



**2018 ISANA ACTiveNSW Annual General Meeting (AGM)  
Monday 19 November 2018**

**Sydney MLC, L48 Kookaburra Conference Room  
19 Martin Place, Sydney NSW 2000**

**AGM Open: 11.46am**

**Chair: Brett Lyon**

**In attendance:**

1. Amy Choo
2. Lyndall Benton
3. Angela Loeta-Hughes
4. Charlotte Long
5. Sharon Maher (non-member)
6. Melissa De Silva (became a member at the meeting)
7. Roseli Menezes Portugal
8. Debbie Vadasz
9. Rameela Rana
10. Peter Freeman
11. Petrina Hennessay
12. Anette Kalczynska
13. Nuala Myatt-Bocarro

**Proxies:**

1. Bronwyn Gilson
2. Moshfeka Shams
3. Tracy Rood
4. Cathy Crook
5. Carolyn Lougren

**1. Welcome and introduction and acknowledgement of country**

Chair, Brett ..., brought the meeting together and gave an acknowledgement of country.  
The Chair thanked current members and position holders.  
The Chair announced that the meeting had quorum and could proceed.

**2. Apologies**

There were no apologies.

- 3. Review of actions from previous annual general meeting**
- 4. Acceptance of minutes of previous annual general meeting**

Members were given time to review the minutes and ask any questions. No questions were raised.

Moved: Charlotte Long

Accepted: Lyndall Benton

### **5. President's report, Lyndall Benton**

This year the ACTiveNSW branch has continued to provide support and opportunity for its members through:

- \* Approval of grant projects for student involvement through the City of Sydney Youth Week
- \* Support of research projects as part of the Study NSW Partner Project Grants
- \* Significant contribution with the National Branch to organise the 2018 ISANA National Conference in Sydney; and
- \* PD sessions and networking opportunities.

My sincere thanks and appreciation is extended to the ACTiveNSW Branch committee members who have been able to keep the initiatives flowing, amidst their own full time jobs and family needs. These committee members volunteer hours/days of their time and I know the drive to serve in these roles stems from passion for the members and the industry as a whole. I would like to thank Angela Leota Hughes for her time in the role of Branch President, who stepped down to the role of Branch Vice President due to family commitments earlier this year.

The current 2018 branch committee members are:

Branch President- Lyndall Benton (Kent Institute Australia)  
Vice President- Angela Leota-Hughes (Asia Pacific International College)  
Professional Development Coordinator- Vacant  
Treasurer- Amy Choo (International Education/ACT Government)  
Communication Co-ordinator- Nuala Myatt-Bocarro (StudyNSW)  
Secretary- Charlotte Long (UNSW)

It is with regret I report that both Angela and I will be stepping down from our respective positions at the upcoming 2018 branch AGM. Angela and I both joined as committee members at the same time at the 2013 AGM and have thoroughly enjoyed the experience, development and opportunities this involvement has produced over the past 5 years. We are committed to supporting the next committee members and will remain as active ISANA members.

Outlined below are some of the notable events for 2018:

1. In March, the branch committee represented ISANA at the Lord Mayor of Sydney - International Education Reception and Student Welcome.
2. In April 2018, ISANA was again awarded a grant by the City of Sydney to arrange a public event for International Students as part of the Youth Week in the city

celebrations. The event titled 'International Youth Fest 2018' was arranged by 21 vibrant student volunteers recruited by our members. It was three months in the planning and attracted 225 participants on the day. ISANA organised this grant in collaboration with StudyNSW and then attracted the following partners to be there on the day for students:

- \* ISANA International Education Association Inc. (Organiser)
- \* City of Sydney & KGV (Organiser)
- \* Play Safe (Stall Holder)
- \* Multicultural HIV & Hepatitis Service (Stall Holder)
- \* NSW Fair Trading (Stall Holder)
- \* Fair Work Ombudsman (Stall Holder)
- \* Multicultural Problem Gambling Service (Stall Holder)
- \* NSW Health, Mental Health and Drug and Alcohol Office (Stall Holder)
- \* Surf Life Saving (Engagement Activities)
- \* Cricket Australia (Engagement Activities)
- \* Police (Engagement and BBQ)

