

**Minutes of Annual General Meeting
Held via Zoom
Thursday 26th August, 2021**

The meeting commenced at 2:10pm.

In Attendance:

Mr. C. Murray	Mr. G. Stephens	Mr. M Shelley	Mr. A. Wilson
Mr. S. Conti	Mr. P. Mealor	Mr. D. Bucca	Mr. H. Heng
Mr. K. Pearson	Mr. I. Bailey	Mr. P. Moss	Mr. M. D'Silva
Mr. J. Heintze			

Observers:

Mr. D. Shelley	Mr. I. Turner	Ms. J. Heintze
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In Attendance by Invitation:

Mr. P. Gadsden	Ms. D. Lear	Mr. D. Martin	Mr. W. Douglas
Mr. N. Chowdhury			

Apologies:

Mr. R. Sercombe	Mr. G. Michalakellis	Ms. A. Hancock	Mr. L. Etherington
Mr. R. Bryan	Mr. B. Stevens	Mr. D. Jones	

The Chairman, Mr. Chris Murray, welcomed all members and observers and recognised, Serge Conti and Janette Heintze who were attending their first AGM.

It Was Resolved That: The Minutes of the 2020 Annual General Meeting, held via Zoom on 8th October, 2020 be accepted.

Moved: Mr. I. Bailey

Seconded: Mr. M. Shelley Carried

It Was Resolved That: The Chairman's Report, as read, be accepted.

Moved: Mr. I. Bailey

Seconded: Mr. M. Shelley Carried

It Was Resolved That: The Auditor's Report for 2020/21 be accepted.

Moved: Mr. A. Wilson

Seconded: Mr. N. Chowdhury Carried

It Was Resolved That: The Financials 2020/21 as presented be accepted

Moved: Mr. I. Bailey

Seconded: Mr. M. Shelley Carried

It Was Resolved That: Peter Gillis be appointed as Auditor for the 2021/22 financial year.
Moved: Mr. J. Heintze
Seconded: Mr. M. D’Silva Carried

It Was Resolved That: The Budget for 2021/22, as presented, be accepted.
Moved: Mr. P. Moss
Seconded: Mr. G. Stephens Carried

It Was Resolved That: That the co-operative adopts the new Rules as drafted.
Moved: Mr. M. Shelley
Seconded: Mr. I. Turner Carried

Management Team

The Management Team reported on their activities and projects undertaken.

The General Manager advised of new agreements in place: with Guala and VIP, for the supply of ROPP and plastic closures, respectively; Big Springs Water for the supply of returnable PET HOD bottles; and with AMEC Plastics for supply of both 28mm and 55mm caps for small PET and larger HOD bottles.

Throughout the year the MT attended several recycling webinars. The General Manager presented the findings of one study on consumer littering: specifically, plastic closures. The study showed the lack of and potential for consistency across the states when it comes to the handling of recycled material

The General Manager advised that nearly all members who use sugar are covered for supply through to March/April 2022. Given the continuing increase in the sugar price, this is a beneficial position. The Management Team will continue to assess global price movements.

At the beginning of the year, the group grew to 51 members with the acceptance of Ningaloo 90’s membership application, just after last year’s AGM. Our numbers reduced, at the end of the year, to 49 with ABC Filling choosing not to renew their membership and Rosehill Estate retiring from business. However, our numbers now return to 50 with the Directors approving the application of Liquid Refreshments at last week’s Board meeting.

The General Manager presented a map showing the geographical spread of members’ locations, nationally, as well as a list of the attributes and preferences that typify an ABECS member.

The Business Development Manager presented an overview of PET bottle and preform purchases during 2020/21. Bottle volumes were marginally above budget and slightly greater than the previous year. Preform purchases were in excess of budget and the previous year, due, in part, to the offtake by new members.

The General Manager gave an overview of the reasons why new rules for the co-operative were required, including: the need to refer to the Co-operatives National Law; a number of clauses no longer applied or were inappropriate; and the current rules were, broadly, out of date.

Auditor's Report

The audited accounts were presented to the members. The General Manager explained that, although 2020/21 annual subscriptions (~\$55k) were waived, because of COVID-19, the group made a profit of \$14k, which compared with the budgeted profit of ~\$15k. Broadly, rebates from suppliers were ~\$30k greater than budget and expenses were ~\$20k less than budget.

At the time of setting the budget the Management Team anticipated that COVID-19 would have a substantial effect on members' purchases and calculated supplier rebates accordingly. Fortunately, this was not the case.

On the other hand, travel restrictions, which became more widespread, did have an effect and costs associated with travel and board meetings were correspondingly reduced. Conversely, Auditor's Remuneration increased because of the need to accrue the next period's fees along with those for the current period.

Deposits for the annual conference, paid during the period, will be allocated to the 2022/23 financial year's accounts (based on the assumption the 2022 conference will actually be held).

2021/22 Budget

The General Manager provided an overview of the budget and highlighted the major points, including: reduced income from supplier rebates, due mostly to the continuing slide in demand for PET bottles; and an increase in expenditure greater than in 2020/21, although lower than budgeted for that period, including an increase in Management Team remuneration following a hiatus, which corresponded with the waived subscriptions.

Election

Messrs. G. Stephens and N. Chowdhury retired from directorship, as required by Rule 69, and offered themselves for re-election. Mr. M. Shelley retired but did not offer himself for re-election.

Mr. M. Rosenberg was nominated for election to the Board.

As there were three vacancies and three people stood, an election was not required.

Messrs. Stephens, Chowdhury and Rosenberg were, therefore, appointed as Directors for a two-year term.

Other Business

The General Manager advised members of the request by the Directors to carry out random audits of purchases from suppliers to enable comparisons with and ensure the accuracy of suppliers' quarterly rebate figures.

He also advised members that the Management Team has been requested to survey them to obtain their various paperboard layer pad dimensions and requirements with the aim being to determine whether there was potential for a group supply arrangement. The members were receptive to this survey.

The General Manager spoke about the general lack of feedback from members when potential supply opportunities were put forward by the Management Team. Even if members have no interest in offerings, their feedback would be of benefit. There was broad agreement that the Management Team should continue to put such opportunities to and request responses from members.

The Chairman thanked Mr. Shelley for his (and his family's) dedicated and extensive service to the co-operative and highlighted his many attributes. Several members added their similar comments. All members agreed.

The Chairman closed the meeting at 3:30pm.

(Chairman)

(Date)