

ACEA AGM Minutes 2020

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| Date: | Wednesday, 28 October 2020 |
| Time: | 12.00pm – 1.15 pm AEST |
| Venue: | Zoom Virtual Meeting |

Attendees: Carmel Lelay, Diane Lajos, Stephen Seymour**,** Gail Pearson, David Mclean, Elizabeth Blakeman, Anne Hamilton, Bernie Davies, Diane Glasby, Julia Nepia, Jane Stapel, Jedidiah Evans, Kieran McCann, Helen Farley, Michael Jones, Patrick West, Kim Huett, Paul Barnes, Marietta Martinovic, Stavroola Anderson,Ron Wilson, L Cameron, J Watson, Michael Nelson**,** Lorenda Gracey , Deborah Westfield

Angela Watts , Charlie Panopoulos, Yiminta Jordan, Geraldine Walton

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| 12.00 pm | **Webinar: 'Transformation through education'** |
| 1 | **Guest speaker**  Dr. Emma Hughes, Professor in the Criminology Department at California State University has extensive experience working in the area of corrections education. Emma is the founder of [Project Rebound](http://www.fresnostate.edu/studentaffairs/projectrebound/index.html) at Fresno State, a support program for formally incarcerated students.  Project Rebound was started at San Francisco State University in 1967 by the late Dr. John Irwin who was also a former parolee. He earned his Doctorate and taught at San Francisco State in the Department of Sociology. This wonderful program has enabled many current and former parolees to better their chances in a very competitive employment market. |
| 12.40 pm | **AGM** |
| 2a | Previous Minutes  The minutes of the 2019 AGM were reviewed and accepted  **Motion carried** |
| 2b | President’s Report  The President’s Report has been made available via the website. Ron advised of a summary of achievements and acknowledgements.  2020 has been a strange and difficult year for many of us connected with Corrections education. Depending in which Australian state or international jurisdiction there have been varying impacts of COVID 19 on individuals, organisations and systems. Accordingly, this AGM will be held on line this year.  Whilst the impact has been significant in terms of facility closures, Corrections educators have come to the fore embracing new and innovative technologies to keep engaging with students.  Since last year’s AGM ACEA executive committee has:   * Restructured the ACEA website * Refreshed web image * Developed and Implemented the 3 year ACEA strategic plan * Developed and Implemented the 3 year ACEA business plan * Consolidated ACEA accounting processes and reporting consistent with current standards * Ensured currency of the ACEA constitution and developed allied policies and procedures * Revised and extended membership categories * Welcomed jurisdictional membership for New Zealand members * Provided newsletters to members (including a newsletter for youth justice practitioners) * Established guidelines to analyse relationships with other organisations (for such events as joint conferences, joint webinars etc.)   ACEA has improved its financial position since the last AGM and has moved from its financial loss in 2018- 2019 to a positive return in 2019 – 2020. The Treasurer’s report will present the details.  Current membership stands at 166  I would like to thank the Executive committee: Kieran McCann (Vice President); Paul Barnes (Treasurer and acting secretary); Helen Farley (International representative); Marietta Martinovic (Research); Stavroola (Youth Justice) for their tireless work throughout this complex year. I want to acknowledge past Secretary Angela Graham who resigned earlier this year due to family matters and thank Angela for the tireless work she has contributed to ACEA over the years. I also wish to thank Paul Barnes for picking up the secretary role alongside the treasurer role. Besides these roles he has provided fantastic leadership in refining and redeveloping the ACEA website. Thankyou also to Helen Farley for producing and curating a great ACEA newsletter this year.  I also acknowledge the untimely passing of past president Ray Chavez. Ray’s passing was a shock to ACEA members and I also recognise the significant shock to Ray’s WA colleagues. Ray leaves a legacy of great passion to support those students in custody and his easy manner along with his list of great contacts leaves a gap.  I also acknowledge the ACEA Advisory Council which has met 2 times so far this calendar year to provide advice to the executive team. The Advisory Council membership includes: the executive team along with Carl Schneider (SA Representative), Shane Presch (SA Representative) Abdul Abdullah (WA representative), Mark Bartlett (ACT Representative), Karen Bradberry (QLD Representative), Emma Byrne (ACT Representative), Byron Jenssen (Tas Representative), Cameron Tyrell (NT Representative), Kim Huett (Victoria Representative), Rachael Harper (NSW Representative).  