



AGENDA

Seventeenth Annual General Meeting of the
Far North Queensland Regional Organisation of Councils
to be held following the FNQROC Board Meeting on
Monday 14 September 2009
in the Civic Reception Room, Ground Floor
Cairns Regional Council
119 – 145 Spence Street, Cairns

1. Chairman's Opening Remarks
2. Apologies
3. Confirmation of Minutes:
 - o Sixteenth Annual General Meeting 5 September 2008 1 – 3
4. Treasurers Report
 - o Profit & Loss for 2008/09 Financial Year 4 - 5
 - o Balance Sheet for 2008/09 Financial Year 6
5. Election of Chair
6. Election of Deputy Chair
7. Appointment of Secretariat
8. Appointment of Treasurer
9. Appointment of Auditor – Queensland Audit Office
10. Payment of Honorarium to Chairman
11. Conclusion



MINUTES

Of the sixteenth Annual General Meeting of the
FAR NORTH REGIONAL ORGANISATION OF COUNCILS
held at Cairns on Friday, 5th September 2008

ATTENDANCE:	Cr Julia Leu	Cairns Regional Council
	Cr Bill Shannon	Cassowary Coast Regional Council
	Terry Brennan CEO	Cassowary Coast Regional Council
	Cr Peter Scott	Cook Shire Council
	Steve Wilton CEO	Cook Shire Council
	Cr Val Schier	Cairns Regional Council
	Cr Tom Gilmore (Chair)	Tablelands Regional Council
	Ian Church CEO	Tablelands Regional Council
	Cr Desmond Taley	Wujal Wujal Aboriginal Council
	Peter Opio-Otim CEO	Wujal Wujal Aboriginal Council
	Brett Grosser	Cairns Regional Council
	Cr Colin Burns	Cook Shire Council (observer)
	Cr Danny Lee	Cook Shire Council (observer)
	Darlene Irvine	FNQROC
	Susan Ponticello	FNQROC
Apologies:	Noel Briggs CEO	Cairns Regional Council
	Cr Andrew Lancini	Hinchinbrook Shire Council
	Robert Clark CEO	Hinchinbrook Shire Council
	Cr Percy Neal	Yarrabah Aboriginal Shire Council
	Leon Yeatman CEO	Yarrabah Aboriginal Shire Council

872	CHAIR OPENING REMARKS
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The Chair declared the meeting open at 1.15pm and welcomed everyone to the meeting. He reiterated the opening remarks made at the ordinary meeting number 75 held earlier in the day.

873	CONFIRMATION OF MINUTES
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As no member of FNQROC was present at the last Annual General Meeting, it was

Noted
“That the minutes of the fifteenth Annual General Meeting held on 3rd August 2007 be confirmed.”

874	TREASURER’S REPORT
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MOVED: Cr Bill Shannon
SECOND: Cr Val Schier

That the Profit and Loss and Balance Sheet for the period 1 July 2007 to 30 June 2008 as circulated be adopted with the Queensland Audit Office still to complete its audit of FNQROC.

CARRIED

875	ELECTION OF CHAIR
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The board positions were declared open and the Secretary called for nominations for the position of Chair.

Cr Tom Gilmore
NOMINATED by Val Schier
SECONDED by Peter Scott
There being no further nominations Cr Tom Gilmore was declared elected as Chair of FNQROC.

876	ELECTION OF DEPUTY CHAIR
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The Chair called for nominations for the position of Deputy Chair.

Cr Val Schier
NOMINATED by Peter Scott
SECONDED by Bill Shannon

There being no further nominations, Cr Schier was declared elected as Deputy Chair.

877	APPOINTMENT OF SECRETARY AND TREASURER
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Noted

"That the position of Secretary and Treasurer be filled by the FNQROC Executive Officer, Ms Darlene Irvine."

878	APPOINTMENT OF AUDITOR
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Declared to be appointed.

"That the Queensland Audit Office undertake the 2007/2008 Audit."

879	PAYMENT OF HONORARIUM TO CHAIRMAN
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MOVED: Cr Bill Shannon

SECOND: Cr Peter Scott

"That a payment of \$2,500.00 be made to:

- a) Jimman Pty Ltd (an entity in which the previous Chair, Jim Chapman, has an interest) for his work on behalf of the FNQROC over the period August 2007 to March 2008, and*
- b) Cr Tom Gilmore for his work on behalf of FNQROC over the period May 2008 to September 2008."*

CARRIED

880	CONCLUSION
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There being no further business the meeting was declared closed at 1.25 pm.

