

PCQ Annual General Meeting Agenda



Group Name:	Palliative Care Queensland Annual General Meeting 2024			
Date: Time:	Thursday 21 November 2024 5:30pm-6:30pm	Meeting details:	In person: Punthill Spring Hill, 40 Astor Terrace, Spring Hill QLD Online: via Zoom (details provided after registration)	
Chair:	Anthony Herbert president@palliativecareqld.org.au	Minute Taker/ Organiser:	Naomi Jowett Phone: 07 3842 3242	
Purpose of the meeting	7.1.3 Business to be transacted at the Annual General Meeting shall include: (a) The receiving of the Board's report and the statement of income and expenditure, assets and liabilities and mortgages, charges and securities affecting the property of the Association for the preceding financial year; (b) the receiving of the auditor's report on the books and the accounts of the preceding financial year; (c) the election of Members to the Board, and (d) the appointment of an auditor.			
<p>We acknowledge that this meeting is taking place on the lands of the Traditional Owners, in Meanjin on Jagera and Turrbul land. We pay our respects to Aboriginal and Torres Strait elders, past, present and emerging.</p> <p><i>The way we care for our dying is a significant indicator of the values of our society.</i></p> <p>Our Organisational Priorities</p> <p>We advocate, educate and support a Queensland where people:</p> <ul style="list-style-type: none"> • Are able to live every day until their last • Are able to have a dignified death, regardless of their illness, age, culture or location • Have access to a supportive social network at the end stage of life, and the choice of holistic, quality and culturally appropriate palliative care <p>We are inclusive. We celebrate multiple approaches and points of view. When we say palliative care is everybody's business, we mean everybody.</p>				
#	Agenda Topic	Facilitator	Relevant papers / notes	Decision required?
1.	Declare meeting open <ul style="list-style-type: none"> - Acknowledgement of First Nations, PCQ Org Priorities & Inclusivity Statement - Present/apologies - Conflicts of interest - Confirmation of quorum 	President		
2.	Review of previous minutes Action items	President	2a. Draft PCQ AGM 2023 Minutes	Yes
3.	President's Report	President	3a. PCQ Annual Report 2023-2024 (tabled at meeting)	Yes
4.	Finance Report	Treasurer	4a. PCQ's Audited Financial Report 2023-2024 (tabled at meeting)	Yes
5.	CEO's Report	CEO		
6.	Appointment of Members to the Board	Secretary	7a. PCQ 2024 Board Nominees	Yes
7.	Appointment of Auditor	Treasurer		Yes
8.	Any other business/ General correspondence	All Members		
9.	Next meeting confirmation Declare meeting closed	President	TBC 2025	

Committee Members	
Name	Role and Organisation
Anthony Herbert	President
Karen Gower	Vice President
Emily Ritchie	Secretary
Emily Cowan	Treasurer
Louise O'Neill	CEO (<i>non-voting</i>)
Quorum Rule	
7.4 A quorum of Members for an Annual General Meeting or a Special Meeting shall be the number of persons who make up the Executive Committee plus one.	