



2022-2023 Annual General Meeting Minutes

Date	Saturday, 2 December 2023
Time	3.30pm-4.30pm
Place	Hillview Intercultural Community Centre, 1-3 Hill View Pl, Bentley WA 6102

Attendees	Elvie Yap, Dr Alex Chong, Ke Xiou Tan, Miranda Ho, JoYi Tan, Shen Sekhon, Grace Ang
Apologies	Dr Lee Lee Tan, Jenny Jin
Proxies	Nil

Item	Description		
1	Welcome and introductions Secretary Elvie Yap welcomed two new committee members Grace Ang and JoYi Tan joining the team.		
2	President/Chair's report According to Annual Report, President Dr Lee Lee Tan thanked committee members and volunteers for their contribution in various events and programs in the last financial year. Dr Tan also expressed gratitude to funding bodies including the City of Armadale and Canning for their support in Culture Care programs		
3	Secretary's report Secretary Elvie Yap described past 12 months as a productive year for Culture Care organising multiple community activities and programs and recruiting over 50 volunteers and almost 100 life members. Elvie also announced newly established service Culture Care Canteen and successful registration with the Australian Charities and Not-for-profits Commission.		
4	Treasurer's report Treasurer Miranda Ho reported strong financial results with increased income and a return to profitability in 2023, with total trading income reported as \$6,773.55, gross profit as \$6,773.55, other income as \$61,150.00, and net profit as \$4,714.44.		
5	Questions to directors Committee member Ke Xiou Tan enquired about Culture Care owing to Secretary Elvie Yap. Elvie explained that there was a \$10,000.00 set up cost loaned from Elvie at the initial phase of the organisation, Culture Care pays \$278 monthly to Elvie and targeting to complete payment by 2025.		
6	Other matters Secretary Elvie Yap mentioned that Dr Lee Lee Tan will discontinue her position as Chairperson, however she will nominate as one of the committee members.		
7	Proposed resolutions		
	Proposed resolution	Moved by	Passed
	nil		



8	Acceptance of financial statements: <i>That the financial statements tabled at the annual general meeting be accepted.</i>		
	Moved:	Dr Alex Chong	Seconded: Shen Sekhon
	Passed/Not passed		

9	Acceptance of annual report: <i>That the annual report tabled at the annual general meeting be accepted.</i>		
	Moved:	Ke Xiou Tan	Seconded: JoYi Tan
	Passed/Not passed		
10	Results of the general election:		
	Appointed as:		Removed as:
	Chairperson	Elvie Yap	Chairperson Dr Lee Lee Tan
	Deputy Chairperson	Dr Alex Chong	Deputy Chairperson Not available
	Secretary	Ke Xiou Tan	Secretary Elvie Yap
	Treasurer	Miranda Ho	Treasurer Not available
11	Meeting close Meeting closed at 4.30pm.		

Minute taker:	Ke Xiou Tan
Signed:	<i>kexiou</i>
Name:	Ke Xiou Tan
Date:	02.12.2023