

# Annual General Meeting Professional Teachers' Council NSW

Saturday 21 October 2023

9:45am for 10:00am

## Minutes

**Venue:** Zoom

**Time:** 10:00am-10:30am

**Attendees:** - Denis Mootz, Karen Yager, Marshall Leaver, Brian Elliott, Keith Thomas, Wendy Ramsay, Michelle Rollins, Cheryl Brennan, Karen Binns, Jenine Smith, Nick Ward, Alex Stewart.

**Apologies:** Toni Robinson. Melinda Haskett, Grant Byrne

Item	Agenda	Who	Action	Time
1	<b>Welcome and apologies:</b>	Karen Yager	Welcome. Apologies: - Grant Byrne, Toni Robinson. Melinda Haskett.	2
2	<b>Minutes of the 2022/2023 Annual General</b>	Karen Yager	Previous meeting minutes No Business arising Moved: - Karen Yager Secunder: - Wendy Ramsay Verified	10
3	<b>President's Report-tabled</b>	Karen Yager	Firstly, a thank you for the drive and work of our CEO, David Bowne. Also thank you to all the PTC NSW Board, you are all wonderful and especially to my mentor Denis. I accept that my report has been read. The most significant achievement was PTC NSW reinstatement as an endorsed professional learning provider. One of our strategic goals is advocacy. We were successful in regaining this important accreditation because of relentless advocacy with the former Minister for Education and NESA. This achievement highlights the importance of PTC NSW as a body that supports numerous teaching associations across the state and values teachers. With the current and increasing issue of retaining and attracting teachers to the profession, PTC NSW was determined to ensure that teachers from all sectors would not have to struggle to find accredited courses and achieve maintenance. A special thank you to David Browne, our valiant CEO, for being so	15

determined and relentless in ensuring that our accredited status was returned. Moreover, thank you to the teachers from various associations who have volunteered their time to develop guidelines for associations to submit courses for approval and for making the decisions about what courses to approve. Our two accreditation panels are meeting regularly to process applications as quickly as possible with the guidance of our PL Officer Audrey Juska.

Furthermore, our focus on advocacy is evident through our meeting with the new Minister for Education and Deputy Premier Prue Car. David and I stressed the importance of PTC NSW as a peak body for teaching associations across all sectors that makes us unique. We affirmed the importance of valuing and supporting the teaching profession. Present at the meeting was the Secretary of The NSW Department of Education, Murat Dizdar, who has offered to distribute the PTC NSW member semester PL calendar to all DoE schools. It was a valuable and affirming initial meeting with regular meetings scheduled.

The other important goal for PTC NSW was increased support for our member associations. Many of our associations are small and do not have the income to support the employment of office staff. We have provided services to our members ranging from governance, website creation and maintenance, accreditation to financial support via our virtual treasure initiative. This valued support enables associations executives and committee members to focus on professional learning and advocacy. Another important achievement that flows from support for our associations, was the creation of the HALT Association. This association now has a viable body that represents its HALT members. We also support the peak national body APTA that represents all PTC's nationally through administration support.

Our awards nights continue to be a huge success. It is such an important event that is always well attended, supported and valued by our members. Volunteers who have busy lives yet still find the time to support their associations should be recognised and valued for their wonderful contributions.

A special thank you to my executive and Board members – Wendy Ramsay, Alex Stewart, Denis Mootz, Michelle Rollins, Marshall Lever, Cheryl Brennan, Keith Thomas, Toni Robinson, Jenine Smith, Brian Elliott and Grant Byrne. Your wisdom, support and commitment are greatly valued. Thank you to our amazing CEO David Browne. David is a powerhouse! He is such a dedicated, clever and committed leader who inspires us all. I also wish to commend and thank our administration team who are a great support to all of our member associations. They are professional and assist members across a range of essential services. I am very privileged and honored to work with such wonderful people. With your valued support and energy, PTC NSW has had another remarkably successful year.

