

14 October 2020

Dear Valued Rembrandt Living Member

RE: NOTICE OF 2020 ANNUAL GENERAL MEETING – ‘Pandemic Style’

I hope this finds you well. I am writing to you in relation to the 2020 Rembrandt Living Annual General Meeting (AGM).

The 2020 AGM will be held a little differently this year due to the current COVID-19 restrictions in South Australia. Of most significance is the SA Police Directive precluding people to be onsite at aged care facilities (including Rembrandt Court) unless they are staff, visiting residents or are contractors. The traditional Rembrandt AGM where all members are invited is not possible and it has been decided that the AGM will be held with the presence of only Board Directors (who are members) and no additional members. The meeting will be quorate with this number of members.

The meeting will be held on Wednesday 28th October 2020 at 5.30pm at Rembrandt Court.

As members your input, as always, is valued and thus we ask you to participate in the AGM, just in a different way this year. If you have any other business, comments, questions or wish to appoint a Proxy, we ask that you do this by 5pm on 27 October 2020 in one of the following ways:

- a. Telephone call to Deb Dutton, CEO on (08) 8198 0300;
- b. Fax to 8296 3699;
- c. Post to 1 Madras Street, Oaklands Park, SA, 5038; or
- d. Email to Deb Dutton, CEO & Public Officer on ddutton@rembrandtliving.org.au

Please find enclosed with this letter:

1. The 2020 Meeting Agenda;
2. The Minutes (Draft) of the 2019 AGM;
3. A 2020 Honour Board Nomination Form;
4. A 2020 AGM Proxy Form;
5. 2020/2021 Membership Application Form; and
6. 2019/2020 Annual Report.

If you have any questions, please do not hesitate to contact me.

Kind regards,



Deb Dutton
Chief Executive Officer & Public Officer

Rembrandt Living
ABN 84 438 069 700

Head Office
1 Madras Street
Oaklands Park SA 5046
T (08) 8198 0300
F (08) 8296 3699
info@rembrandtliving.org.au

Home Care & Health Centre
Home Care & Allied Health
21 Greenfields Drive
Green Fields SA 5107
T (08) 8198 0392
homecare@rembrandtliving.org.au

Rembrandt Court
Residential Care & Allied Health
1 Madras Street
Oaklands Park SA 5046
T (08) 8198 0300
info@rembrandtliving.org.au

REMBRANDTLIVING.ORG.AU

2020 Annual General Meeting (AGM)

MEETING AGENDA



Wednesday, 28 October 2020 at 5.30pm
 Rembrandt Court, 1 Madras Street, Oaklands Park, SA
 Chairperson: Sef van den Nieuwelaar

No.	Agenda Item	Led by
1.0	Welcome, Apologies & Proxies	Chair
2.0	Minutes of the previous meeting: The draft Minutes of the Annual General Meeting held 20 November 2019 to be considered for adoption.	Chair
3.0	Business Arising:	
	3.1 Honour Board The Chair will announce the additions to the Honour Board.	Chair
	3.2 Membership Fee The constitution requires us to review annually the Membership Fee. Currently the fee is \$0 and the board recommends it remains at \$0.	Chair
4.0	Correspondence: (a) Auditors' Report	Treasurer
5.0	Chairperson's Report	Chair
6.0	Treasurer's Report	Treasurer
7.0	CEO Report	CEO
8.0	(a) Election of Board members The following Directors have been nominated for election to the board. For a further 12 months (due to tenure being 9 years): <ul style="list-style-type: none"> • Jacques Metzger For a further 2 year term: <ul style="list-style-type: none"> • Sef Van den Nieuwelaar; John Bird; Joy Tol; and Etienne Scheepers For a 2 year term: <ul style="list-style-type: none"> • Suzanne Cantor 	Chair
9.0	Proposed changes to the Constitution The COVID-19 Pandemic has resulted in the need/desire for Board Meetings at times to be conducted via video or tele conference (using technology such as Zoom). This includes Board Meetings where any number of Directors present at the meeting attend virtually. To ensure this practice remains within the rules outlined in our Constitution the Board proposes an amendment to our Constitution as follows: Proposed addition to Clause 4.7 (yellow highlighted area) under the GOVERNANCE section 4.7 The Board shall meet as often as may be required to conduct the business of the Association and not less than 10 times each calendar year. 4.7.1 The Board may meet where any number of the Directors attend virtually via tele or video conference on agreement by a majority vote of Directors. 4.7.2 Those Directors who wish to participate virtually must advise their desire to do so in advance of the set meeting date and time. 4.7.3 Where a meeting is conducted with any number of the Directors attending virtually, all information and detail (including that tabled at the meeting) must be available to all Directors prior to any decision being made.	Chair
10.0	Any other business	Chair
11.0	Thank you and close	Chair

