, Matt Loughman

The Chairman then proposed the following Motion:

Motion - AGM 01/24: That the roll call and apologies be accepted.

Proposed: Glen Ferrarotto **Seconded:** Mick Ricks

Motion AGM 01/24 was carried.

Confirmation of the Previous AGM Minutes

The Chairman informed all that the Minutes of 2023 AGM have been distributed and asked if anyone had not seen them to have a look and directed people to copies. He stated we will pause for a few minutes to ensure everyone has had a chance to read them.

After a short break the Chairman proposed the following:

Motion - AGM 02/24: The Minutes of the AGM for 2022 held on 16 Mar 23 be accepted as presented and read and a true and accurate transcript of the meeting.

Proposed: Glen Ferrarotto **Seconded:** Jim Grondbach

Motion AGM 02/24 was carried.

Matters arising from the minutes/a review of action items.

The Chairman asked the meeting if anyone would like to raise an item from the presented previous minutes and there was nothing raised.



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Reports

The President's Report was presented.

The Annual General Meeting Report 2023 has been disseminated. The President's report is within it.

The Chairman highlighted the strong position the Sub-Branch is in and give an overview of the operations, he summarised his report and allowed time for all to read. The proposed the following motion.

Motion – AGM 03/24: The Members of the Sub-Branch accept the President's Report as presented as read and within the Annual Report.

Proposed: Glen Ferrarotto **Seconded:** Duncan Duke

Motion AGM 03/24 was carried.

The Treasurer's Report was presented.

The Treasurer informed all that the distributed Financials and Treasurer's report contained in the Annual Report as presented and gave all time to read.

He then asked if there were any questions or comments on the report.

Duncan Duke asked is the other accounts P&L could be provided, this was given by Michael.

The Treasurer proposed that the Treasurer's report be accepted.

Motion – AGM 04/24: The members of the Sub-Branch accept the Treasurer's report as presented.

Proposed: Mark Hookey **Seconded:** Bob Elworthy

Motion AGM 04/24 was carried.

The Chairmen then asked all to read the remainder of the 2023 Annual Report and paused to allow, after a few minutes he stated that these are the Sub-Branches sub-committees reports and are presented, he asked if anyone would like to ask a question about them. These reports were:

There was no questions about the reports or the remaining of the 2023 Annual Report.

- **The Welfare and Advocacy Report.**
- **The Commemorations Report.**



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- **The Appeals Report.**
- **The Memorabilia Report.**
- **The Membership Report.**
- **The General Managers Report.**

There was no further questions raised about the reports.

Elections

As detailed in Reference D, The Chairman stated that the following positions were up for election and provided the reasons why:

Position	2023 Incumbent	Remarks
Vice President (Service)	Andrew Hall	Position open due to dual role
Vice President (Affiliate)	Graeme Munro	Member standing down
Secretary	Andrew Hall	Position open due to dual role
Treasurer	Mark Hookey	Position open as 1 st year member
General Committee	Matt Loughman	Position open as 1 st year member
General Committee	Ricki Rank	Member standing down
General Committee	Timothy Riley	Member standing down
General Committee	Shane Murphy	Member standing down

The official date for members standing down is the date of this AGM. This is important as it needs to be reflected in our records with Consumer Affairs Victoria (CAV) and the Australian Charities and Non-For-Profit Commission (ACNC).

The Chairman explained the reason some positions are open due to 1st year member is to allow sustainment within the committee as normal timeframe when elected is two years. This allows decent cross over come AGM time and keeping experience within current elected committee.

The following positions received nominations and as detailed in Reference D paragraph 13.7 (e) and (i) *if the number of nominations for a position does not exceed the number of people to be elected to that position, the nominees are duly elected,*

Due to this the Chairman stated as all positions were vacant, and we have only received one nomination for each position they are unopposed are deemed elected to the position.

Position	Member Appointed	Remarks
Vice President (Service)	Ash Graham	Appointed for two years
Secretary	Andrew Hall	Reappointed for one year
Treasurer	Mark Hookey	Reappointed for two years
General Committee	Matt Loughman	Reappointed for two years
General Committee	Rebecca Hall	Appointed for two years



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The official date for members re-appointed is the AGM they initially joined the Committee, the official date for new appointments is the date of this AGM.

