

Annual General Meeting 2017

Thursday 14 December 2017, 6pm – 7pm

HEARing CRC, Australian Hearing Hub, Macquarie University Sydney



1. WELCOME

Confirmation of a quorum
Confirmation of satisfactory communication access
Acknowledgement of Country
Identification of scrutineers

2. DRAFT MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

MOTION:

The minutes of the 2016 Annual General Meeting are accepted as a true record.

The draft minutes are enclosed with these papers at [attachment 1](#).

3. MATTERS ARISING FROM THE PREVIOUS MEETING

4. CHAIR'S REPORT

5. FINANCIAL MATTERS

MOTION:

**The 2016-17 audited financial statement is accepted as presented; and
Les Ellis and Associates is appointed as the company's auditor.**

The directors' report containing the audited financial statement for the financial year ending 30 June 2017 is enclosed with these papers at [attachment 2](#).

6. DECLARATION OF DIRECTORS IN 2018

7. MEETING CLOSED

DRAFT MINUTES
Annual General Meeting 2016
Deafness Forum of Australia
Friday 9 December 2016



1. WELCOME

Deafness Forum of Australia Chairperson David Brady opened the Annual General Meeting at 4.30pm.

Confirmation of satisfactory communication access
Confirmation of a quorum
Acknowledgement of Country
Identification of scrutineers
Admission of proxies

2. DRAFT MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

RESOLUTION

The Annual General Meeting accepts the minutes of the 2015 Annual General Meeting as a true record.

Moved: Sue Walters

Seconded: David Gibson

In favour by a majority in all membership classes¹

Carried

3. MATTERS ARISING FROM THE PREVIOUS MEETING

No matters were raised.

4. CHAIRPERSON'S REPORT

David Brady spoke about the contributions of volunteers to the organisation and the people it served.

¹ Eligible consumers voted 16/0/0, consumer assns. 8/0/0, service prov 4/0/0, ser prov assns. 6/0/0

DRAFT MINUTES
Annual General Meeting 2016
Deafness Forum of Australia
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5. TREASURER'S REPORT

RESOLUTION

The Annual General Meeting:

- **Accepts the 2015-16 audited financial statement as presented; and**
- **Appoints Duesburys Nexia as the company's auditor in 2016-17.**

Moved: Alexander Phillips

Seconded: David Gibson

In favour by a majority in all membership classes²

Carried

6. DECLARATION OF ELECTION OF DIRECTORS

The outcome of elections to fill vacancies on the Board of Directors was announced.

In the category of Deaf Consumer Nominee, a nomination was received from The Deaf Society for Jordanna Smith. An election was not required. Jordanna was appointed.

In the Ear Disorders Consumer Nominee category, a nomination was received from Whirled Foundation for Beatrice Tarnawski. Beatrice was appointed.

No nominations were received for the vacant position of Parent Consumer Nominee. This is a position that our constitution requires to be filled. Michelle Courts was co-opted for a further 12 months.

The Board of Deafness Forum of Australia in 2017 will be:

- David Brady, Hearing Impaired Consumer nominee.
- Michelle Courts, Parent Consumer nominee.
- David Gibson, Service Provider nominee.
- Peter Miller, Deaf Consumer nominee.
- Alexander Phillips, Hearing Impaired Consumer nominee.
- Jordanna Smith, Deaf Consumer nominee.

² Eligible consumers voted 16/0/0, consumer assns. 8/0/0, service prov 3/0/0, ser prov assns. 6/0/0

DRAFT MINUTES
Annual General Meeting 2016
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- Beatrice Tarnawski, Ear Disorders Consumer nominee.

7. OTHER BUSINESS

No matters were raised.

8. MEETING CLOSED

The Annual General Meeting was closed at 6pm.

Approved as a true and accurate record of the Deafness Forum Ltd Annual General Meeting 2016.

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David Brady, chairperson

Deafness Forum Limited
ABN: 49 008 587 611

Financial Statements

For the Year Ended 30 June 2017

Deafness Forum Limited

ABN: 49 008 587 611

Independent Auditor's Report to the members of Deafness Forum Limited

The directors present their report on Deafness Forum Limited (the Company) for the financial year ended 30 June 2016.