2019 Annual General Meeting

MINUTES (draft)



Wednesday, 20th November 2019, 5.30pm
 Rembrandt Court, 1 Madras Street, Oaklands Park, SA
 Chairperson: Sef van den Nieuwelaar

Meeting commenced at 5.35pm

No.	Agenda Item																																																										
1.0	<p>Welcome & Apologies</p> <p>The Chair welcomed everyone to the Annual General Meeting and introduced Special Guest Speaker, Hon Mr Kris Hanna, Mayor of the City of Marion.</p> <p>The Mayor then addressed the meeting and spoke of Council and State Government infrastructure and building plans for the area around this facility and that we will see significant change over the coming years with the removal of the old housing trust buildings. The State Government has declared the proposed area a precinct and will thereby be governed under State Government rule. The plans are to retain the same number of housing trust spaces but within higher density and thereby freeing up land for private development. The Mayor also spoke on the history of the council lands and invited anyone interested in the history of the area to visit the Heritage Centre. Marion Historic Village is also open for visits. Warraparinga Cultural Centre which is an indigenous centre of the Kaurna people is also a place of much interest. Council is currently looking at a shopping trolley bi-law in answer to the problem of shopping trolley dumping. In closing the Mayor asked for any questions from the floor. The question of cats was raised and was briefly discussed by the Mayor, noting that Council is receiving some resistance from the Dog and Cat Management Board, however, the question of keeping cats indoors at nights is a work in progress. The Chair thanked the Mayor for addressing the meeting.</p> <p>The Chair then opened the meeting and the following was noted:</p> <p>members attended</p> <table border="1"> <tbody> <tr> <td>Sef van den Nieuwelaar</td> <td>Paul Tol</td> <td>Bill van Schaijik</td> <td></td> </tr> <tr> <td>Jacques Metzger</td> <td>John Lehmann</td> <td>Caroline Kerkhof</td> <td></td> </tr> <tr> <td>John Bird</td> <td>Louis Leeuwrik</td> <td>Leelo Petersen</td> <td></td> </tr> <tr> <td>Joy Tol</td> <td>Joe Leeuwrik</td> <td>Mia Szydlowski</td> <td></td> </tr> <tr> <td>Paul Thorne</td> <td>Jenny Kelly</td> <td></td> <td></td> </tr> <tr> <td>Marie Wood</td> <td>Elza Briegel</td> <td></td> <td></td> </tr> <tr> <td>Simon Brewer</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Proxies Held (7)</p> <p>Proxies held by Chair</p> <table border="1"> <tbody> <tr> <td>Tinie Nieuwenhoven</td> <td>Sef van den Nieuwelaar</td> </tr> <tr> <td>Johanna Overmeyer</td> <td>Sef van den Nieuwelaar</td> </tr> <tr> <td>Ria Sirtoli</td> <td>Sef van den Nieuwelaar</td> </tr> <tr> <td>Johanna Van der Velde</td> <td>Sef van den Nieuwelaar</td> </tr> <tr> <td>Irena White</td> <td>Sef van den Nieuwelaar</td> </tr> <tr> <td>Alfred White</td> <td>Sef van den Nieuwelaar</td> </tr> <tr> <td>Frans de Ryk</td> <td>Sef van den Nieuwelaar</td> </tr> </tbody> </table> <p>Guests attended</p> <table border="1"> <tbody> <tr> <td>Hon Kris Hanna</td> <td>Janine Bird</td> </tr> <tr> <td>Johanna van Buuren</td> <td>Maurice McLeod</td> </tr> <tr> <td>Liz Nordstrom</td> <td>Hennie McLeod</td> </tr> <tr> <td>Barbra Dulaska</td> <td>Frank Poulain</td> </tr> <tr> <td>Sally Metzger</td> <td>Sari van Dam</td> </tr> <tr> <td>Sue McCarthy</td> <td>Pat Martin</td> </tr> <tr> <td>Trudy Aries</td> <td>Gertrud Nogga</td> </tr> <tr> <td>Fred van der Eerden</td> <td>Terry Funk</td> </tr> </tbody> </table>	Sef van den Nieuwelaar	Paul Tol	Bill van Schaijik		Jacques Metzger	John Lehmann	Caroline Kerkhof		John Bird	Louis Leeuwrik	Leelo Petersen		Joy Tol	Joe Leeuwrik	Mia Szydlowski		Paul Thorne	Jenny Kelly			Marie Wood	Elza Briegel			Simon Brewer				Tinie Nieuwenhoven	Sef van den Nieuwelaar	Johanna Overmeyer	Sef van den Nieuwelaar	Ria Sirtoli	Sef van den Nieuwelaar	Johanna Van der Velde	Sef van den Nieuwelaar	Irena White	Sef van den Nieuwelaar	Alfred White	Sef van den Nieuwelaar	Frans de Ryk	Sef van den Nieuwelaar	Hon Kris Hanna	Janine Bird	Johanna van Buuren	Maurice McLeod	Liz Nordstrom	Hennie McLeod	Barbra Dulaska	Frank Poulain	Sally Metzger	Sari van Dam	Sue McCarthy	Pat Martin	Trudy Aries	Gertrud Nogga	Fred van der Eerden	Terry Funk
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Staff attended