To detail this for the record the following is the Montmorency Eltham RSL elected Committee for 2024:

Position	2024 Incumbent	Membership	Remarks
President	Glen Ferrarotto	Service	Up for re-election AGM 2025
Vice President (Service)	Ash Graham	Service	Up for re-election AGM 2026
Vice President (Affiliate)	Vacant for 2024		
Secretary	Andrew Hall	Service	Up for re-election AGM 2025
Treasurer	Mark Hookey	Service	Up for re-election AGM 2026
General Committee	Jim Gronbach	Service	Up for re-election AGM 2026
General Committee	Rebecca Hall	Affiliate	Up for re-election AGM 2026
General Committee	Matt Loughman	Service	Up for re-election AGM 2025
General Committee	Mick Ricks	Service	Up for re-election AGM 2025
General Committee	Vacant for 2024		
General Committee	Vacant for 2024		
General Committee	Vacant for 2024		

The Chairman thanked those who are standing down for their service to the Sub-Branch, all dedicated and sacrificed their own time for the Sub-Branch and all members and their support to the RSL as a whole is commended.

He also thanked those re-standing and finally welcomed our two new additions to the Committee.

General Business

Special Resolution for the Amendment of the Rule of the Montmorency Eltham RSL Sub-Branch Inc

The Chairman handed over to the Secretary who informed the Committee that we had to hear and approve an omnibus motion amending the Rules of the Montmorency Eltham RSL Sub-Branch Inc Volume 3.8 (which will become Volume 3.9 when submitted and approved by CAV).

Attached at Annex B is this resolution which was read and when asked there was no questions, so the following was proposed.

Motion – AGM 05/24: That the Special Resolution as presented be approved for amendment to the Rules of the Montmorency Eltham RSL Sub-Branch Inc.

Proposed: Andrew Hall

Seconded: Hans Vans Wol



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Motion AGM 05/24 was carried.

Appointment of Auditor

The Chairman informed the meeting that in accordance with Reference E, a process of the AGM is to approve appropriate auditors and the expenditure on an annual basis. In line with this requirement, he proposed that E.F. McPhail and Partners (Suit 12, 302 Whitehorse Rd, Mitcham, Vic, 3132) be again employed as the Montmorency Eltham RSL official auditors.

Motion – AGM 06/23: That E.F. McPhail and Partners (Suit 12, 302 Whitehorse Rd, Mitcham, Vic, 3132) be used for 2024 as the official Sub-Branch auditors.

Proposed: Glen Ferrarotto **Seconded:** Duncan Duke

Motion AGM 06/24 was carried.

Nomination for RSL Victoria State Executive

The Chairman stated that Andrew Hall had raised his hand to be a Metro nomination for State Executive. He supported the nomination. He then proposed the following:

Motion – AGM 08/23: That Andrew Hall be nominated by the Montmorency Eltham RSL for State Executive.

Proposed: Glen Ferrarotto **Seconded:** Ash Graham

Motion AGM 08/23 was carried.

The Chairman opened the meeting for general business or questions from the floor.

Bob Elworthy noted in the Annual Report images of Memorabilia Team and Committee with children from local schools and, to ensure we are correctly compliant does everyone have a proper Working With Childrens Card. This was agreed to be a great point, we do have members with a WWCC and every time a school is in the Branch visiting the Memorabilia Groups activities they are accompanied by teachers and parents. The Secretary did state he would raise this with RSL Victoria for some clarification and advise.

Hector Hart asked all if they have available time for the RSL ANZAC Appeal to drop over after the meeting and see him.



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Closure

The Chairman again thanked all for attending and declared the meeting closed at 1146h and invited all to stay around for a social gathering with food and drinks provided.

Glen Ferrarotto
President/Chairman

18

March 2024

Andrew Hall
Secretary

18

March 2024

Annexes

- A. Attendance Register
- B. Special Resolution

Name		Membership Type	Signature	Quorum
First	Last			
ANNEAL	HALL	SERVICE		
Rebecca	HAM	APPLICANT		
Alicia	HART	SERVICE		
Don	RUSSELL	"		
Agat	SEARBY	SERVICE		
Glen	FERRANTE	SERVICE		
Michael	RICKS	SERVICE		
JULIE	FECHNER	SERVICE		
SHARON	MURKINS	SERVICE		
Paul	MCCOLL	SERVICE		
KEVIN	MYERS	SERVICE		
BOB	EUSTACE	SERVICE		
LAM	CHAMBERS	SERVICE		
David	HOLDING	SERVICE		
HANS	VANNOOL	SERVICE		
MARGARET	WATTS	AFFILIATE		
NICK	MASIA	"		
GARY	COMPTON	AFFILIATE		
IRMA	WILSON	AFFILIATE		
Fred	WHEELER	AFFILIATE		
PETER	WHITTINGHAM	SERVICE		
JULIE	BEATTIE	AFFILIATE		
DORIE	FERRAROTTO	AFFILIATE		
Pats	Rank	Affiliate		

[illegible]

[illegible]

**SPECIAL RESOLUTION FOR THE AMENDMENT OF THE RULES
OF THE MONTMORENCY ELTHAM RSL SUB-BRANCH INC.
(LICENSED WITH GAMING)**

Omnibus Motion:

