

# Minutes 2020 AGM

## Annual General Meeting

Tuesday 21st April 2020

### Agenda and Minutes

**Location:** Online via Zoom (COVID 19)

**Attendees:**

- [Joanna Field](#) - Co-President
- [Melissa Sykes](#) - Life Sciences Committee Chair
- Genevieve Alder - ICT Committee Chair
- Bec Langdon - Director
- Lisa Cawthorne - General Manager
- @ Marie Howarth - Vice President
- Claudia Giurgiuman - Co-President
- Di Su - Treasurer
- Plus 29 Members online

**Apologies:** Nil

**Minute Taker:** [Lisa Cawthorne](#)

**Agenda and Minutes:**

Time	Duration	Subject/Action and Task	Who	Minutes
5:30pm	2 mins	Opening welcome and housekeeping	Lisa Cawthorne	Opening – Welcome, housekeeping
5.32 pm	2 mins	Resolution to accept 2018 FY Minutes <a href="#">BM-2019AnnualGeneralMeeting-200420-0354 (1).pdf</a>	Lisa Cawthorne	Attendees had no objections see recording. This resolution has been proposed by Joanna Field and seconded by Melissa Sykes
5.34 pm	2 mins	Acknowledgement of Sponsors/Supporters & Auditor	Lisa Cawthorne	Thanks to all sponsors/members and supporters  Special thanks to tonight and the Audit sponsor (BDO)
5.36 pm	5 mins	President's Welcome	Claudia Giurgiuman	Welcome to our wonderful members for being with us this evening.  Unprecedented times and before delving into the year that was, I wanted to acknowledge the difficult times we are all facing. The world is dealing with a crisis that it's never dealt with before, at least not in our lifetime and Women in Technology is certainly not immune to the impact of coronavirus. All of our lives have been affected, our members, our communities and our businesses.  Perfect time to turn to an organisation that truly does care for its members. And this is who we are here at Women in Technology. In the days, weeks and months that are yet to come, I'd really like to encourage you to remember who Women in Technology is, to remember that we are here for you and to please reach out to others and remind them that WIT is still here to advance, connect and empower our women. We'd also like to encourage you to continue providing feedback. We absolutely welcome your input and your feedback and we welcome your ideas and your support. This is very important to us at a time like this.
5.41 pm	1 min	Restatement of Vision & Mission	Claudia Giurgiuman	WIT is the peak industry body for women in the technology and sciences sector within Queensland. Exists to advance women's professional careers, connect them to like-minded individuals, and empower them to believe in themselves and be the best that they can be.
5.44 pm	3 mins	2019 Objectives	Claudia Giurgiuman	<ul style="list-style-type: none"><li>• Continuing to deliver great services to our members and proud to report participation levels reached all time high</li><li>• Recognised need for a strong strategic &amp; governance focus to ensure the organisations prosperity and collectively direct the organisation's affairs. We have been reviewing our constitution to align with contemporary operations and after member comment and approval hope to bring this to the membership for endorsement in the next few months</li><li>• Developed a new strategic plan, to lay down the foundations of the next phase of growth.</li><li>• Focus on advocacy and the need to raise our brand and our visibility. Invested in resources to build our marketing and comms capacity and significantly increased media exposure both for WIT, for the issues affecting women in technology, and highlight the achievements of members and award winners.</li><li>• Invested in operations team to provide administrative support to Lisa Cawthorne as the membership of the organisation continues to grow.</li><li>• Built the volunteer capacity and participation of members through committees so that more events and opportunities to connect are delivered across the network.</li></ul>

