



WA HEALTH PROMOTING  
SCHOOLS ASSOCIATION (INC.)

Supporting Student Health

[www.wahpsa.org.au](http://www.wahpsa.org.au)

## Minutes of the General Meeting

Date: Thurs 15 February 2018  
Time: 3.30pm – 4.50pm  
Venue: Cancer Council WA, 15 Bedbrook Place, Shenton Park  
Chairperson: Leisha Aberle  
Minute Secretary: Sally Blane

Meeting opened at 3:30pm

### 1. Welcome and Apologies

Chair welcomed members and office bearers.

#### **Present:**

##### Office Bearers:

President: Leisha Aberle (Foodbank WA)  
Vice President (and minutes): Sally Blane (Cancer Council WA)  
Treasurer: Phoebe Joyce (Curtin University)  
Committee Members: Miranda Chester (FBWA), Ruth Wallace (ECU), Jill Darby (ECU)

##### Attendees:

Jenny Duggan (Donate Life)  
Alice Wroble (UWA student)  
Jenni Palmer (DHEU)  
Sophie Van Dam (Curtin)  
Karen Forde (ECU)

#### **Apologies:**

Suzi Barnes (Mt Lawley SHS)  
Sue Dimitrijevic  
Margie MacFie (DoH)  
Shannon Wright (Cancer Council WA)  
Amanda Ferguson (WA School Canteen Association Inc.)  
Marcelle Coakley (Stephanie Alexander KGF)

## 2. Acceptance of Previous Minutes

2.1. There were no action items outstanding from previous minutes

**Motion to move:** To accept the Minutes of the WAHPSA General Meeting held on Wednesday 2<sup>nd</sup> August 2017, accepted by Leisha Aberle and seconded by Miranda Chester.

## 3. Executive Report

Leisha Aberle tabled the Executive report.

### Membership:

- New members – Cystic Fibrosis and EON Foundation.
- Observer members are always welcome, especially students. Members to check website for program details.
- Membership fees: these will increase post AGM, \$80 for 1 year membership, \$150 for 2 year membership.

### Governance:

- Two meetings regarding future planning for WAHPSA (updating Strategic plan in Dec 2017, creating 2018 Operational plan in Jan 2018), were held with the executive committee (and pro bono consultant for strategic planning to help guide the process). Minor changes occurred to Strategic Plan. As part of 2018 Operational Plan there will be changes to Constitution (to align with 2015 Incorporations Act) and changes to Executive Committee roles.
- Draft 2018 Operational Plan and draft Strategic Plan 2018-2020 will be circulated prior to AGM, to all members for feedback and will be presented at AGM for endorsement.
- Executive Committee has made the decision to not have an Executive Officer for the foreseeable future due to financial limitations. President acknowledged significant contributions made by previous EO's including MM and SD, also acknowledged PJ and MC will be stepping down from their roles on the committee and acknowledged their significant and long standing contribution to the committee over the years.

### Finances:

- Annual audit is generally presented at AGM. This has generally been pro bono. The new Incorporations Act means that this audit is not required, instead all that is required is a brief report (1 pager) which is presented to members at AGM with members invited to voice objections.

**Motion to move:** To accept that the 2017 financial statements be reviewed by a CPA rather than audited, accepted by Leisha Aberle and seconded by Miranda Chester.

## 4. Guest Presentations

- Phoebe Joyce - Linking ABC with CaLD communities.
- Karen Forde - ECU Honors student SNAC OSHC

Future presentations: Jenny from Donate Life is keen to present.

## 5. Next Meeting

- Annual General Meeting (AGM): 9:30 – 10am
- Followed by General Meeting: 10 – 11am
- Date: Tuesday 27 March 2018
- Venue: Foodbank WA, 23 Abbott Road, Perth Airport

Meeting closed at 4.50pm by Leisha Aberle