



A compassionate world where all are valued and supported
to live joyful, meaningful and sustainable lives.

Annual General Meeting

Financial Year Jul 2021 – Jun 2022
Sunday, 27 November 2022



Agenda

1. Welcome
2. Apologies
3. Minutes of previous AGM
4. Chairman's Report
5. Management Report
6. Audit Report & Financial Statements / Auditor Appointment
7. Member Appointments
8. Board Appointments
9. Other Business

2. Welcome, Apologies & Quorum

The Chairman, Davin Shellshear, welcomed everyone present and on teleconference to the AGM of Dharma Care Inc..

Present:

- Davin Shellshear (Chairperson)
- Markus Fraval (Director)
- Maria Blake (Vice Chairperson)
- Arif Matthee (Treasurer)
- Marcus Mackay
- Ruth Mackay
- Rashidah Pope

Present:

- Irwan Wyllie (CEO & Returning Officer)

Apologies

- Miyako Armytage

Quorum

Article 29.2: Five members present (being members entitled under this constitution to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.

There being 7 Members present, a quorum was declared.

3. Minutes of Previous AGM

- ▶ The Minutes of the previous AGM have been circulated to all members.
- ▶ Any questions or amendments?

Motion: that the Minutes of the previous AGM be accepted as a true record.

- ▶ Moved: Davin Shellshear
- ▶ Seconded: Arif Matthee
- ▶ Passed: Unanimous

4. Chairman's Report

Dharma Care Inc (DCI)

- ▶ An incorporated association (NSW)
- ▶ A registered charity (Subtype: Public Benevolent Institution)
- ▶ Deductible Gift Recipient (DGR) status, fringe benefit, income tax & GST exemption, NSW stamp duty exemption
- ▶ Registered in all states for public fundraising
- ▶ An Associate Member of SDA & SDIA

Constitutional Objective

To provide housing, recreation and rehabilitation facilities, educational and any other programs or needs to vulnerable and marginalised people, or anyone in need of care; whenever or wherever the need arises and can be met by the resources of Dharma Care.

4. Chairman's Report

Board Members

- ▶ 2021 - 2022 Board: Davin Shellshear, Arif Matthee, Miyako Armytage, Markus Fraval, Rashidah Pope, Maria Blake
- ▶ The gender-balanced Board has provided an excellent array of skills in senior mgt, finance, marketing, administration, aged care, education, architecture, HR Mgt, and charitable projects.
- ▶ Thank you to Board members for their commitment, time and skills.

The Team – Board & Executive



Davin (Chair)



Miyako



Arif



Markus



Rashidah



Maria



Irwan (CEO)



Darren (DCEO)

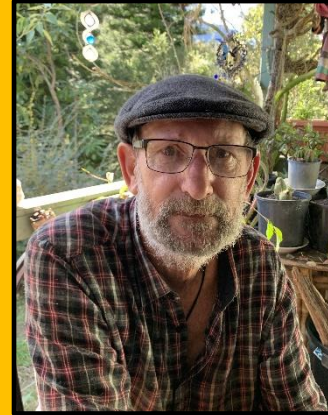
The Team – Admin & Sine Cera



Richard
Admin Officer



Helen
Admin/Training



Tim
SC Mgr



Greg
SC A/Mgr



Stephanie
Bridie
Joe
John
Karen
Raven
Lily
Mikey
Jolly
Jade
Brenten

4. Chairman's Report

DCI Governance & Regulatory Compliance

- ▶ Met all reporting obligations to ATO, ACNC, NSW Fair Trading and State fundraising regulators.
- ▶ The Board met each month and on other occasions for strategic planning.