Last year the ACEA teacher of the Year award was renamed the Bob Semmens award respecting the founder of ACEA forerunners (IFEPS, IFECSA). This year the Teacher of the Year award has been renamed Corrections Educator of the year and new guidelines are being prepared to distribute to members.  The primary ACEA event in the past has been the biennial international conference which has been rotated through the Australian states ever since ACEA and its forerunners started. Given the uncertainty of travel restrictions due to COVID 19 planning for the 2021 conference will be based on a virtual presence and the executive team and Advisory Council are in the process of planning this event  Motions to be put forward and carried:   1. That the ACEA AGM accept the President’s report   **Motion carried** |
| Treasurer’s Report  The Treasurer’s Report has been made available via the website. Paul advised of a summary of issues for discussion.  As a Tier 2 organisation, it is a requirement of the Associations Incorporation Act 2009 (NSW), that the association’s financial statements are presented to the AGM as an Annual Summary of Affairs.  In accordance with the legislation and associated regulations, the reports must conform with [Australian Accounting Standards (AAS).](https://www.aasb.gov.au/Pronouncements/Current-standards.aspx)  The Annual Summary of Affairs has been prepared for the Financial Year Ending 2019-2020 and includes an income and expenditure statement (profit and loss statement) and a balance sheet.  The accounts and reports were validated independently by Gregor Tytherleigh CPA.  Australasian Corrections Education Association (ACEA) Inc operated at a net surplus of $46,482.58 for financial year 2019-2020 which when compared with a net loss of -$44,485.40 last financial year is not unexpected.  The total revenue $180,822.49, exceeded total expenses $134,339.91  The ACEA account balance at 30 June 2019 was $65,923.66 and is three times the balance last financial year.  Total revenue was drawn from three streams: membership fees, sponsorships and conference revenue. Total expenses were paid into two streams: travel and conference fees.  COVID-19 will continue to impact on expected revenue and expenses throughout the financial year and careful consideration needs to be given to the planning for future ACEA activities in a post COVID-19 world.  There is a need secure ongoing sponsorship and increase the membership base to maintain financial sustainability and viability during uncertain times.  It is expected there will be a steady and sustained growth in membership, sponsorship and conference registrations over the next three years as ACEA transits the online world and that there will be an overall net surplus of approximately $100,000 - $150,000 by 2023.  The ACEA website has been recently relaunched as a vehicle to engage with members and sponsors and promote awareness of ACEA through online activities. This includes the first webinar presented at this AGM today and our soon to be first entirely Virtual Conference which will be held in 2021.  Motions to be put forward and carried:   1. That the ACEA AGM accept the 2019/2020 financial Treasurer’s report     **Motion carried**   1. That ACEA AGM notes the financial surplus of $46,482.58 for the financial year of 2019/2020 and its expected growth over the next three years.   **Motion carried** |
| 2c | 1. Recommended changes to the ACEA Constitution 2. Changes to constitution 3. Scope:   These proposed amendments ensure consistency between the ACEA constitution and its business processes. These areas of consistency relate to:   * Changes in membership structure and definition; * Clarity in financial ACEA membership terms * Change in Teacher of the Year (TOY) terminology and definition  1. Issues:   3.1 ACEA membership scope has extended to incorporate whole of jurisdiction financial members. This arises where whole of country jurisdiction (e.g. New Zealand) sought financial membership of ACEA. This offering is available to attract whole of country representation from Pacific Rim nations.  3.2 There is a discrepancy in current Constitution and past membership currency practices. The Constitution specifies calendar year members ending at 31 December each calendar year. Practice over the past few years is based on annual (i.e. 12 month) membership subscription. The ACEA executive sees benefit in the annual subscription model and therefore recommends changing the constitution wording consistent with past practice.  