<b>5.47 pm</b>	3 mins	2019 Highlights	Claudia Giurgiuman	<ul style="list-style-type: none"> <li>Over 7200 members and affiliates, with 800 new members joining in 2019. Highlights WiT performance &amp; reputation. Community of 24,500 like minded women achieving amazing things across all sectors.</li> <li>36 events in 2019 and they each sold out demonstrating a finger on the pulse of member needs</li> <li>Awards biggest yet with 700 attendees.</li> <li>Corporate members continue to grow</li> <li>Established programs in strong demand. Board Readiness running for more than a decade and is one of the most respected entry-level programs in the country</li> <li>More media coverage than ever before</li> <li>Sponsorship is growing</li> <li>Government support – recognising our contribution to gender equity and workplace reform</li> <li>Support form corporates – recognising our contribution to corporate diversity and talent acquisition</li> <li>Our new jobs board was launched and we have advertised over 100 jobs from both members and non member organisations and this figure is consistently on the rise</li> </ul>
<b>5.50 pm</b>	1 min	Benefits & Impact of WiT	Claudia Giurgiuman	Highlight the appreciation members express to WiT which demonstrates the great community that we are – active, diverse, inclusive, engaged and supportive. Never lose sight of the fact that we are here for our members.
<b>5.52 pm</b>	5 mins	Treasurer's and Auditor's Report	Claudia Giurgiuman	<ul style="list-style-type: none"> <li>2019 Financial Statements emailed to attendees and viewable online at "About Us" page of our website.</li> <li>Stable 2019 year ending with a strong cash at bank balance of \$143,641 (almost identical to the 2018 year)</li> <li>Reflect on our investments in our mission for the year</li> <li>Total equity at the end of 2019 was \$99,758 positioning the organisation well for the 2020 year</li> </ul> <p>WiT experienced a stable 2019 year ending with a strong cash at bank balance of \$143,641 which is almost identical to the previous year.</p> <p>Loss a reflection on business performance but stems from two things – an accounting adjustment to accommodate sponsorship income that was reported in 2018 and should have been allocated over several years, and a much-needed investment that has been made back into the organisation. This includes increased administrative staff to support our growing membership and activities, implementation of a new marketing and media activity strategy to improve our advocacy role and highlight our member achievement, as well as improving our WiT Awards profile.</p> <p>Went into the COVID-19 crisis with strong and sustainable foundation and the board has taken rapid steps to ensure this is preserved.</p> <p>We exceeded all previous targets for membership, events were sold out, we had more visibility in the media, delivered an even greater program of activities and events and the Brisbane City Hall ballroom was brimming with 700 attendees at the 2019 WiT Awards.</p> <p>Stable financial position for 2019.</p> <p>Member question relating to \$37 Training cost - accounted for Board Readiness AICD fees, Mentoring Facilitator fees</p>
<b>5.57 pm</b>	1 min	Resolutions to accept Operation's Report & Treasurers Report	Claudia Giurgiuman	<p>No member objections raised to Operation's Report. This resolution has been proposed by Claudia Giurgiuman and seconded by Marie Howarth</p> <p>No member objections raised to 2019 Financial Report. The financial report has been proposed by Di Su, our Treasurer, and seconded by Bec Langdon.</p>
<b>5.58 pm</b>	1 min	Resolution to appoint BDO as Auditor for 2020 FY	Claudia Giurgiuman	No member objections to appointment of BDO as our Auditors for 2020. This resolution has been proposed by Di Su and seconded by Bec Langdon
<b>5.59 pm</b>	1 min	Acknowledgement of outgoing Committee Members	Claudia Giurgiuman	Thank you to the committee members who have worked so hard for us this year Christie Green, Tiffany Jape, Shelley Smith and Emily Martyn from the ICT Committee and Laura Puk from the Life Sciences Committee.
<b>6.00 pm</b>	1 min	Acknowledgement of outgoing Board Members	Claudia Giurgiuman	<p>I would also like to acknowledge and thank our outgoing Board Directors that have either retired since the last AGM or are retiring as of this AGM.</p> <p>Di Su for your tireless contribution as Treasurer and the advice and guidance you have provided to the board in particular through the early parts of Covid.</p> <p>Penny Holder thank you for you contribution to the board and supporting our Governance strategies.</p> <p>Emma Greenley who retired as Secretary late last year we thank you for your exceptional organization and commitment to the role and to your volunteer support of WiT before your time on the board.</p> <p>Natasha Duerden for bringing a new dimension to the board in the Director of Marketing and supporting our 2019 Marketing and Media strategy.</p> <p>Special mention co-president Joanna Field, thank you so much for your long association and commitment to WiT in particular your contribution as Co-President of the organization. On behalf of the entire board and management I wanted to say it has been the greatest of pleasures working with you and witnessing your tireless efforts to improve the organization and it support of members.</p>