DCI Management & Staff

- ▶ Since Jan 2016 - Irwan Wyllie F/T CEO
- ▶ May 2022 – Darren Sutton appointed as 0.6 FTE Deputy CEO
- ▶ Admin Mgt – 0.4 FTE Richard Merton + 1 P/T Volunteer
- ▶ Sine Cera Mgr: Tim Freeman (F/T contractor)
- ▶ Sine Cera Team : 12 P/T Subcontractors
- ▶ Total Team (management & contractors): 17

Chairman's Report

Organisational Maturity

- DCI Organisation & Board Maturity Models in use
- Subcommittee System working well
- Risk Management, Compliance & Due Diligence Systems
- Complete suite of 42 Policies

DCI Communication

- Monthly Board Minutes & Management Reports to Members
- Members and DCI subscribers notified of all fundraising activities
- Members & donors receive project reports
- Monthly newsletter instituted
- Weekly social media posts implemented
- DCI Roadshow by CEO to all Subud groups except Darwin where Maria spoke about DCI during her visit
- Effective collaboration between SDIA & DCI
- Donations for 2021–22 \$220,975 (incl in-kind).

4. Chairman's Report

Membership

Hon. + Paid Membership at 30 June 2022 = 31 (no change)

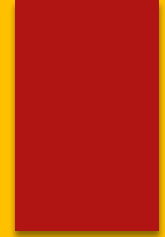
Hon. Members			Paid Members		
1	Armytage	Stephen	1	Armytage	Miyako
2	Fraval	Dahlan	2	Blake	Maria
3	Gleeson	Alexis	3	Cash Harvest P/L	
4	Hamalis	Alia	4	Durham	Rasjida
5	Hamalis	Diamantis	5	Fraval	Markus
6	Jacobs	Iliana	6	Ismail	Faldi
7	Mackay	Marcus	7	Johnson	Rasjad
8	Mackay	Ruth	8	Jones	Latimah
9	McDonald	Irma	9	Jones	Ronald
10	New	Marianni	10	Matthee	Arif
11	Raven	Leonora	11	Magnusson	Raphael
12	Raven	Muhsin	12	Mitchell	Stuart
13	Shellshear	Denise	13	Pope	Rashidah
14	Smart	Harris	14	Ray	Bruce
			15	Shellshear	Davin
			16	Thomas	Gregory
			17	Vaughn	Osanna

Strategic Priorities (2021-24)



- ▶ Build financial sustainability through effective communications
- ▶ Build organisational capacity, incl risk, asset and compliance management systems
- ▶ Expand social enterprise activities
- ▶ Build effective and compassionate charitable activities and partnerships

Gratitude



The Board expressed its gratitude to:

- ▶ DCI Members for their continuing generosity and support.
- ▶ Retiring Board members, Miyako Armytage and Rashida Pope, for their roles as Board members in 2021-22.
- ▶ All donors who contributed to DCI charitable projects.
- ▶ Irwan Wyllie for his dedication, effort and expertise in leading and building Dharma Care over the past year.
- ▶ Darren Sutton (DCEO) for his invaluable marketing expertise.
- ▶ Arif Matthee whose donations, loans and commitment over many years have supported Dharma Care.
- ▶ The team at Sine Cera – Tim Freeman (Mgr) – as always a huge effort & Greg Hotko (Asst Mgr) + volunteers and contractors for a huge effort
- ▶ Richard Merton, Admin Officer, who provides an invaluable array of skills.