Deb Dutton	Timara Poulish	Tracey Murray	Arty Vette
Agnes Fowler	Joanna Strzelbicki	Paul Dickson	Hetal Shah
Slav Lljecsen	Nicoline Hermans	Edie Funk	
Richard Budd	Alex Lytas	Elizabeth Hanckel	
Sonya Cater	Etienne van Vugt	Nicola Price	

Member apologies received

Rita Sirtoli	Hetty Browning	Etienne Scheepers	Alfred White
Margje Ketellapper	Elaine Cohen	Tinie Nieuwenhoven	
Jannie Maddern	Frans de Ryk	Thea Tersic	
Terry Maddern	Ria McKenzie	Johanna van der Velde	
Tina Koch	Johanna Overmeyer	Irena White	

Guest apologies received

Andrew Tickle	Stephen Wade	Corey Wingard	Nicole Flint
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A quorum was then declared by the Chair.

2.0 Minutes of the previous meeting:

The Minutes of the Annual General Meeting held 14 November 2018 to be received as presented.

Motion: The Minutes of the Rembrandt Living Annual General Meeting 14 November 2018 are received as a true and accurate record with one minor amendment: Item 8.0 Election of Board Members change Moved: John Metzger to Moved: Jacques Metzger.

Moved: Maurice McLeod Seconded: Jacques Metzger *Carried without opposition*

3.0 Business Arising:**3.1 Honour Board**

The Chair acknowledged the contributions made by the following staff members for more than 10 years of service.

- Ewa Dabrowski (Apology – not able to attend)
- Edie Funk
- Hetal Shah

The Chair presented Edie and Hetal with a 10 years of service certificate and gift.

The Chair acknowledged the contributions made by the following volunteers for more than 10 years of volunteer service:

- Adriaan Lahnstein (Apology – not able to attend)
- Maurice McLeod

The Chair presented Maurice with a 10 years of volunteer service certificate and gift.

The Chair acknowledged Special Recognition Honor to:

- Joe Leeuwrik
- Sue McCarthy

The Chair presented Joe and Sue with a Special Recognition Certificate and gift.

3.2 Membership Fee

The Board recommends the membership fee remain at \$0. No questions were received and the following motion was moved.

Motion: That the Membership Fee remain at \$0.

Moved: Joy Tol Seconded: John Bird *Carried without opposition*

4.0	<p>Correspondence:</p> <p>4.1 Auditors Report The Auditors report dated 25 September 2019 will be discussed by the Treasurer in detail under item 6.0.</p>
5.0	<p>Chairperson's Report The Chairperson referred to his report as distributed in the 2019 Annual Report <i>Refer to the 2019 Annual Report for details</i> Motion: That the Chairperson's report be received Moved: Jacques Metzger Seconded: Caroline Kerkhof <i>Carried without opposition</i></p>
6.0	<p>Treasurer's Report Treasurer, John Bird, presented the Financial Statement and Auditor's Report <i>Refer to the 2019 Annual Report for details</i> Motion: That the Auditors Report of 25 September 2019 be received Moved: Marie Wood Seconded: Paul Thorne <i>Carried without opposition</i></p> <p>.</p> <p>Motion: That the 2018/19 Financial report be received Moved: Paul Thorne Seconded: Caroline Kerkhof <i>Carried without opposition</i></p>
7.0	<p>CEO Report The CEO referred to her report as distributed in the 2019 Annual Report. <i>Refer to the 2019 Annual Report for details</i> Motion: That the CEO's report be received Moved: Jacques Metzger Seconded: Maurice McLeod <i>Carried without opposition</i></p>
8.0	<p>Election of Board members Six directors were nominated for re-election to the Board.</p> <p>Paul Thorne for 2-year term (first elected June 2017) Motion: That Paul Thorne be elected for 2 years Moved: Marie Wood Seconded: Joy Tol <i>Carried without opposition</i></p> <p>Simon Brewer for 2-year term (co-opted November 2018) Motion: That Simon Brewer be elected for 2 years Moved: John Bird Seconded: Maurice McLeod <i>Carried without opposition</i></p> <p>Marie Wood for 2-year term (co-opted November 2018) Motion: That Marie Wood be elected for 2 years Moved: Jacques Metzger Seconded: Joy Tol <i>Carried without opposition</i></p> <p>The resignation of Director Lyn Warnock was confirmed and Members acknowledged her amazing contribution over the years and extended their vote of thanks.</p>
9.0	<p>Any other business:</p> <p>9.1 Nil other business</p>
10.0	<p>Vote of thanks and close The Chair closed the Meeting at 6:30pm and invited members and guests to remain for drinks and nibbles.</p>