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CHAIR

Far North Queensland Regional Organisation of Councils
Profit & Loss
 July 2008 through June 2009

	Jul '2008 - Jun 2009
Ordinary Income/Expense	
Income	
FNQROC	
Annual Contribution	128,454.00
FNQROC Board	45,060.00
Short Term Projects	30,000.00
Total FNQROC	203,514.00
Pest Management	76,592.18
Regional Road Group	
RRG Administration/Capability	135,250.00
Total Regional Road Group	135,250.00
Total Income	415,356.18
Expense	
Audit Costs	4,305.00
Bank Service Charges	294.26
FNQROC Board Expenses	
Board Meetings	654.64
Chair's Honorarium	5,000.00
Membership fees	118.18
Total FNQROC Board Expenses	5,772.82
Minor Projects	
Avance Cairns	0.00
Climate Change working Group	35,289.35
FNQ2025	1,483.72
Freight Study	10,000.00
Regional GIS	2,159.90
Minor Projects - Other	3,000.00
Total Minor Projects	51,932.97
Miscellaneous	
Conferences	1,761.84
Misc Meeting Expenses	723.14
Miscellaneous - Other	514.85
Total Miscellaneous	2,999.83
Payroll Expenses	
FNQROC	72,529.84
On Costs - Annual Leave	8,905.21
On Costs - Long Service Leave	2,634.91
Total Payroll Expenses	84,069.96
Regional Development Manual	
Meeting Expenses	1,189.46
Regional Development Manual - Other	2,358.61
Total Regional Development Manual	3,548.07
Regional Pest Management	
Climate change subsidy 2008	2,222.22
Conferences	2,198.87
Hymenachne Project	192,251.13
Meeting Expense	3,128.60
Misc	947.99
Mobile Phone	1,045.34
Office Expenses	434.85
Pest Stationery	138.59
Reg Pond Apple/Hymenachne Strat	5,048.99
Regional Deer Project	9,908.00
Salaries	37,110.17
Travel Expenses	2,761.86
Vehicle Lease	15,350.29
Total Regional Pest Management	272,546.90

Far North Queensland Regional Organisation of Councils
Profit & Loss
July 2008 through June 2009

	<u>Jul '2008 - Jun 2009</u>
RRG Expenses	
Consultancy Expenses	77,782.11
Meeting Expenses	8,791.52
Reg Asset Management Strategy	5,029.95
Road Data Collection	86,778.20
Seminars	2,759.64
RRG Expenses - Other	483.94
Total RRG Expenses	<u>181,625.36</u>
Seminars & Meetings	
Accommodation	760.58
Travel Expenses	
Flights	807.33
Fuel	9.09
Taxi's	192.03
Travel Expenses - Other	164.56
Total Travel Expenses	<u>1,173.01</u>
Seminars & Meetings - Other	522.73
Total Seminars & Meetings	<u>2,456.32</u>
Stationery & Office Expenses	
Mobile Phone Costs	1,957.14
Stationery & Office Expenses - Other	4,060.96
Total Stationery & Office Expenses	<u>6,018.10</u>
Training	477.27
Vehicle Lease	3,150.83
Vehicle Lease expenses	18.32
Total Expense	<u>619,216.01</u>
Net Ordinary Income	-203,859.83
Other Income/Expense	
Other Income	
Interest Income	18,220.80
Total Other Income	<u>18,220.80</u>
Net Other Income	<u>18,220.80</u>
Net Income	<u><u>-185,639.03</u></u>

Far North Queensland Regional Organisation of Councils
Balance Sheet
As of June 30, 2009

	Jun 30, 2009
ASSETS	
Current Assets	
Current/Savings	
Cheque Account	-31,808.55
V2 Investment Account	369,902.92
Total Current/Savings	338,094.37
Accounts Receivable	
Accounts Receivable	27,409.50
Total Accounts Receivable	27,409.50
Other Current Assets	
Pre Paid expenses	20,000.00
Total Other Current Assets	20,000.00
Total Current Assets	385,503.87
Other Assets	
Accrued interest receivable	-1,988.10
Total Other Assets	-1,988.10
TOTAL ASSETS	383,515.77
LIABILITIES	
Current Liabilities	
Other Current Liabilities	
Accrued expense	18,155.57
Payroll Liabilities	
Accrued Salary	1,520.78
Provision for Annual Leave	32,224.92
Provision for Long Service Leav	16,954.77
Total Payroll Liabilities	50,700.47
Tax Payable	-6,719.79
Total Other Current Liabilities	62,136.25
Total Current Liabilities	62,136.25
TOTAL LIABILITIES	62,136.25
NET ASSETS	321,379.52
EQUITY	
Retained Earnings	507,018.55
Net Income	-185,639.03
TOTAL EQUITY	321,379.52