5. Management Report

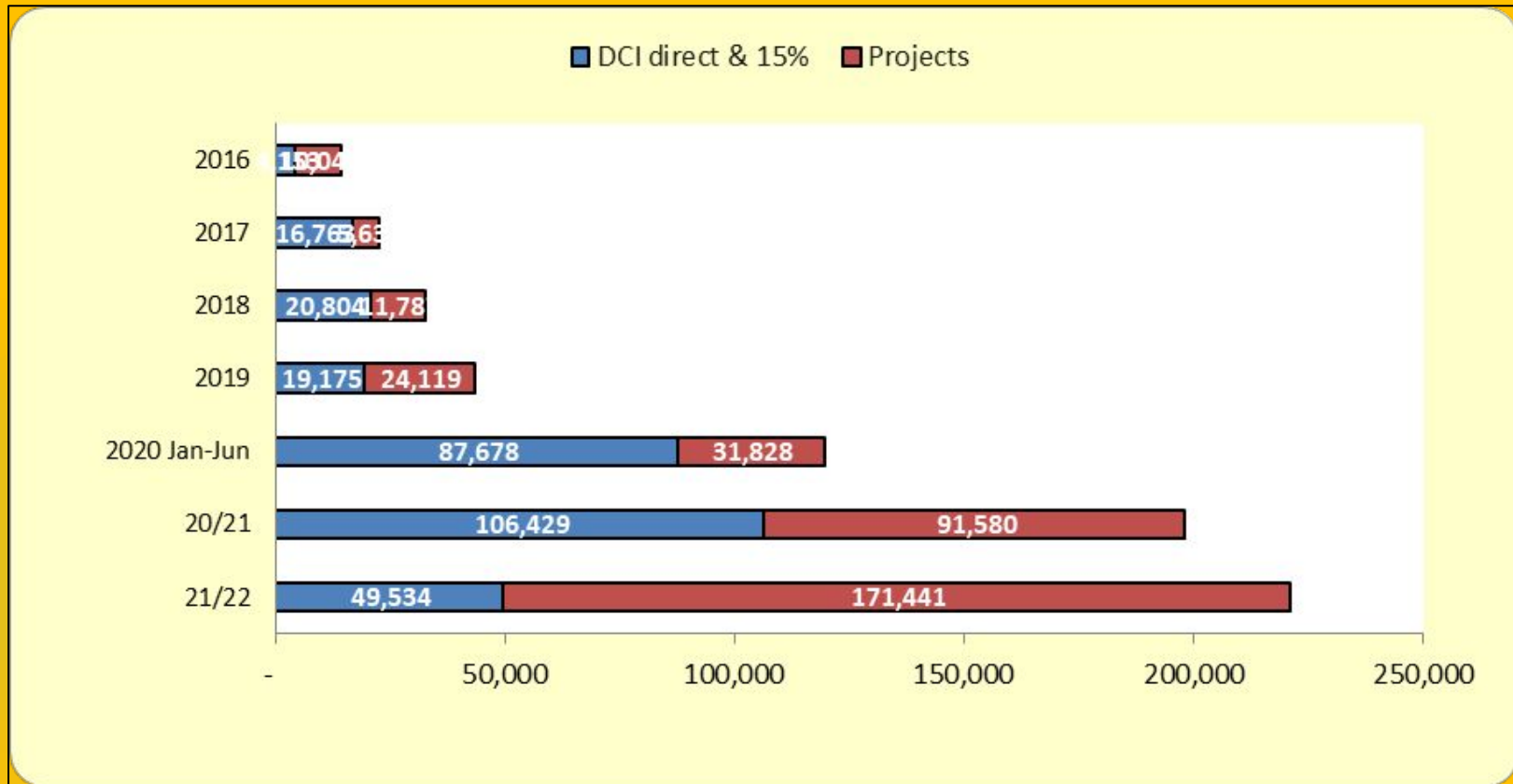
Achievements This Period

- ▶ Survived COVID, Floods, Landslides – Limited Revenue
- ▶ DCEO Appointment in May
- ▶ Improved marketing / public presence
- ▶ Increased repeat business at Sine Cera
- ▶ Ongoing renovations at Sine Cera
- ▶ Growth in DCI operations team from 6 to 17
- ▶ Harmonious & effective Board interaction
- ▶ Expansion of Australian projects to include flood relief and emergency temporary housing for the homelessness
- ▶ Increased community collaborations through Kyogle and Pottsville Neighbourhood Centres
- ▶ Continued donation growth – in particular public donations