Signed: Chairperson

Date



2020 Annual General Meeting (AGM)

HONOUR BOARD NOMINATION FORM

At Rembrandt Living, we have the “**Rembrandt Living Honour Board**” which gives recognition to individuals (including Board members, volunteers and staff) under the following categories:

- Those who have completed 10 years of service or more and
- Those awarded “Special Recognition” for their extraordinary work for our organisation.

If you would like to nominate a person, please write his/her name down below and provide in detail the reason why you think this person should be nominated. These will be reviewed by the Chairman and if accepted an announcement will be made at the AGM on Wednesday 28th October 2020.

Nominee Name: _____

Reason:

Nominated by: _____

(Nominator **does not** have to be a Rembrandt Living Member to make a nomination)

Please return by 23rd October 2020:

Deb Dutton, CEO, Rembrandt Living, 1 Madras Street, Oaklands Park SA 5046.

Or Fax to 8296 3699 Or Email ddutton@rembrandtliving.org.au

If any queries re nominations, please phone on 8198 0300.



2020 Annual General Meeting (AGM)

PROXY FORM

I _____
(Name in BLOCK letters)

Of _____
(Address)

Being an Eligible Member of Rembrandt Living Inc. entitled to vote at a meeting of the Association, hereby appoint a proxy as below to vote on my behalf (please tick Option 1 or Option 2):

I elect: Mr Sef van den Nieuwelaar, Board Chair
an eligible member of Rembrandt Living Inc.
Of 1 Madras Street, Oaklands Park, SA

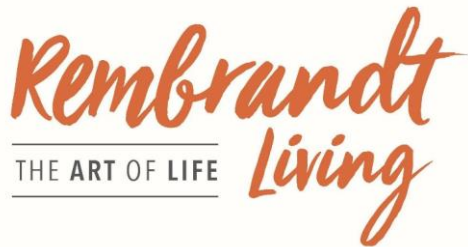
or

Another current Director (please name): _____
an eligible member of Rembrandt Living Inc.
Of 1 Madras Street, Oaklands Park, SA

Dated this _____ day of _____ 2020

Signature: _____

The completed form to be received by 5pm on Tuesday 27th October, 2020 to
Deb Dutton, CEO, Rembrandt Living
1 Madras Street, Oaklands Park SA 5046 Or
Fax to 8296 3699 Or Email ddutton@rembrandtliving.org.au



2020/21 MEMBERSHIP APPLICATION

OBJECTS:

The objects of the Association are

1. To establish, provide and administer aged care accommodation and support services for the welfare and enhancement of quality of life of aged persons or people with a disability (or their carers) in South Australia;
2. To provide services that meet the cultural needs of aged/disabled people with emphasis on those who are of Dutch-speaking descent;
3. To assist in the relief of sickness, suffering and disability by working for the benefit and treatment of all aged/disabled persons;
4. To promote the health and wellbeing and advance the interests of aged persons;
5. To undertake or facilitate research in the areas of ageing and aged care;
6. To do all such other things as may be incidental to the attainment of such objectives or those which the board determines.

MEMBERSHIP:

Members shall be persons who have agreed to accept the above objects, paid the prescribed membership fee (if any), applied in writing for membership and who are accepted as members by majority vote of the Board or of a General meeting. Please note: membership of Rembrandt Living Inc does not automatically entitle entry to the Rembrandt Court Residential facility or Home Care Services.

NEW MEMBERS: Your application will be put to the Board at its next meeting.

EXISTING MEMBERS: To remain a member an annual Membership Application is required.

FEES: The current membership fee is \$NIL.

New Member Existing Member

Name: _____

Address: _____ P/Code: _____

Telephone: _____ Email: _____

Signature: _____ Date: ___ / ___ / ___

(Optional) Donation Enclosed: \$5 \$10 \$15 \$20 Other \$ _____
(a tax-deductible receipt will be issued)