6.01 pm	2 mins	Looking ahead to 2020	Claudia Giurgiuman	<p>Board recognised Lisa Cawthorne's significant contribution over the past 7 years and advanced her career by promoting her to the position of General Manager.</p> <p>To enhance that, the board has identified a number of priority areas for this year:</p> <ol style="list-style-type: none"> <li>1. Developing stronger governance and establishing a Audit and Risk Committee to sharpen our focus and capacity to monitor and manage performance and risk.</li> <li>2. As an event-based organisation, the disruption has been significant but we have embraced the opportunity to build our online service capability and reach. Already planned to expand our services regionally, we are quickly adapting to a new way of delivering our services. It is a great opportunity for us.</li> <li>3. Again an excellent opportunity for us to listen to our members and strengthen their voice through advocacy - to accelerate opportunities and recognition for women and to ensure they take rightful place in our digital future.</li> </ol> <p>No precedent to running a small not-for-profit organisation during a pandemic, it is all the more important. The Board moved quickly to implement an emergency plan, cut costs and is meeting frequently to ensure the organisation continues to be sustainable and meet the needs of its members in new ways.</p> <p>We are reviewing all our current events and programmes and, as you may have seen we have already moved our Step Up programme onto an online webinar platform. We propose to continue to bring further events such as our breakfast series and connectworks networking to you online and this is in the pipeline now so keep your eyes and ears peeled. Our mentoring has already been moved over to an online format and we are very excited about the new opportunities this brings for our participants. Likewise Board Readiness is almost ready to be rolled over to online so our participants will still be able to complete the programme as anticipated.</p> <p>Our Awards programme will be proceeding however the exact format for the programme is still in planning but we are very excited about the potential of bringing our awards too you in a new dynamic online arena so stay tuned for more information on that one.</p> <p>Welcome feedback and ideas as many of your are currently working in this area so if you have any ideas or technologies you think WiT could use please let us know. Also if there are any key areas you require support in that have come to light because of the current Covid 19 climate please tell us so we can be reactive to your direct needs.</p>
6.03 pm	1 min	New Committees	Claudia Giurgiuman	<p>Introduce ICT Committee members for 2020. New committee chair Genevieve Alder joined us as a Director of the Board with her appointment under the constitution selected by the ICT Committee and the current Chair Bec Langton continuing as Board Director.</p> <p>Committee members are Elena Schamp, Louise Howard, Jeannette Cornell, Jo Killalea-Walford and Aaron Thomas</p> <p>2020 Life Sciences Committee under the outstanding leadership of Mel Sykes who is continuing as chair. Elke Kaemmerer, Illaira Stefani, Maria Nguyen, Brit Winnen, Nasim Amiralian, Laure Martine and Kinnari Shellat.</p>
6.04 pm	1 mins	New Board Directors	Claudia Giurgiuman	<p>Announced results of the 2020 elections and welcomed successful candidates.</p> <p>Simon Smith is a CPA who joins the WiT Board uncontested as Treasurer. He is currently Chief Financial Officer at Wesley Medical Research. Simon has previously held the Treasurer role for a large NFP provider of childcare with over 100 owned and affiliated services.</p> <p>Indi Tansey is a community leader and co-founder of a start-up technology company Codebots whose job is to create an environment online and in person, where people feel like they belong to something bigger than themselves with a shared identity and opportunities for growth.</p> <p>Angela Jones is a leader and technology enthusiast with extensive experience spanning both public and private sectors and proven track record in leading ICT and business transformations. She brings a rich network across many industries. Angela is currently the General Manager Technology - Capability, Change &amp; Performance at Tabcorp.</p> <p>Gunjan Allen is a senior manager for Queensland's largest ICT organisation, eHealth Queensland and is an intuitive leader who uses data, insights and relationships to inform strategies and guide teams to achieve results.</p> <p>We welcome the new members to the WiT Board. Of course we acknowledge our current board directors, Marie Howarth, Bec Langdon, Dr Melissa Sykes and Genevieve Alder and I personally look forward to working with you in 2020.</p> <p>Your 2020 WiT Board</p> <ul style="list-style-type: none"> <li>• Claudia Giurgiuman - President</li> <li>• Marie Howarth - Vice President</li> <li>• Melissa Sykes - Director, Life Sciences Chair</li> <li>• Genevieve Alder - Director, ICT Chair</li> <li>• Gunjan Allen - Director, Secretary</li> <li>• Simon Smith - Director, Treasurer</li> <li>• Bec Langdon - Director</li> <li>• Angela Jones - Director</li> <li>• Indi Tansey - Director</li> </ul>
6.05 pm	2 mins	Other business & Close	Claudia Giurgiuman	Nil

#### Actions:

**No actions were created in the AGM.**

2020 April\_WiT AGMPowerpoint\_MH\_CG\_mh\_LC2.ppt