That the Rules of the Montmorency Eltham RSL Sub-Branch Inc., Volume 3.8, which will become Volume 3.9 when approved by Consumer Affairs Victoria, be amended as follows:

a) Clause 10.7(b)(4), 10.7(b)(6) – Reciprocal Rights

Amend existing rules:

10.7(b)(4) to be replaced with:

“for the purposes of this rule, a relative of a League member shall be any spouse, blood relative, step relative or in-law of the person who is or was eligible to be a League member (as the case may be);”

10.7(b)(6) to be replaced with:

“or a person who is, or has been, a member for at least six months, of one of the following:

A State or Federal Police Force;

An Ambulance Service or Brigade;

A Fire Brigade or Fire Authority;

A State Emergency Service;

A Bronze Medallion Member of a Surf Life Saving Club;

A Corrections/Prisons Officer; or

A member of the Commonwealth or allied Merchant Navy;”

b) Clause 13(a) – Notices – Members

Amend existing Rule 13(a) to read:

“Every member shall communicate in writing to the Secretary regarding change of address. A notice, written request or any other communication under these Rules may be served on a person either personally, by sending it by post to their last known address or via email to their last known email address provided.”

c) Clauses 19(i), (s)(6), (s)(9), (s)(10), (s)(11) and n(11) – Sub-Branch Committee

Amend existing Rule:

19(i) to read:

“The Sub-Branch at its annual general meeting must appoint an auditor (if required in accordance with the Act) who must be a member of the Institute of Chartered Accountants or the Australian Society of Certified Practising Accountants or anybody described in section 1280 of the Corporations Law and must be registered under section 1280 of the Corporations Law, unless the State Executive approves otherwise.”

Insert new Rule:

19(n)(11) to read:

“are suspended or expelled from membership.”

Amend existing Rules:

19(s)(6) to read:

“in conjunction with the auditor (if applicable) decide upon the system to be adopted by the secretary in the keeping of all books relating to the financial transactions of the Sub-Branch;”
19(s)(9) to read:

“cause to be prepared for audit (if required in accordance with the Act) and submit audited (if applicable) report and accounts to the annual general meeting of the Sub-Branch, an annual Statement of receipts and expenditure, together with a balance sheet showing the assets and liabilities of the Sub-Branch at the balance date;”

19(s)(10) to read:

“send audited (if required in accordance with the Act) financial Statements to the Branch by 30 April each year;”

19(s)(11) to read:

“if applicable, attend upon the auditor when required and explain anything the auditor may require respecting the accounts;”

d) Clause 20(p)(5), 20(d) and 20(e) – Elections of the Sub-Branch Committee (see Branch Bylaw 23 for voting detail)

Amend existing Rules:

20(p)(5) to read:

“The name of any person proposed for election as a member of the Sub-Branch Committee shall be displayed in a conspicuous place in the Sub-Branch premises for not less than one (1) week before the date of the election.”

20(d) to be amended consequentially to the new Rule as follows:

“Subject to clauses 20(e), 20(p)(4) and 10.6(d)(1) a Service member, Life member or an Affiliate of the Sub-Branch may nominate or be nominated for one or more positions on the Sub-Branch Committee.”

Insert new Rule:

20(e) To read as follows:

“A Life, Service or Affiliate member who has been suspended by or from:
(1) the Sub-Branch or the League by the Sub-Branch Committee or the State Branch or National Tribunal; or
(2) the Sub-Branch by the Sub-Branch management under the provisions of the Liquor Licensing Act and Regulations,
since the previous Sub-Branch AGM shall not be eligible to nominate for the Sub-Branch Committee for a period of 12 months following the completion of the suspension.”

e) Clause 21(e) – Meetings of the Sub-Branch

Amend existing Rule 21(e) to read:

"any auditor's accounts and auditor's report (if applicable)."

f) Clauses 21A(b)(2) and (b)(4) – Annual General Meeting

Amend existing Rules:

21A(b)(2) to read:

"the treasurer of the Sub-Branch must submit the audited (if applicable) financial Statements of the Sub-Branch, in accordance with Part 7 of the Act, for the preceding year."

21A(b)(4) to read:

"if applicable, the auditor of the Sub-Branch is to be appointed."

g) Clause 25 – Accounts of the Sub-Branch

Amend existing Rule 25 to read:

"The audited (if applicable) accounts of the Sub-Branch must be provided to the Branch by 30 April each year."

Moved: Andrew Hall


Seconded: Hans Vanzwol, OAM

Result: Carried

I hereby declare that the Special Resolution was passed at a validly constituted meeting of the members of the Montmorency Eltham RSL Sub-Branch Inc. held on 16 Mar 2024.



.....
Glen Ferrarotto
President



.....
Andrew Hall
Secretary