4	<p style="text-align: center;"><b>Treasurer's Report</b></p> <p><b>4.1 Treasurer's Report and Financial Returns as published in the Financial Report for 2023/24</b></p> <p><b>4.2 Appointment of Auditor for 2023/2024</b></p>	<p>Brian Elliott for Grant Byrne</p>	<p>For the year ending 30 June 2023 the Professional Teachers Council NSW recorded a net loss from ordinary activities of \$18,029, compared to a net loss of \$9754 for the previous year.</p> <p>The net assets of PTC NSW as of 30 June 2023 was \$339,294 compared to \$357,323 as at 30 June 2022.</p> <p>The financial position of PTC NSW continued to be significantly impacted by the changes to the operation of our member associations and our office resulting from two significant events. COVID 19 impacted our member associations throughout this reportable financial year. This resulted in the reduction in the number of professional learning courses conducted, thereby reducing the need for administrative support and the hire of facilities.</p> <p>Until very recently, the inability of professional associations to offer accredited professional learning courses has had a significant impact on our financial position. We were not able to assist in the administration of accreditation which has reduced our secretariat income. Member associations ran limited face to face, online and hybrid professional learning courses, making some use of the PTC NSW secretariat facilities.</p> <p>We continue to have a strong asset position and have no debts which must be repaid in future years.</p> <p>Member associations have been directly supported with grants of \$500 to offset expenses incurred in their day-to-day operations.</p> <p>We are pleased to recognise the support of our Platinum Sponsor Education Perfect and are striving to develop a strong mutual relationship. Our other sponsors include Publicq Commercial and Teachers Health Ltd. We thank them for their support.</p>	10
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Treasurer and Finance Committee

Following the election at the 2023 Annual General Meeting, the Finance committee comprised Grant Byrne (Treasurer), Brian Elliott (PTC NSW Board member), Cheryl Brennan (PTC NSW Board member), Mai Mai Lin (Finance Officer, PTC NSW) and David Browne (Chief Executive Officer, PTC NSW).

During the year, the Finance Committee has met regularly to undertake tasks including monitoring PTC NSW finances, preparing related reports to PTC NSW Executive and Board and preparation of budgets.

Our annual grant from the Minister of Education was \$359,466. The PTC recognises the essential role this grant has in allowing us to provide high quality support for our member associations who support professional learning by teachers for teachers.

In this financial year PTC NSW received essential income from secretariat services provided to member associations. PTC NSW advertised this service to all member associations. Our secretariate income was slightly more than in the previous year. Secretarial support to additional associations should ensure this income remains stead.

Accounting of capitation from members has been increased due to changing in accounting standards. On a year-to-year basis, our membership income is slightly higher than in previous years. Efficiencies in administration and expanding income sources continue to support the operation of PTC NSW; however, membership fee structures have been investigated over the past 18 months.

During this time the Finance Committee has investigated, deliberated, modelled and evaluated a range of membership fee models. PTC NSW Board approved a new model for the collection of membership fees from member associations, for implementation in 2023. This is the first major change in this area for 10 years and should help maintain the future financial security of the PTC NSW.

PTC NSW has continued to co-rent office space to some member associations, and this has provided a steady income stream for PTC NSW. Thank you to CEO David Browne and to our accountant Mai Mai Lin for their work.

			<p>I move that:</p> <ol style="list-style-type: none"> <li>1. the accounts for 1 July 2022 – 30 June 2023 Financial Year be accepted</li> <li>2. Tinworth &amp; Co (Rod Laws CA) be retained as Auditor for 1 July 2023 – 30 June 2024 Financial Year.</li> </ol> <p>Moved: - Brian Elliott          Secunder: - Keith Thomas.          Verified.</p>	
5	<b>General Business</b>	Karen Yager	None.	5
6	<b>Election of Directors</b>	PTC NSW Office Manager	All positions declared vacant. All new Directors for 2023/24 PTC NSW Board of Directors announced as contained in the tabled Annual Report.	6

	<b>Meeting closed. 10:27am</b>	Next Annual General Meeting <b>Saturday 26 October 2024</b>	
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