



Minute Book
for the Inaugural Annual General Meeting of the
AUSTRALIAN NAPPY NETWORK LIMITED
A.C.N. 128 449 187
REGISTERED OFFICE:
18 Camberwell Road Hawthorn East Victoria 3123

Date: On Sunday 30th November 2008, 9:00pm AESDT

Held At: on Skype Public Chat: 2008 Australian Nappy Network AGM via this link:
<http://tinyurl.com/ANN2008AGM>

Present:

Lara Hopkins	waawa17
Lucy Westerman	lewesterman
Michelle Prince	michelle6329
Rebekah Boldery	rhian_mike_lukas
Fiona Young	
Daniel Westerman	lewesterman
Jennifer Mok	jennifer.mok
Joanne Ipock	joanne.ipock
Amanda Walsh	amandajww
Shane Fletcher	firechildsmf
Lesley Fletcher	firechildsmf
Kirsten Bradbury	Picaini

Apologies: **Apologies with Proxies**
(Absent) Mary Donohue (**), Andrea Benham, Kira Jessup & Louise Scott
Apologies
Kim Auman, Deborah Bell, Kristy Hill, Kathryn Shaw, Amanda McCracken, Michelle Stapleton, Kirsten Way, Natalie Bryant & Kirsten Bradbury

Committee Report: **1. Welcome from ANN Secretary**

Lucy welcomed those in attendance to the inaugural Annual General Meeting of the Australian Nappy Network Ltd (ANN).

There were sufficient numbers of members present (11 + proxies) to reach quorum (at least 10 members, as our membership is currently less than 100).

Lucy moved to accept the Meeting as the 2008 Australian Nappy Network AGM.
Fiona 2nd.
Motion carried

Lucy moved to adopt of the Agenda as presented.
Daniel 2nd.
Motion carried.



2. Treasurers Report including Auditor's Report

Lucy introduced Fiona Young, our inaugural Treasurer to present the Treasurer's Report and Auditor's Report.

It is exciting to realise that the ANN is now one year old. While we officially incorporated in November 2007 we only started to take in income (from memberships and sponsors) in April 2008 and we took in \$16850 during those few months of operations. Prior to our 'opening for business' we had been undertaking some activities such as sales of t-shirts, calendars using private bank accounts and so this total also includes that income being centralised to our bank accounts. Once we had an income source we were also able pay for some of the expenses that had been outlaid by directors and other keen members for previous activities such as printing of the Modern Cloth Nappies Brochures, costs of incorporation, website domains and claims for reimbursements for Reusable Nappy Week in March 2007.

Having dealt with all of these expenses and consolidated our funds into one account we were very pleased to finish the financial year with our 'slate clean' and \$7382 in the bank to lead into preparations for October's Reusable Nappy Week. There is a basic summary of our expenses and income for 2007/2008 in the auditors report (Appendix 1). A more detailed report of spending is available for those who are interested.

We have completed our audit for the year and our accounts have been approved.

We also drew up a basic budget for 2008/2009 to give us targets to aim for in terms of our spending and income expectations. (Table 1)

<i>Income</i>	<i>Budget</i>
Sponsorship	21,425
Membership	3,010
Merchandise	3,000
Nappy Hunt	2,270
Donations	492
Grants	
Other Income	
<i>Total Income</i>	<i>\$30,197</i>
<i>Expenses</i>	<i>Budget</i>
Domain Name Registration	382
Bank fees	300
Demo Kits	100
Annual ASIC review	40
Auditing costs	700
Public Liability Insurance	550
Directors Insurance	310
Volunteer worker Insurance	310
PO Box Costs	210
Promotional Events	500



Promotional Materials	3,000
Postage	500
Trademark	500
Reusable Nappy Week	12,000
Projects	10,000
<i>Total Expenses</i>	<i>\$29,402</i>

Table 1. 2008/2009 Budget

We expected to receive about \$30,000 income in 2008/09 and spend about \$29,400.

Our current balance is \$11427.71 (taking into account some of our unpaid bills).

This puts us in a healthy financial position to start our second year of incorporation.

Lucy moved that we receive, consider and adopt the financial report for the year ended 30th June 2008

Michelle 2nd

Motion Carried

3. Sponsorship Report

Lucy introduced Shane Fletcher, our Sponsorship coordinator to present a summary of Sponsorship for our first year

In the almost 7 months we have been accepting sponsorship, we have received sponsorship from 23 Businesses, for a total of \$18 400. At the current rate we calculate we will have received \$30 000 of support from the Australian nappy businesses in our first 12 months, which is about 25% above our initial expectations for our first year.

We currently have 3 Platinum sponsors, 1 Gold sponsor, 8 Silver sponsors, 8 Bronze sponsors and 1 Grass Roots sponsor.

To date we have served 97 000 banner impressions for our sponsors, approximately 460 a day, with a Click Through Rate of over 2%. We have received positive feedback from our "clients" with one of our sponsors reporting that at least 15% of their sales was coming from the ANN Banner advertising on the Nappy Network site.

As we head into 2009, our focus is on maintaining the level of service with regards to our Banner & eZine advertising, and opening up the sponsorship for various events & projects that we want to initiate in the coming 12 months.

Daniel moved that we accept Sponsorship Report as submitted.

Fiona 2nd

Motion Carried



4. Membership Report

Lucy presented a summary of our membership status for our first year.