3.3 The ACEA Executive call for nominations to fill the vacant secretary position and that the AGM institute a new executive position relating to the management of ACEA communications and information via the ACEA website  3.4 The Advisory council advised there is inconsistency in the terminology, interpretation of scope and practice relating to the ACEA Teacher of the Year. The Advisory council and Executive recommend the award be changed to Corrections Educator of the year and that the award be celebrated annually.  Motions to be put forward and carried by online poll:  The following recommendations were submitted for approval:   1. (1) A person or organisation is qualified to be a member of ACEA if, but only if:    * 1. the person is a person referred to in section 15(1) (a), (b) or   (c) of the Act and has not ceased to be a member of ACEA at any time after incorporation of ACEA under the Act,   * + 1. the person is a natural person:        1. who has been nominated for membership of ACEA as provided by rule 3, and        2. who has been approved for membership of ACEA by the ACEA Executive Committee of ACEA,   or   * + 1. the organisation:   (ii) has been nominated for membership of ACEA as provided by rule 3, and  (ii) has been approved for membership of ACEA by the ACEA Executive Committee of ACEA.  To read:   1. (1) A person, organisation *or jurisdiction* is qualified to be a member of ACEA if, but only if: 2. the person is a person referred to in section 15(1) (a), (b) or   (c) of the Act and has not ceased to be a member of ACEA at any time after incorporation of ACEA under the Act,   1. the person is a natural person:    * + 1. who has been nominated for membership of ACEA as provided by rule 3, and        2. who has been approved for membership of ACEA by the ACEA Executive Committee of ACEA,   or   1. the organisation:   (ii) has been nominated for membership of ACEA as provided by rule 3, and  (ii) has been approved for membership of ACEA by the ACEA Executive Committee of ACEA.  Or   1. *The jurisdiction:*   *(ii) has been nominated for membership of ACEA as*provided by rule 3, and  (ii) has been approved for membership of ACEA by the ACEA Executive Committee of ACEA.  Moved: Ron Wilson Seconded: Paul Barnes  **Motion carried: all in favour**   1. The annual membership fee is to be paid prior to 31 December each calendar year   To read  *The annual membership fee covers financial membership for a period of 12 months of initial registration and due for renewal on that anniversary date*  Moved: Ron Wilson Seconded: Paul Barnes  **Motion carried: all in favour**   1. That under section 14 (2) a new executive position “Communications and information representative” be included   Moved: Ron Wilson Seconded: Paul Barnes  **Motion carried: all in favour**   1. That throughout the Constitution the term Juvenile Justice be replaced with Youth Justice   Moved: Ron Wilson Seconded: Paul Barnes  **Motion carried: all in favour**   1. That Appendix 2 Office Bearers Nomination Form be amended to include Youth Justice Representative as this has been left off the nomination form.   Moved: Ron Wilson Seconded: Paul Barnes  **Motion carried: all in favour**   1. Other business   **ACEA Teacher of the Year (TOY)**  The ACEA TOY has been celebrated every two years at the biennial International conference. ACEA policy implies this is an annual event. The ACEA Executive and Advisory Council concur this event should be held annually in keeping with the intent of the constitution. However the Advisory Council and Executive believe the term Teacher of the Year lead to inconsistency in interpretation and application of the candidate and selection processes. Hence the ACEA executive and Advisory Council recommend the award ought to be applied to the Corrections Educator of the Year for each jurisdiction and for the overall ACEA nominee.  Recommendation: That the ACEA Teacher of the Year be re-named ACEA Corrections Educator of the Year and that this be held as an annual celebration.  Moved: Ron Wilson Seconded: Paul Barnes  **Motion carried: all in favour**   1. Election of Office Bearers   The following office bearer positions were declared vacant:   1. Secretary 2. Communications and Information Representative   No nominations for these positions were received by the Secretary and nominations were called for from the meeting by the President. No nominations were received at the AGM and the office bearer positions still remain vacant. |
| 2d | Next AGM to be held with 2021 Biennial ACEA International Conference  Confirmation of the next AGM will be held to coincide with the 2021 ACEA conference. |