



Notice is hereby given that the  
**Twenty First Annual General Meeting**  
of Support Act Limited  
will be held at  
**APRA AMCOS**  
**16 Mountain Street, Ultimo, NSW 2009**  
  
on **Friday, 29 November 2019, at 11.30am**

**The supporting documents are**

- 1. Agenda**
- 2. Form to appoint a Proxy**
- 3. Application for election as a Director of the Company**
- 4. Minutes of the 2018 AGM**
- 5. Audited financial statements year ending 30 June 2019**

## AGENDA

### ORDINARY BUSINESS

1. Confirmation of the 2018 minutes
2. To consider a **resolution** to receive the Directors' Report, Statement of Account and Auditors' Report for the period ended 30 June 2019
3. To consider a **resolution** to appoint four members to the category of Music Industry Directors
4. To consider a **resolution** to appoint the auditors for the year ended 30 June 2020
5. To receive the Chairperson's Report
6. To transact any other business which may be brought forward in conformity with the Articles of Association.

Estimated finish time is 12.30pm.

By order of the Board  
L M Small  
Secretary  
7 November 2018

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### APPOINTMENT OF PROXIES

Members entitled to vote but unable to attend may appoint a proxy to attend and vote in their place by completing the form attached (Appendix 2) which must be lodged with the secretary no later than 48 hours before the meeting.

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Registered company office: Level 4, 11-17 Buckingham Street, Surry Hills NSW 2010  
ACN 079 588 604

**APPENDIX 2  
(Article 47 (1))**

A member of the Company entitled to vote has the right to appoint a proxy to attend and vote instead of the member. A proxy vote may not be given to a person who is not a Member of the Company.

**FORM TO APPOINT A PROXY**

I,.....  
**full name of Member**

of.....  
**address of Member**

being a Music Industry Member of Support Act hereby appoint

.....  
**full name of Proxy**

of.....  
**address of Proxy**

as my Proxy to vote for me on my behalf at the Annual General Meeting of the Company to be held on the 29th day of November 2019 (and at any adjournment of that meeting).

- My Proxy is authorised to vote in favour of the resolution (s) (insert details below):
  
- My Proxy is authorised to vote against the resolution (s) (insert details).

.....  
**Signature of Member appointing Proxy**

.....  
**Date**

**To be effective, a form of proxy must be received:**

- (a) by email sent to the Company at [admin@supportact.org.au](mailto:admin@supportact.org.au) OR
- (b) by post to Support Act, PO Box 2190 Clovelly NSW 2031

**not less than 48 hours before the AGM takes place**





## MINUTES OF THE TWENTIETH ANNUAL GENERAL MEETING OF SUPPORT ACT LIMITED

HELD AT 11-17 BUCKINGHAM STREET, SURRY HILLS NEW SOUTH WALES, 2010  
ON FRIDAY 30 NOVEMBER 2018, AT 11.30AM

### Notice of meeting

The Notice of Meeting, dated 7 November 2018, was read by the Secretary, who confirmed that the Notice also provided links to the Support Act website where members could access:

- A copy of the meeting notice and agenda
- Minutes of the previous AGM
- The Statement of Accounts, Directors' Report and Auditor's Report for the year ending June 2018, and
- A proxy form

### Apologies

Company Secretary, Lynne Small, advised that the following members had sent their apologies and appointed proxies:

- Carol Neller (Lynne Small)
- Veronica Tooker (Lynne Small)

Lynne Small welcomed the attendees, including members and non-members, and confirmed that a quorum of members was present:

### Members present:

Sally Howland (Chair)  
Lynne Small (Secretary & Treasurer)  
Mark Callaghan  
Linda Courtney  
Sebastian Chase  
Catherine Haridy  
Clive Miller  
John O'Donnell  
Keith Potger  
Fifa Riccobono  
Lindy Morrison  
Michael Lippold  
John Woodruff

## **Non-members present:**

Jen Rowe  
Jolene Brown  
Louise Sawilejskij  
Carina Hillman

### **1. Confirmation of the 2017 minutes**

Mark Callaghan proposed that the minutes of the Annual General Meeting held on 29 November 2017 be confirmed and carried as a correct record of the meeting. The motion was seconded by John O'Donnell and carried unanimously.

### **2. Resolution to receive the Directors' Report, Statement of Account and Auditor's Report for the period ended 30 June 2018**

The Secretary referred to the Financial Statements for the period ending 30 June 2018 which have been subject to independent audit by KPMG. Attending members were invited to raise any questions or comments that they may have in relation to these reports.

Linda Courtney proposed that the Director's Report, Auditor's Report, Balance Sheet and Statement of Income and Expenditure for the period ended 30<sup>th</sup> June 2018, as circulated be received and adopted. The motion was seconded by Fifa Riccobono and carried unanimously.