Directors

The names of the directors in office at any time during, or since the end of, the year are:

Names	Position	Appointed/resigned
David Nickson Brady	Chairperson	Nov 2015
Michelle Joan Courts	Director	Nov 2014
David Francis Gibson	Director	Feb 2015
Peter Allan Miller	Director	Nov 2015
Alexander Paul Phillips	Director	Nov 2015
Jordanna Smith	Director	Mar 2016
Beatrice Mary Tarnawski	Director	Nov 2014
Ellen Fraser-Barbour	Director	Retired Dec 2016
Thomas Forrest McCaul	Director	Retired Dec 2016

Company secretary

The following person held the position of company secretary at the end of the financial year: Stephen Lindsay Williamson JP (Chief Executive Officer).

Information on directors who served for the full financial year

David Nickson Brady Chairperson. Nominee of SHHH Australia.

David was born with a profound hearing loss and wears two hearing aids. He was raised in the country town of Armidale, NSW and remains a passionate New Englander. He has a Master of Science and Graduate Diploma in Project Management. He is the chief executive of Hear For You, a not for profit national organisation in the deafness sector that provides mentoring programs for deaf teenagers.

David is a passionate sportsman. He represented Australia at the 2005 Deaflympic Games in Water Polo and coached in mainstream sports at the representative level.

David served as a director for several sports organisations. He was appointed to the board of Deafness Forum of Australia in 2010. The following year he became the organisation's 7th Chairperson, and is the national public voice for the deafness sector.

Co-opted to the Board.

Michelle Joan Courts Michelle is a mother of two sons, one of whom experienced unilateral hearing loss at the age of seven.

A Registered Nurse, Michelle holds a Master & Bachelor of Nursing and a Diploma in Management. She specialised in Paediatric and Community nursing, with a sound understanding of the disability sector and the introduction of the National Disability Insurance Scheme. She has worked in community aged care, specialising in supporting individuals at

Deafness Forum Limited

ABN: 49 008 587 611

Independent Auditor's Report to the members of Deafness Forum Limited

home with health and social engagement taking a social view of health and welfare. She is an employee of TAFE South Australia and a member of the Australian Hearing Paediatric Advisory Committee. She is passionate about improving the lived experience of individuals by identifying and focusing on abilities while minimising limitations. Michelle joined the board in 2014.

David Francis Gibson

Nominee of Deaf Services Queensland.

David is a former Queensland parliamentarian. He served as the Member for Gympie from 2006 until January 2015.

He had raised the issue of Hearing Health in the Queensland Parliament on numerous occasions and has had academic articles published on disability engagement in the democratic process.

David joined the Australian Army in 1986 and held a variety of roles as a logistics officer before embarking on a career in media marketing and management with APN newspapers.

He has served on the boards of Bundaberg Region Ltd, Mary Valley Community Trust Ltd and as Chair of the Mary Valley Economic Development Advisory Group. He is a member of the Australian Institute of Company Directors, executive director of the Gympie Music Muster; and chair of Deaf Services Queensland. He became a director of Deafness Forum in 2015.

Ellen Fraser-Barbour

Co-opted to the board.

Ellen has lived experience of dual sensory impairment vision and hearing impairment.

She has experience both in Australia and overseas working with adults and children who have deafness and/or blindness, as well as with people who have various other conditions.

She is currently completing her honours in a Bach. of Disability and Developmental Education at Flinders University and is working in the disability sector.

Her lived experience, training and work with children and adults has reinforced to her the importance of ensuring more public awareness about the unique effects of dual sensory impairment; and the strategies and resources available to promote ease in social situations and accessibility at all levels of community.

Thomas McCaul

Nominee of Better Hearing Australia Victoria.

Tom McCaul Ph.D was born deaf and was a recipient of bilateral cochlear implants. He has a scientific background working in Australia, the USA and United Kingdom. In the past two decades he has worked in organisations that provide wide ranging services to Deaf people and people with a hearing impairment.