3. In July, the branch committee represented ISANA at the International Student Leadership and Ambassador (ISLA) Program Completion Ceremony hosted by the Lord Mayor.
4. In August, the branch committee represented ISANA at the Cash cows or human capital? Perspectives on international students in Australia event.
5. With funding approved in October, we are delighted the Information For Impact: Enabling Education Providers To Address Exploitation Of International Students In Accommodation And At Work has been successfully selected as a StudyNSW Partner Project for 2018-19. ISANA NSW is a central partner in this landmark project. In addition to UNSW Sydney and UTS: Sydney, other partners include English Australia, the Fair Work Ombudsman, Redfern Legal Centre, education agents, and CISA.
6. In November, ISANA committee members will be attending the International Education Provider Forum, where Bronwyn Gilson (National Council President) will be speaking.
7. On 19th November, the branch is hosting its Annual General Meeting (AGM) and a new PD initiative, the ACTiveNSW Support Café. Participating organisations who have already confirmed for this event are the Fair Work Ombudsman, Study NSW, City of Sydney, South Eastern Sydney LHD and Redfern Legal Centre

I wish to thank our members for contributing to these projects and offering their support when it's been possible. As its time at the AGM to vote on the vacant committee member positions, we call on our members to step up, stand out, volunteer and see how great this role can be! Be engaged, be informed, be 'in the know' and be connected. We can promise one thing, how much effort you put in will directly result in how much you get out of this experience. If you love the international education sector, like supporting or driving change, are organised or have skills you'd like to share- this is the right time for you!

Moved: Nuala Myatt-Bocarro  
Accepted: Rameela Rana

**6. Treasurer's report, Amy Choo**

On 6<sup>th</sup> November 2017 when the last Treasurer Report was presented at the 2017 AGM, the branch account was in a deficit of -\$1273.03, this was due to PD reimbursement from ISANA National was not received in time when AGM was held.

For this report, we have a total income of \$5975 being PD reimbursement received from ISANA National of \$2475. We also received a grant money of \$3500 from City of Sydney for Youth Week Funding, the event was successfully held in April this year.

We had a total expenditure of \$5543.76 mostly on the Youth Week event, a total of \$3457.82 and other expenses on PD e.g. speakers, catering/resources and \$2085.94 for committees' travel for branch business.

ISANA ACTiveNSW Branch Financial Year in line with ISANA National is adjusted to be from  
30<sup>th</sup> September – 1<sup>st</sup> October

Bank opening balance as of 30 <sup>th</sup> September 2017	\$3564.03
Bank closing balances as of 1 <sup>st</sup> October 2018	\$3990.47

Expenses from 30/09/2017 - 01/10/2018	Amount \$
Youth Week Expenses	\$3,457.82
PD Expenses - PREZI & Presenter Travel	\$549.50
PD Expenses - Catering	\$440.05
PD Expenses - Committee's Travel	\$281.52
Expenses - sponsoring of committee to PD	\$289.00
President Travel Expenses	\$525.87
<b>Total EXPENSES</b>	<b>\$5,543.76</b>

Income from 30/09/2017 - 01/10/2018	Amount \$
PD Payments from ISANA	\$2,475.00
Youth Week Funding from City of Sydney	\$3,500.00
<b>Total INCOME</b>	<b>\$5,975.00</b>

Angela Loeta-Hughes added that members are given the chance to come to free or subsidised sessions, such as training in National Code changes through webinars. ISANA is waiting for delivery of online tutorial project. Hope that this will be available to members soon.

Members were informed that membership goes to ISANA national, and that Professional Development is the main source of income for the state branches. While PD may be free/subsidised for members, non-members are charged.

Treasurers report Moved: Debbie Vadasz

Accepted: Lyndall Benton

7. Nomination of ISANA ACTIVE NSW Executive Committee Vacancies:

The Chair, Brett, ran the election of Executive Committee members for an official term of 2 years.

Committee members spoke of their experience of the role and what the role entails.

**President:**

*Nominee: Anette Kalczynska*

Moved: Anette Kalcynska (self-nomination)

Second by Amy Choo

All in favour

**Vice President:**

*Nominee: Petrina Hennessay*

Moved: Petrina Hennessay (self-nomination)

Second by Lyndall Benton

All in favour

**Communications Coordinator**

*No nomination – to be filled through a special meeting at a later date*

**Planning and Development Coordinator**

*Nominee: Melissa De Silva*

Moved: Melissa De Silva (self-nomination)

Second: Amy Choo

All in favour

8. General Business:

- 2018 ISANA Annual Conference, Sydney Masonic Centre – 4-7 December  
Members and non-members were encouraged to register if they have not already done so.
- International Student Bursaries for conference attendance  
The Chair announced that 2 NSW based students had received bursaries this year. One at UNSW and one at Kent Institute.
- Planning and PD ideas for 2019  
Under 18 PD had been identified as one to run in NSW/ACT.  
Further planning to be done.

9. Other Business

No other business

**Meeting closed at 12.40pm**