

Draft Minutes of 2024 Annual General Meeting

The 2024 Annual General Meeting of the Positive Education Schools Association Ltd (ACN 168 259 096) (PESA) was held on **Monday 2nd December 2024 at 4pm (AEDT)**. This meeting was held via Zoom teleconference.

1. Welcome

Warren Symonds, Chair, welcomed everyone to the meeting with an acknowledgment of Country.

The Chair acknowledges the attendance of the PESA members and Board and thanked all directors for their excellent support of PESA.

Clause 10.10 of the PESA Constitution requires our Annual General Meeting to have a minimum of 5 members in attendance, and the Chair confirmed we have a quorum today.

2. Acceptance of Minutes from 2023 Annual General Meeting - [attached](#)

The Chair called for the 2023 minutes to be accepted.

Moved by David Bott, Seconded by Emma Grave. Accepted.

3. Chair's Report

The Chair delivered his Chair's report.

As part of the Chair's Report, the Chair highlighted PESA's achievements since the last meeting, namely the digital professional development program, thanking our presenters for their generous contributions; in-person events, highlighting the WA State Conference and State Chapter Events in NSW, VIC, SA and QLD. The Chair expressed gratitude to our Chapter Committees. In addition, the Chair highlighted PESA's partnership with EduTECH and the launch of the PESA Provider Directory.

The Chair shared that PESA opted to not hold a national conference this year, to allow capacity and focus on developing PESA's new five-year strategic plan, which will be shared in Term 1 2025.

The Chair shared changes to the PESA Board in 2024:

- Anne Johnstone concluded her tenure as PESA Chair and founding Director earlier in the year, after 12 years of outstanding service.
- Bob Easton retired from both professional and volunteer roles, including his position on the PESA Board.
- PESA gained three new directors this year: Elizabeth Bate, Andy Skidmore and Kayla Blakeney.
- The Chair shared his own retirement at the conclusion of this AGM, per PESA's constitution, as his final term has concluded.

The Chair formally acknowledged the PESA Board – past and current – for their ongoing contribution of expertise and commitment and shared his honour and pride for his own tenure on the Board.

The Chair acknowledged the contributions of Lisa Davias (PESA CEO), Kim Latcham (Administration Officer), and Tanya Deall (Program & Projects Officer) for their hard work and dedication.

The Chair concluded the Chairperson report by thanking the outstanding PESA Directors for contributing selflessly and sharing their gifts and talents. He extended thanks to PESA Members for the impactful and important work that they do.

The Chair called for the 2023 Chair's Report to be accepted.

Moved by Leonie Abbott, Seconded by David Bott. Accepted.

4. **Finance Report – [FY23-24 End of Year Balance Sheet](#) and [FY23-24 Profit and Loss Statement](#)**

Simon Martin, Treasurer, delivered the finance report and advised that as PESA's annual revenue is under \$500,000, it is classified as a **small charity** for the purposes of the Australian Charities and Not-for-Profits Commission Act 2012 (Cth) and is therefore not required to submit audited or reviewed accounts under that Act.

The Treasurer noted that for the financial year July 2023 – June 2024, PESA achieved a profit of \$43,272. This was largely due to the success of the 2023 state conferences, which enabled significant investments such as hiring a casual staff member and dedicating time to strategic planning.

The Treasurer commented that wages and salaries remain our largest expense, essential for PESA's operations.

The Treasurer commented on the decision not to hold a conference in 2024 and the impact to PESA's revenue. He stated that this is being closely monitored and tactical plans are being implemented.

Memberships remain PESA's most critical revenue stream, both for financial sustainability and maximising impact.

The Chair called for the 2024 Finance Report to be accepted.

Moved by Leonie Abbott, Seconded by Andy Skidmore. Accepted.

5. **Membership and Project Report**

Lisa Davias, CEO, delivered the membership report.

Lisa advised that at our 2023 AGM memberships were reported as totalling 1376 members, including 143 Institutional memberships. By comparison, memberships as at today's date totalled 1279, which includes 133 Institutional memberships holding 731 members. In addition, PESA currently has 344 individual memberships and 29 student memberships.

These figures represent a 7% decrease, attributed to the lack of a national conference this year, greater expectation on membership value, and of course strained school budgets and the cost-of-living crisis. All of which PESA is addressing in the new strategic plan.

Membership prices currently remain unchanged. Membership prices are:

\$2,700 for Institutional Large

\$659 for Institutional and Corporate

\$109 for individual

\$33 for student

Members comprise mostly of educators and school leaders from the independent, government and Catholic sectors, along with some early learning and tertiary institutions. Within the Australian-based Institutional memberships, the current sector split is 28% Government schools, 25% Catholic, 45% Independent and 4% other.

Lisa highlighted some of PESA's current projects to address membership decline:

- The 2025 National Conference taking place in early September in Adelaide.
- Significant updates to the members resources dashboard.
- A 2025 learning plan to be delivered via the Digital PD program, state chapters, new resources and member communications.
- The development of foundational wellbeing tenants learning videos.
- Improvements to the state chapters to build momentum within the state communities.

Lisa handed to Leonie Abbott and Emma Grave to share an acknowledgement to Warren Symonds for his remarkable tenure on the PESA Board.

The Chair called for the Membership Report to be accepted.

Moved by Simon Martin, Seconded by Leonie Abbott. Accepted.

6. **Election of Member-Elected Directors**

Lisa Davias reconfirmed that that in accordance with PESA's constitution, Warren Symonds will retire from the Board at the conclusion of the AGM. Therefore, his position falls vacant.

There are six Board positions vacant. The following five members of the PESA Board have been nominated for re-appointment:

- Leonie Abbott
- Elizabeth Bate
- David Bott
- Emma Grave, and
- Andy Skidmore

PESA received an additional nomination for Dr Debra Perich.

Per PESA's constitution, as only six nominations were received for the six positions, all nominees will be automatically appointed as Member-Elected Directors, effective from the end of the AGM.

The Chair shared congratulations to all appointed Directors, welcoming Debra Perich.

7. **Questions from Members**

The Chair called for questions from members. No questions were received.

8. **Close of Meeting**

The Chair warmly thanked all for attending and for their support of PESA. The Chair closed the meeting at 4.32pm AEDT.

Lisa Davias
CEO and Company Secretary
3 December 2024