He served on the board of Queensland Deaf Society (now Deaf Services Queensland); and was a chairman of Better Hearing Australia (BHA) Victoria and president of BHA National.

He brings to Deafness Forum strong credentials in strategic policy development on behalf of many Australians whose interests and views we support and represent. Tom joined the board in 2014.

Deafness Forum Limited

ABN: 49 008 587 611

Independent Auditor's Report to the members of Deafness Forum Limited

Peter Allan Miller

Nominee of Better Hearing Australia National.

After losing his hearing as a young child, Peter completed his education through Deaf and mainstream schools and university, completing Bachelors and Masters degrees in Electronics Engineering and Master of Business Administration.

Peter's educational and work experiences subsequently fuelled a lifelong passion and belief that equity of access to telecommunications, social and education services is vital for the Deaf and hearing impaired communities; and best achieved through the delivery of services that are used and accepted by the wider community.

Peter was Director and Chair of the Board of Australian Communication Exchange, Director of Deaf Resources Australia and President of Deaf Education Network. He is a Life Member of The Deaf Society. He joined the Board of Deafness Forum in 2010.

Alexander Paul Phillips

Nominee of Cicada Australia.

Alexander was born profoundly deaf. With little success with powerful hearing aids, he received a Cochlear Implant at three and a half years of age.

The success of his Cochlear Implant enabled him to attend mainstream schooling and university where he completed a bachelor and master's degree in Economics, Finance and Accounting. The journey was not without its challenges. He experienced a difficult time with social inclusion and teachers who lacked understanding of the impact of hearing impairment on access to education. He now for an accounting firm specialising in insolvency.

Alexander is determined to ensure that deaf and hearing impaired people are empowered to achieve their potential and enjoy the same quality of life afforded to hearing people. His first opportunity to contribute to this goal was the co-founding a youth mentoring group with three other hearing impaired people known as WHISPA (Web of Hearing Impaired Students and Peer Alliance). He maintains his enthusiasm for promoting full access and equal opportunity for young deaf people. He joined the Board of Deafness Forum in 2013.

Jordanna Smith

Nominee of The Deaf Society.

Jordanna was born in USA. Diagnosed as profoundly deaf at one year old, she was then mainstreamed full time and used American Sign Language as her main mode of communication.

After completing her Bachelors of Science in Psychology, she decided to make the move to Australia. She then transitioned from American Sign Language to Auslan.

She currently works as Coordinator for the Employment Service department at The Deaf Society, supporting deaf and hard of hearing clients achieve and keep employment.

She has served on the board for Deaf Australia NSW as board director and president; and joined the Board of Deafness Forum in 2016.

Deafness Forum Limited

ABN: 49 008 587 611

Independent Auditor's Report to the members of Deafness Forum Limited

Beatrice Mary Tarnawski Vice Chairperson. Nominee of Whirled Foundation.

Beatrice was diagnosed in 2007 with the ear disorder Ménière's Disease. She has unilateral hearing loss, tinnitus and vestibular damage, so in addition to hearing impairment Beatrice is challenged by an ever present sensation of disequilibrium. It is this balance dysfunction and associated symptoms that she most wishes to highlight as she represents ear disorders on the executive board.

Beatrice is a committee member of Whirled Foundation (formerly Ménière's Australia), a non-profit NGO that supports people living with Ménière's Disease and other vestibular conditions.

Beatrice has worked in advertising creative for Saatchi & Saatchi, Y&R, McCann Erikson and DDB. She was elected to the Board of Deafness Forum in 2012.

Principal activities

The principal activities of Deafness Forum Limited during the financial year were to:

- Represent the needs of its constituents to government, business and community at large.
- Stage events and activities that bring profile to the needs of our constituents.

No significant changes in the nature of these activities occurred during the financial year.

Objectives and strategies

Deafness Forum of Australia is the national voice for 4 million Australians and their families living with hearing health & well being issues.

Deafness Forum has a broad membership base comprising individual consumers, consumer associations, individual service providers and service provider associations.