### **3. Resolution to appoint the auditors for the year ended 30 June 2019**

The Secretary noted that it was the Board's recommendation that the incumbent auditors, KPMG, be reappointed for the year ending 30 June 2019. Lynne Small proposed a resolution that KPMG be reappointed for that period. This was seconded by Catherine Haridy and carried unanimously.

### **4. Chairperson's Report**

Sally Howland opened by welcoming the AGM attendees. She acknowledged that the meeting was held on Aboriginal land, on Gadigal land - and she expressed thanks and respect to Eora elders, past, present and future and also to all Aboriginal and Torres Strait Islanders who are with us today.

On the back of our 20th anniversary year in 2017, Sally reported that we have had a stellar year on a number of fronts. Sally then outlined some of the highlights for Support Act over the past year.

Firstly, on the financial front, 2018 represented watershed moment for Support Act. For the first time, Support Act exceeded \$1 million dollars in revenue. And not just exceeded, but came in at \$1.8 million dollars, smashing last year's revenue record of \$990,000. Sally reminded us that only 3 years ago our revenue was \$482K.

Sally detailed the three key drivers for this uplift. The first; our Help a Mate service produced a clear \$700K year on year increase. The second, our flagship event MITH netted us a \$100K increase on last years' result. (MITH - \$168K TO \$273K). It was at this event that Sue and Michael Gudinski committed to fund a Melbourne based social worker position over 3 years. The first role of its kind outside of Sydney. And, the third: Levi's came on board as our brand partners.

Sally mentioned that as she had noted at last year's AGM, the Board, Management, staff and members can take great comfort not only in those numbers, but the fact it demonstrates such an enormous confidence in the organisation from the music sector, the wider business community

and our donors.

Sally remarked that our central purpose of providing relief grants to individuals and families in crisis continues to deliver critical support to, sadly, an ever expanding community of musical colleagues.

Because of the record revenue year, happily, Support Act was able to meet that demand and significantly increased our expenditure in crisis relief in the order of 16%; equating to an amount of \$298K, compared to \$256K in the preceding year. (199 people last year, this year 214). Our payments to named beneficiaries from both appeals and benefit concerts increased dramatically from \$141k to \$611k. Together, total amount paid through to help our community through grants to service users and beneficiaries totaled not far from \$1m at \$909k –up 129% from the prior year.

Sally drew attention to the direct correlation between the importance in increasing revenues and the resultant impact that it has on Support Act's increased capacity of delivering on our business goals.

Next Sally noted that this year also saw us take a leadership role in the Health and Wellbeing space, as foreshadowed at last year's AGM.

Support Act facilitated the industry's first Mental Health Summit at Big Sound in 2017. That brought together representatives such as artist managers, venue operators, roadies, artists, labels, publishers, booking agents and collecting agencies.

That group of industry representatives, sent a united and very clear message. And that was; a Wellbeing Helpline should be our absolute first priority in an effort to respond to the elevated rates of mental health issues across the industry.

Fast forward to June 2018, and with the initial critical investment from the Albert Family through the Tony Foundation, which was quickly followed with financial support by Levi's, the Helpline, in a music industry first, has been realised. Sally thanked Karin Lines for her input into securing AccessEAP who have proved to be fantastic providers to partner with for this service. More details on the Helpline can be found in our Annual Report.

Sally added that the Board has long held the view that, when we we're able, we should be looking at services and programs which are focused toward preventative measures. Not just crisis relief in and of itself. We see the Helpline as our first major step in that direction.

Sally continued that during the year, we farewelled Support Act's first CEO, the much-admired Joanna Cave. And we welcomed Clive Miller to the post who, in his short time with us, has already built on Joanna's legacy in significant ways.

Sally then acknowledged that Lindy Morrison marked her 20-year anniversary with Support Act recently. She commented that for many of our service users, Lindy is Support Act. She is our front line and hears first hand stories of immense human suffering. It is not a role for the faint hearted and that is something Lindy is clearly not. She congratulated Lindy for all her hard work.

Sally also acknowledged the contribution of Joanna Forman who had recently moved on from the role of Communications Manager after almost ten years with Support Act.

Sally then thanked the staff who go above and beyond.

Sally closed by thanking her Board colleagues, all of whom have made tangible contributions to this year's results.

**5. To transact any other business which may be brought forward in conformity with the Articles of Association.**

Having completed all matters of ordinary business Ms Small invited those present to raise any items of general business for discussion. No items were raised.

**6. Closure**

There being no further business, the Secretary thanked all members for their attendance and declared the meeting closed at 11.46am.