Management Report

Growth in Total Donations 2016-22



\$650,966

Projects + DCI from 2016 to 30/06/22

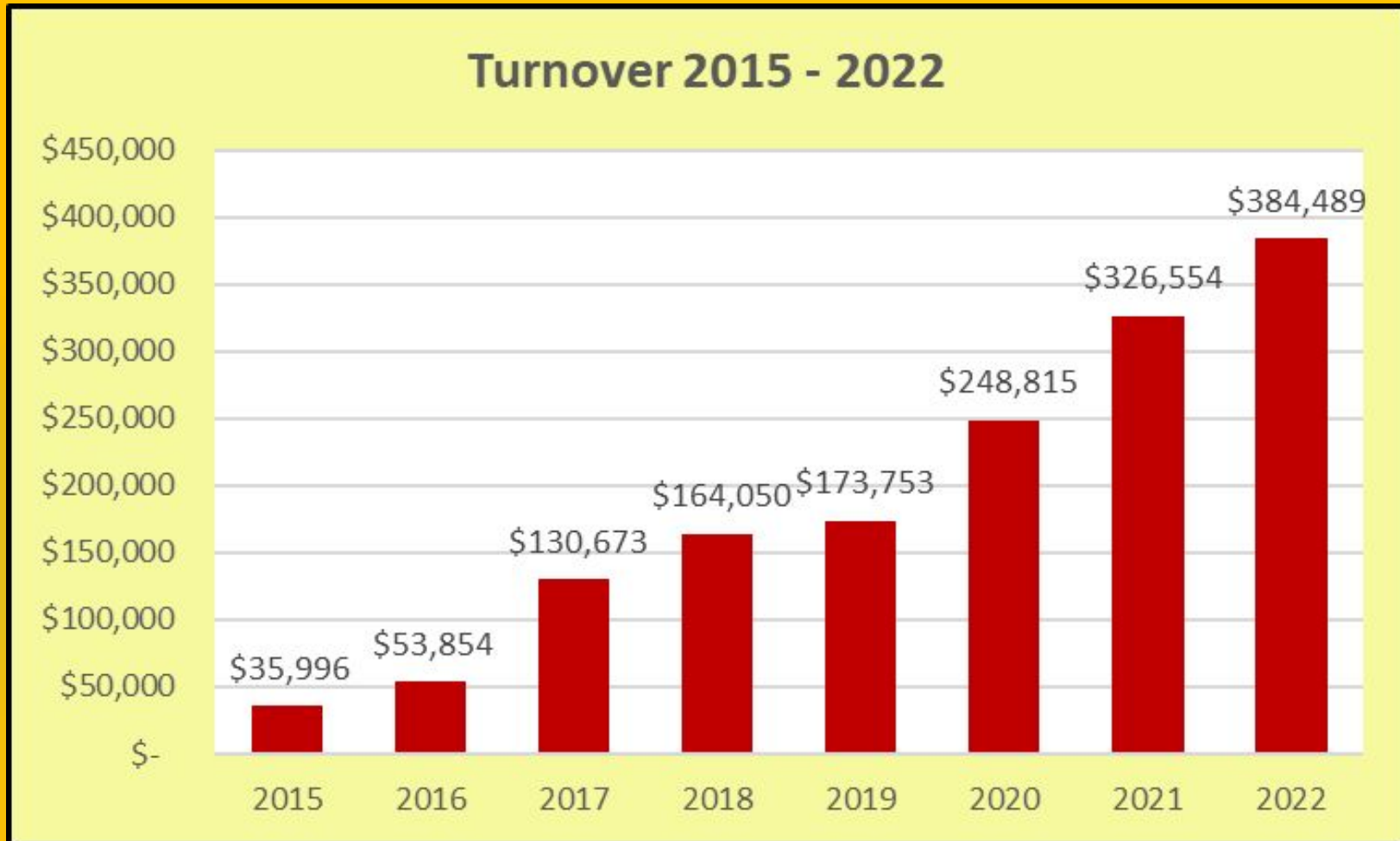
111

Individual Donors

2016 – 19 = Calendar Year
2020 + = Financial Year

Management Report

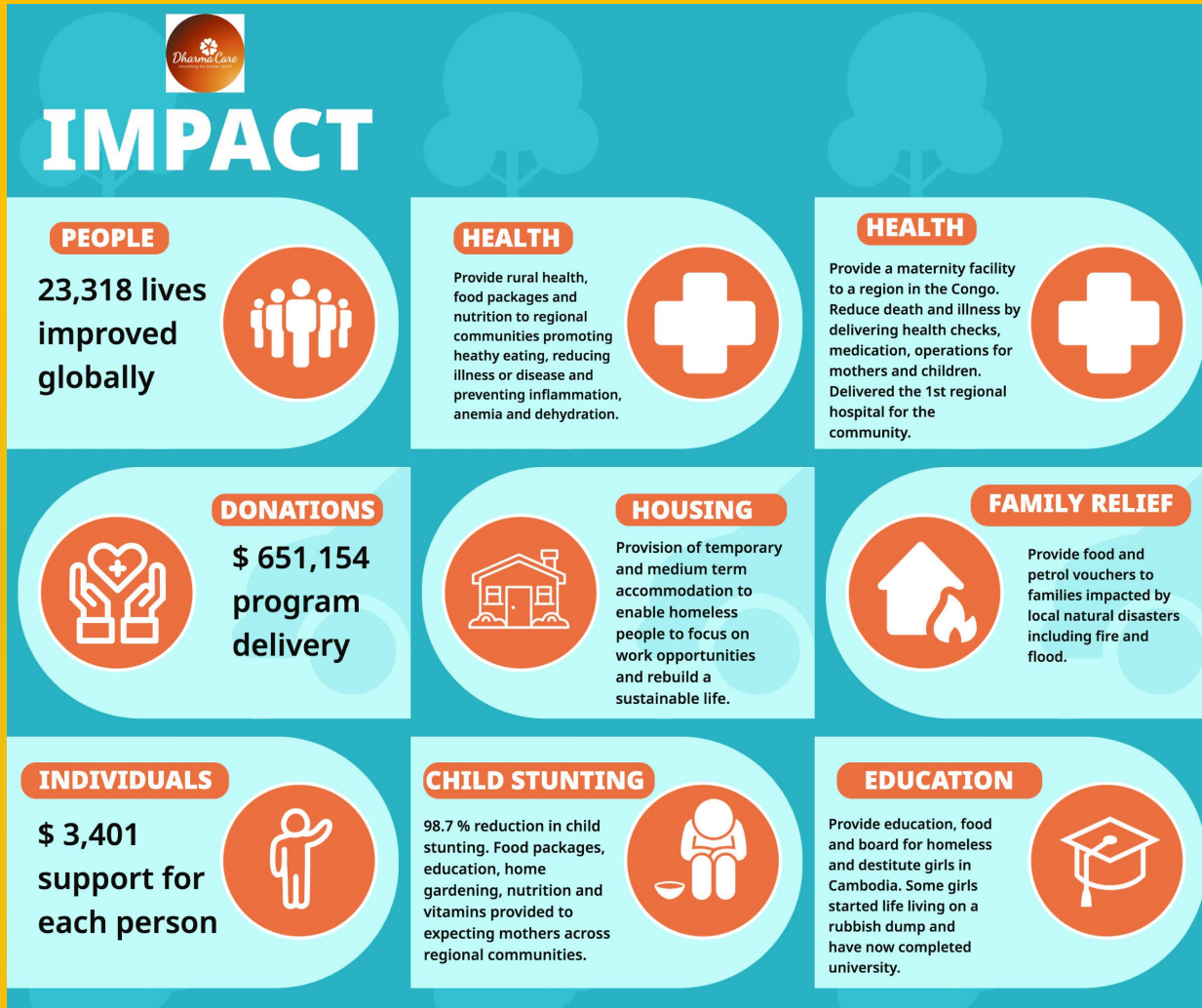
Ongoing Turnover Growth 2013-22



Turnover = SC Rev + Donations + Grants
2013 – 2020 = calendar year; 20/21 = financial year

Management Report

Commenced tracking the impact of charitable projects



Management Report

▶ Continued Support for DCI Charitable Projects

▶ **\$11,867 - YUM Child Stunting Prevention**

Program - 450 babies + 250 pregnant & breastfeeding mums in 18 villages

▶ **\$27,507 - Srey Lak Program for Girls, Cambodia** – 13 girls

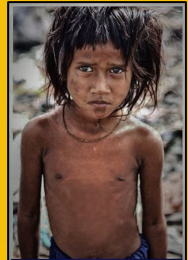
▶ **\$62,050 - Borneo International Football Foundation** – Kalimantan (health, nutrition, education, COVID relief, football)