Deafness Forum provides the Government with access to both systemic and specific advice. It is closely connected to the 'grass roots' in its sector, to ensure Government is aware of both individual and social perspectives. It:

- Represents and promotes the health and wellbeing of people who are hearing impaired, deaf, deafblind or have a chronic ear disorder, and their families, through national consultations, information sharing and advocacy.
- Is a forum for organisations and individuals to promote these interests; and a conduit to service providers, the wider health and disability sectors, and the community.
- Encourages, conducts or aids relevant research and sharing of knowledge and experience.
- Advises the Government on strategic policy development and reform.

Achievements

A number of key activities were undertaken during the year.

Submissions

- Future of hearing services in Australia: Community Service Obligations program and the NDIS; potential sale of Australian Hearing.
- Hearing care for hospital patients
- Potential sale of Australian Hearing
- Changes to TV captions regulations
- Improving Employment Participation for people in the deafness sector

Deafness Forum Limited

ABN: 49 008 587 611

Independent Auditor's Report to the members of Deafness Forum Limited

- Hearing health issues in Aged Care
- National Disability Insurance Scheme

Events

- Libby Harricks Memorial Oration
- National Hearing Awareness Week
- National Deafness Sector Summit

Measurement of performance

The Company undertakes ongoing reviews of performance to evaluate its achievements regarding:

- Leadership: engaging with government and within the sector to strengthen our combined influence.
- Systemic advocacy: encouraging broad awareness and responses in the community aimed at enhancing the rights and welfare of our constituents.
- Stating the organisation's views with position statements and submissions that endorse Deafness Forum of Australia's impartiality, authority and knowledge of the sector.
- Partnering and Collaboration: strengthening the Company's alliance with other agencies within the sector to reinforce opportunities for strategic partnering and collaboration.

Members' guarantee

Deafness Forum Limited is a company limited by guarantee. In the event of, and for the purpose of winding up of the company, the amount capable of being called up from each member and any person or association who ceased to be a member in the year prior to the winding up is limited to \$10 per member, subject to the provisions of the Company's constitution.


Meetings of directors

During the financial year, 3 meetings of directors were held. (Teleconferences were held by committees of the Board *out of session* to address particular issues – these were not counted as directors' meetings).

	<i>Number eligible to attend</i>	<i>Number attended</i>
David Nickson Brady	3	3
Michelle Joan Courts	3	3
Ellen Fraser-Barbour	2	0
David Francis Gibson	3	1
Thomas Forrest McCaul	2	2
Peter Allan Miller	3	2
Alexander Paul Phillips	3	3
Jordanna Smith	3	3
Beatrice Mary Tarnawski	3	3

Auditor's independence declaration

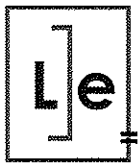
The auditor's independent report for the year ended 30 June 2017 has been received and can be found in these financial statements.



David N Brady, chair



Alexander Phillips, finance committee chair



Independent Audit Report to The Members Deafness Forum Ltd Association Incorporated

We have audited the financial statements of ANHSC- Deafness Forum Ltd Incorporated for the year ended 30 June, 2017. The association's directors are responsible for the financial statements. We have conducted an independent audit of these financial statements in order to express an opinion on them to the members of the association.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial statements are free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respects, the financial statements are presented fairly in accordance with Accounting Standards and other Mandatory professional reporting requirements and statutory requirements so as to present a view which is consistent with our understanding of the association's financial position, the results of its operations and its cash flows.

The audit opinion expressed in this report has been formed on the above basis.

Qualification


The Association, in common with similar non profit making associations, does not have a comprehensive system of internal control over income and consequently I was unable to confirm that all amounts receivable were properly accounted for. I was able to sight adequate support for income and expenditure recorded in the books of account. It is not practical to establish control over receipts until their initial entry into the accounting records. Our audit was therefore restricted to the amounts recorded as received.

Audit Opinion

Subject to the foregoing reservations, in our opinion, the financial statements of ANHSC- Deafness Forum Ltd Incorporated are properly drawn up:

- I. so as to give a true and fair view of:
 - A. the association's financial position as at 30 June 2017, and income and expenditure for the year ended 30 June 2017;
- II. to satisfy the requirements of subsection 72(2) of the Associations Incorporation Act to be dealt with in financial statements.

