DRAFT MINUTES

OTAS AGM

Name:	Optometry Tasmania
Date:	Saturday, 20 September 2025
Time:	1:02 pm to 1:14 pm (AEST)
Location:	Virtual, Virtual
Board Members:	John Kingshott (Chair), Lee Baumwol , Luke Burns, Nicholas Willson, Hana Jurkovic, Lisa Kingshott
Attendees:	OA & OQNT Company Secretary Catherine Roubos , CEO Skye Cappuccio

1. Protocol

1.1 Welcome and Acknowledgement of Country

Mr Kingshott opened the meeting at 1:02pm and welcomed all members and guests present.

Mr Kingshott acknowledged the traditional custodians of the lands on which we met, and paid his respects to elders past and present.

1.2 Members Present

Members and attendees present were noted as:

Name	Member number	OTas Member/Guest
John Kingshott	700021	Member
Lisa Kingshott	300981	Member
Lee Baumwol	700056	Member
Luke Burns	301131	Member
Hana Jurkovic	301701	Member
Victoria Halsey	301451	Member
Tristan Gutteridge	301468	Member
Mark Berry	100722	Member
Shane Duggan	700044	Member
Andrew Koch	700023	Member
Leanne Verbaken	300134	Member
Nicholas Willson	202563	Member
Jack Musich	303024	Member
Theresa Slaten	101813	Member
Hayley Kupke	400774	Member
Joanna Lindsay	700057	Member

Gregory Garnham	700052	Member
Martin Robinson	400406	Member
Sophie Bach	500477	Member
Frank Magupa	700071	Member
Catherine Roubos		CFO Optometry Australia
Skye Cappuccio		CEO Optometry Australia
Lisa Busuttil		Staff, Optometry Australia

1.3 Apologies

Apologies from the following were presented:

- Mr Derbyshire, Auditor
- Mr Heath Davis
- Ms Sib Payne
- Ms Stephan Witt

1.4 Proxies

Proxies from the following were received:

- Mr Heath Davis
- Ms Sib Payne
- Ms Stephan Witt

1.5 Guests

Guests in attendance:

- Skye Cappuccio, CEO Optometry Australia
- Catherine Roubos, CFO Optometry Australia
- Lisa Busuttil, Staff Optometry Australia

2. Previous Minutes

2.1 Confirm Minutes

The minutes were confirmed as presented.

The minutes of the previous AGM, held 17/08/2024, were accepted as a true and correct record.

The minutes of the previous AGM, held 17/08/2024, were accepted as a true and correct record.

Decision Date: 20 Sept 2025
Outcome: Approved

3. Matters Arising

3.1 Matters Arising

No matters were raised.

4. Reports

4.1 President Report

The President, Mr Kingshott, reported on the activities of the past year.

Mr Kingshott acknowledged the late Ms Karen Garner-Hamilton's contribution to Optometry Tasmania and noted a tribute lecture was included as part of the 2025 Tasmanian Lifestyle Congress (TLC).

The President's report was received.

The President's report was received.

Decision Date: 20 Sept 2025
Outcome: Approved

4.2 Treasurer Report (Annual Financial Statements)

The Financial Reports for the year ended 30 June 2025 was circulated in the Agenda.

The Treasurer's report was received & the Financial Accounts were approved.

The Treasurer's report was received & the Financial Accounts were approved.

Decision Date: 20 Sept 2025
Outcome: Approved

The President and Treasurer were authorised to sign the Financial Reports.

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Decision Date: 20 Sept 2025
Outcome: Approved

4.3 Secretary Report

The Secretary's report was circulated in the Agenda.

The Secretary's report was received.

The Secretary's report was received.

Decision Date: 20 Sept 2025
Outcome: Approved

5. Election of Council

5.1 Election of Directors

The President reported that 4 nominations had been received for the 4 positions on the Board of Management and that the nominations were signed by current members.

Nominations Received:

- Lee Baumwol
- Hana Jurkovic
- Lisa Kingshott
- Rebecca Youd

The President declared elected, the following members:

- Lee Baumwol
- Hana Jurkovic
- Lisa Kingshott
- Rebecca Youd

The President declared the following members elected: Mr Baumwol, Ms Jurkovic, Ms Kingshott, Ms Youd

The President declared elected, the following members:

- Lee Baumwol
- Hana Jurkovic
- Lisa Kingshott
- Rebecca Youd

Decision Date: 20 Sept 2025
Outcome: Approved

6. Appointment of Auditor

6.1 Appointment of Auditor

The President presented the resolution that Mike Derbyshire, of Bentleys Tasmania Audit Pty Ltd be appointed Optometry Tasmania auditor.

It was resolved that Mike Derbyshire of Bentleys Tasmania Audit Pty Ltd be appointed OTas auditor.

It was resolved that Mike Derbyshire of Bentleys Tasmania Audit Pty Ltd be appointed Optometry Tasmania auditor.

Decision Date: 20 Sept 2025
Outcome: Approved

7. Other Business

7.1 Other Business

The President called for any other business.

There being no other business, the President called the meeting closed at 1:14pm.

8. Close Meeting

8.1 Close the meeting

Next meeting: OTas Board meeting - 27 Oct 2025, 6:32 pm

Approved decisions made between meetings

Strategic Futures Project

1. The Board APPROVE Optometry Tasmania's involvement in the Strategic Futures Project (Project), consistent with the Strategic Futures Project GANTT Chart (attachment iv), ASSPL's Proposal (attachment i) and standard Contract of Engagement (attachments ii & iii).
2. The Board AUTHORISES the President/Treasurer to sign the following:
    a. Strategic Futures Project Memorandum of Understanding (MOU) [V2, 18 July, Final for Review and Decision] (attachment ii)
    b. Project Working Group Terms of Reference (PWG ToR) [V2, 17 July, Final for Review and Decision] (attachment iii)
3. The Board AUTHORISES the Secretariat to expend funds on the Project consistent with the aforementioned documents, approximately $2,500 ($130k x 2%).

6 Supported: Lee Baumwol , Hana Jurkovic , Lisa Kingshott , Luke Burns , Nicholas Willson , Rebecca Youd

0 Opposed:

0 Abstained:

Decision Date: 3 Sept 2025
Outcome: Approved

Signature:_____ **Date:**_____