Membership Report for first year of operation – 30 November 2008

We have approximately 69 paid members

- Majority are from Vic & QLD (60% total), followed by NSW, WA, and the other States
- 80% want to volunteer, 20% say they maybe want to volunteer
- Approximately half have helped with ANN advocacy in the past 12 months
- 85% of memberships are annual memberships, the balance taking out 5-year memberships,
- Direct deposit and paypal are the most used methods for payments (95%), with direct deposit slightly more preferred to paypal, which attracts more administrative fees.
- 16% of those joining join as subscribers, the balance becoming members at application.
- Half of members/subscribers to date just knew about or were part of the formation of ANN, approximately 30% heard about the ANN via Nappycino, 15% via OzClothNappies and 8% other forums and methods, such as the Great Down Under Nappy Hunt.

Our focus into the new year will be on maintaining member numbers, recruiting more members to bring our numbers up moderately, establish a team (or several) from our pool of members as volunteers, helpers and advocates to help get the word out there, institute a reliable, efficient database to reduce time spent on administration.

Lara moved that we accept Membership Report as submitted.

Shane 2nd

Motion Carried

5. Secretary's Report on General Activities of ANN since incorporation

Lucy presented a summary of Activities of ANN since incorporation.

Since incorporation major achievements have been:

- * Continued consolidation of strategic direction of ANN, with incorporation and development of strategic goals.
- * Website and blog launch (Blog busiest day 18 October 2008 – 93 hits, last day of Reusable Nappy Week. Website top hits 9100 pageloads in first week of September 2008, correlating with nappy hunt. 1050 hits during Reusable in October. Average 400 hits per week, with approximately half of those being unique visitors and slightly less first time visitors.)
- * Reusable Nappy Week (October – 40 events nation wide with considerable print, radio and tv media attention; supported by local governments and businesses, with thousands of parents reached) & GDUNH x 2 (over 2000 participants for each of the 2 hunts, one in March and one in September)
- * Connections made with local governments in Victoria, NSW and WA, with potential for strong alliance to form between City of Melbourne (VIC) in the



coming months.

- * Growing recognition of ANN as reliable advocacy voice on reusable nappy issues, with media approaching ANN, and approval to have the MCN brochure in WA and other interstate child health clinics

High priority areas of focus for the coming 12 months include:

- * Increasing awareness in the community via communicating and educating health professionals and service providers – health centres, local government and hospitals, child care centres.
- * Reusable Nappy Week – October 12-18th 2009 & Great Down Under Nappy Hunt
- * Improve alliances with supportive local governments and seek to promote these as models for other governments. Work to develop recommendation for cloth friendly councils.
- * Investigate and develop further fundraising methods, such as grant applications and merchandising (building on the great success of the calendars).
- * Maintain a public presence as a community voice on reusable nappy topics as they arise - such as discussions of environment, health and other researched aspects of nappy use.

Lesley moved that we accept the Secretary's Report as submitted.

Lara 2nd

Motion Carried

Acceptance of resignation and notice of appreciation for resigning Directors/Office bearers

Mary Donohue is resigning as Director; Fiona Young is resigning as Treasurer, however staying on as Exec. Director

Lucy presented tributes of thanks to retiring Treasurer, Fiona Young (who will be staying on as a Director) and Mary Donohue, who is retiring from being a Director.

Mary and Fiona made invaluable contributions in the areas from which they are retiring. Without both of their efforts the ANN would not exist today. Both ladies were thanked.

Shane recommended a note of thanks to Mary and Fiona be minuted.

Fiona proposed that we express our gratitude more formally for Mary, that the ANN is thankful for the effort that Mary Donohue has put into our organisation from its inception.

Shane moved that we accept this expression of gratitude.

Lucy 2nd

Motion Carried

Lucy moved to thank Fiona for her significant efforts as Treasurer to date.

Daniel 2nd

Motion Carried.



6. Nomination of Directors

Fiona moved that Andrea Benham be received, considered and adopted as a Director on the board of ANN.

Michelle 2nd

Motion Carried

I would like to move that Andrea Benham be received, considered and adopted as Treasure for ANN.

Daniel 2nd

Motion Carried

Lucy moved that Kelli Haynes be received, considered and adopted as a Director on the board of ANN.

Lara 2nd

Motion Carried

7. General Business as raised in advance

None submitted.

Q&A

Shane asked if the current Directors just hold their positions or if they need to be voted in again. Fiona suggested passing a motion to confirm current directors continue on.

Lucy moved that the current standing Directors, Shane Fletcher, Lucy Westerman, Daniel Westerman, Michelle Prince, Fiona Young be confirmed as Directors for the coming year.

Michelle 2nd

Motion Carried

Jennifer asked if it is prescribed in the constitution how long Directors may hold their position. While it was not immediately clear as the constitution doesn't appear to state a number of years, the feeling was that tenure is indefinite. This was unconfirmed, and needed to be checked in the Corporations Act.

Jennifer is working on a grant application for funding to operate a project with a Victorian Multicultural Women's Sewing Group to provide skills and opportunities to disadvantaged women to sew useful products from waste materials. Jennifer is wondering how the ANN might be able to be involved with the project. *It was suggested ANN could offer promotion of the project.*

Closure: *Motion to Close the meeting at 9:45pm AESDT, 30/11/2008*

Signed as a true and correct record:

Name
Position
Date



Attachments
Appendix 1. AUDITORS REPORT