

PORTARLINGTON NEIGHBOURHOOD HOUSE

MINUTES OF ANNUAL GENERAL MEETING 2026

Date: Tuesday, 15 October 2026

Venue: Parkview Room, Parks Hall

Chairperson: Sue Jager

Attendance Present:

Members: Eleanor Beasley, Paul Byrne, Chris Callan, Jeff Callan, Diane Chaffers, Mark Chaffers, Jackie Chase, Jan Clark, Helen Georgiou, Nanette Griffiths, Katie Hall, Robyn Hope, Grace Hough, Paul Hough, Sue Jager, Marg Jucker, Diane Kolomeitz, Rob Kolomeitz, William Lussier, Jenny Macaulay, Geoff McDonald, Jackie Milne, Shane O'Brien, Jude Oakley, Jillian Rees, Murray Rees, Carmen Spiteri, Leonard Spiteri, Lorraine Stokes, Gemma Tobschall, Julie Walker, Angela Wardell-Johnson, Grant Wardell-Johnson, Anne Whisken, Hayden Whisken, Jacquie Wissenden

Visitors: Fran Fogarty (NHBarwon Network Coordinator)

Staff: Rob Sztogryn (Program Manager), Kate Hayes (Office Administrator)

Apologies: Alison Marchant (MP), Bev Gimson, Rita Oliver, Phyllis Perry, Brian Sandow, Pauline Sandow

Proxy votes received: 1 (as filed)

1. The meeting opened at 5.00pm

Sue Jager, Vice President of the Committee of Management, welcomed all present and acknowledged the Country of the Wadawurrung, traditional owners of the land.

Hard copies of the Annual Report, Finance Report, draft Minutes of the 2025 AGM, and meeting Agenda were provided at the meeting.

The members of the current Committee of Management introduced themselves and stated their roles.

2. Annual Survey Overview

Angela Wardell-Johnson, Committee of Management member, presented some findings of the survey she and Grant Wardell-Johnson carried out recently. 165 members had participated in the survey and the initial results showed that PNH was providing a very valuable and much appreciated service to the members and to the community.

3. Website and Facebook update

Kate Hayes, Administrative Assistant, presented a summary of the many changes that she has made to the PNH website to improve accessibility and appearance. The website now better supports communication with members, volunteers and the wider community. She was also able to show the much-increased use of Facebook providing valuable additional means of communication.

4. Advertising Signage Update

Rob Kolomeitz, Committee of Management member with the Marketing portfolio, presented the completion of new signage on the front window of Parks Hall, Sponsors pull up banners, and progress-to-date on the installation of an electronic sign at the Portarlington Primary School. The sign will allow better advertising to the community of PNH events.

5. Confirmation of a quorum present was announced by Jackie Chase, President of the Committee of Management

6. Minutes of Annual General Meeting held on 23 October 2025

Motion: That the Minutes of the Annual General Meeting held on 23 October 2025 be received. Moved: Grace Hough, Seconded: Mark Chaffers

7. Annual Report 2025-26

The President, Jackie Chase, presented the Annual Report highlighting 2025-26 achievements against the strategic goals of the five-year Strategic Plan 2025-2031 (an updated version of the 2021-25 Strategic Plan). In summary, 2025-26 was a successful year for PNH

- *Memberships* numbers increased slightly
- *PNH Program* participation in member Activities grew, while program hours did not, indicating more participants in the existing activities.
- *PNH Culture* continues to be strong, demonstrated by strong participation data, an excellent volunteer rate, and minimal complaints.
- *Governance & Administration* in 2025-26 focussed on planning, sustainability and continuous improvement. New DFFH guidelines and reporting requirements were implemented to meet funding and compliance requirements. Reduced state government funding of Neighbourhood Houses has resulted in considerable financial pressure.

The Program Manager, Rob Sztogryn, presented his report describing a dynamic and rewarding year with a happier and more welcoming atmosphere at PNH.

Mark Chaffers, Committee of Management member with the Risk and Compliance portfolio, summarised the reviews of regulations, policies and audits achieved in 2025-26

Motion: That the Annual Report 2025-26 be accepted.

Moved: Jackie Chase Seconded: Sue Jager

8. Financial Report

The Treasurer, Geoff McDonald, presented a summary of the Financial Report for 2025-26, using a series of slides to show the year's activity and financial outcome for each of the various cost centres.

Summary of Financial Results 2025-26

Total equity:	\$203,647.84	(\$207,022.13 in 2024-25)
Total income:	\$213,436.62	(\$207,440.08 in 2024-25)
Total expenses:	\$216,810.91	(\$192,952.04 in 2024-25)
Loss for 2025-26:	-\$3,374.39	(Surplus \$14,488.04 in 2024-25)

Motion: That the financial report for the year ended 30 June 2026 be accepted.

Moved: Geoff McDonald, Seconded: Jackie Chase

9. Election of members to the Committee of Management conducted by the Returning Officer Shane O'Brien

All Committee of Management places were declared vacant.

6 nominations received, and accepted, for the following positions: -

Executive roles:-

- President: Jackie Chase
- Vice-President: Sue Jager
- Secretary: Grace Hough

General Members: -

- Mark Chaffers
- Rob Kolometz
- Jacquie Wissenden

4 General member positions remain unfilled.

Nominations from the floor were invited.

No nominations from the floor received.

The portfolios will be allocated at the first Committee of Management meeting.

10. Thank you presentations

Incoming President Jackie Chase took the chair, welcomed back the new committee and thanked the retiring committee members Geoff McDonald, Marg Jucker, Margaret Belfrage and Angela Wardell-Johnson.

Marg Jucker was presented with a certificate, gift and flowers for her contributions to the Committee of Management for many years, spanning 2010-2026, and also her active involvement with the Social Events Team, which is ongoing.

11. The meeting closed at 5.50pm