Les Ellis & Associates Pty



Scott Ellis CPA
Friday, October 13, 2017

Profit & Loss

DEAFNESS FORUM LIMITED 1 July 2016 to 30 June 2017

30 Jun 17

Income

Donations	12,562
Gift Fund Income	60,723
Grants Received - governments and agencies	88,500
Interest	1
Misc Income	9,808
M'ship Fees-Consumer Orgs	2,328
M'ship Fees-Individual consumers	1,567
M'ship Fees-Services Providers	691
M'ship Fees-SP Organisations	10,671
Project Income	1,000
Sponsorship Income	22,000
Unknown source income	36
Total Income	209,887
Gross Profit	209,887

Plus Other Income

Interest Earned TD #337046717	2,041
Total Other Income	2,041

Less Operating Expenses

* Wages-Staff (Gross)	110,423
*Leave Accruals	11,475
Accounting/Audit Fees	1,454
Advertising & Promotion	1,854
Bank Charges	1,702
Captioning	2,711
Computer Expenses	207
Consultancy Fees	1,600
Contractors	67,083
Depreciation-Plant & Equipment	229
Fees & Licenses	496
Hearing Loops	500
Hire Venue & Equipment	1,220
Insurance - Associations insurance	1,600
Insurance - Commercial	1,165
Insurance - Directors/Officers	620
Insurance - Workers Comp	870
Interest Paid	84
Interpreters	1,085
Membership Fees [64400]	25
Misc Expenditure	601
Office Supplies	1,038
Postage/Freight/Courier	1,725

Profit & Loss

	30 Jun 17
Printing/Copy Charges	2,165
Professional Development	50
Publications & Info Resources	804
Rent (Office) & Car Parking	17,513
Repairs & Maintenance	239
Superannuation Exps	10,490
Telephone/Fax/Internet	3,382
Travel-Accommodation & Meals	5,971
Travel-Airfares	4,913
Travel-Park/Hire/Tolls/Taxi	5,378
Total Operating Expenses	260,673
Net Profit	(48,744)

Balance Sheet

DEAFNESS FORUM LIMITED As at 30 June 2017

30 Jun 2017 30 Jun 2016

Assets

	30 Jun 2017	30 Jun 2016
Bank		
ANHSC	91,848	135,566
National Health Priority	2,327	28,316
St G #337046717 Term Deposit	86,313	84,271
StG #04063-4745 Main A/c	74,257	112,036
Total Bank	254,746	360,189
Current Assets		
Trade Debtors (Receivable)	1,738	2,875
Total Current Assets	1,738	2,875
Fixed Assets		
Less: Office Equip Accum Depn	(34,812)	(34,583)
Office Equipment at Cost	34,812	34,812
Total Fixed Assets	-	229
Non-current Assets		
Prepayments	5,482	5,505
Total Non-current Assets	5,482	5,505
Total Assets	261,966	368,798

Liabilities

Current Liabilities		
Deafness Forum Ltd - Visa Card	656	946
GST	(446)	(2,024)
Trade Creditors (Payables)	11,777	49,106
Total Current Liabilities	11,986	48,029
Non-Current Liabilities		
* PAYG Withholding Payable	-	13,076
Accrued Expenses	5,333	14,169
ANHSC Funds	91,804	117,702
ATO Owing	-	(2,645)
GST Adjustments	-	(24)
Income in Advance	60,000	22,000
NPA - Income in Advance	-	26,379
Provision - Annual Leave	16,417	9,236
Provision - Long Service Leave	10,211	5,917
Total Non-Current Liabilities	183,765	205,811
Total Liabilities	195,751	253,840
Net Assets	66,215	114,958

Equity

Current Year Earnings	(48,744)	(40,102)
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Balance Sheet

	30 Jun 2017	30 Jun 2016
Retained Earnings	114,958	155,061
Total Equity	66,215	114,958