▶ **\$9,075- YUM COVID Health Program & Food Relief, Indonesia** - for rural elderly poor & unemployed due to COVID

▶ **\$13,919- Congo Maternity Hospital** - serving community of 200,000

▶ **\$19,710 - Flood Relief NSW** – food & household vouchers

▶ **\$65,000 – Emergency Housing in NSW**



Management Report

- ▶ **Increased regular donations to DCI**
 - ▶ From 10 donors (\$830 pm) to 15 donors (\$1400 pm)
- ▶ **Total Donors 2021-22 FY**
 - ▶ 48 individual donors (last year 51)
- ▶ **Total Donors 2016-22**
 - ▶ 111 individual donors
- ▶ **Continued Progress on Community Housing Project**
 - ▶ Knight Frank Feasibility Study completed
 - ▶ Initial funding discussions with CBA

Management Report

▶ **Increased DCI's Public Profile**

- ▶ DCI listed on 12 websites and social media platforms.

▶ **Building Organisational Maturity**

- ▶ Refined Compliance Management System
- ▶ Extensive Operations Manual
- ▶ Ongoing improvements to administrative & reporting systems

▶ **Operating Profit**

- ▶ \$44,500 (down from \$144,029 in 20/21 that included one large grant and one large one-off donation)

▶ **Net Profit**

- ▶ \$61,271 (down from \$156,925 in 20/21 that included one large grant and one large one-off donation)

▶ **Loans to DCI**

- ▶ Paid down \$9,818 in historical no-interest long-term loans to DCI

▶ **Total Non-current Assets**

- ▶ Increased from \$1,230,971 to \$4,772,894 due to asset improvements and asset revaluation approved by auditors.

Management Report

Next Steps

- ▶ Expand local activities – **Goal: Temp Housing, CHP**
- ▶ Build financial sustainability & admin capacity
 - ▶ Admin Officer to 3 days pw – **Goal: to release CEO**
 - ▶ Build SC revenue – **Goal: \$300k pa**
 - ▶ Build brand awareness – **Goal: Inc. soc media traffic**
 - ▶ Corporate donations – **Goal: \$30k pa**
 - ▶ Other public donations – **Goal \$50K**
 - ▶ Bequests – **Goal: 10 people**
 - ▶ Mthly DCI donations - 15 reg. donors = \$1,400 pm. **Goal: \$2,000 pm.**
- ▶ Continuous improvement of governance systems
 - ▶ Maturity Model
- ▶ Progress Dharma Care's social enterprise activities
 - ▶ Research Community Housing project
 - ▶ Implement Temporary Housing solutions
 - ▶ Continue Sine Cera renovations

6. Audit Report & Financial Statements / Auditor Appointment

The Auditor's Report & DCI's accounts for July 2021 – Jun 2022 have been circulated to members.

Auditors: Armada Accountants & Advisers

18 Sangiorgio Court Osborne Park WA 6017, Locked Bag 4 Osborne Park DC WA 6017. T:(08) 6165 4000, F: (08) 6165 4067,
E: info@armada.com.au

Motion: That the July 2021 – Jun 2022 Financial Statements & Auditor's Report be accepted.

Moved: Maria Blake

Seconded: Davin Shellshear

Passed: Unanimously

7. Member Appointments

There were no new Member appointments.

8. Board Appointments

CEO acted as Returning Officer. Absent members sent voting forms for the nominees. Results below.

In accordance with the DCI Constitution, the current Board formally resigned.

Nominations received for Board positions for November 2021:

▶ Davin Shellshear	19 votes	Appointed
▶ Arif Matthee	19 Votes	Appointed
▶ Markus Fraval	19 Votes	Appointed
▶ Maria Blake	19 Votes	Appointed

10. Other Business

- ▶ Next Board Meeting: 27 Nov 2022
- ▶ Next AGM: Nov, 2023
- ▶ There being no other business, the Meeting was closed.



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