



PLANT
TRUST

Incorporated
A0017946R

ANNUAL REPORT

NOTICE
of
Annual General Meeting
and
Financial Statements
for the year ended
30 June 2023

Plant Trust
C/- Royal Botanic Gardens, Melbourne
Birdwood Avenue
South Yarra VIC 3141



PLANT TRUST

PROGRAM FOR THE EVENING

6.30 pm Bring and view plants for auction
Cheese and wine reception

7.00 pm AGM

7:30 pm Plant Auction with MC Stephen Ryan
and a raffle with fabulous prizes to be won

Donations of plants for the evening
will be greatly appreciated

So bring along a mixed variety of species
that are rare and not so rare

NO MYRTACEAE PLEASE

(Due to Myrtaceae Rust none of this family is to be brought
into the Melbourne Botanic Gardens)

President's Report – Stephen Ryan

To all members,

As an organisation we, like most others, struggled to get much done during the worst of the Covid outbreak but now are moving forward albeit in small steps.

Our committee has been working on the organisational structure of Plant Trust. This will include the formation of working groups:

- Membership and Finance Management Working Group (MFM)
- Plant Collections and Strategic Partnerships (PCSP)
- Promotion, Communication and Social Working Group (PCS)

We want to draw on the support of members, and hope some of you will be interested in volunteering on one of these working groups. We hope these groups will help build the profile of Plant Trust and encourage new members, and new collection holders.

We have a few new collections and a couple that only require some extra paperwork to move them into collection status but are always happy to hear of people with interesting plant collections who might be prepared to get involved so please let us know.

Our next tour will be in autumn to Gippsland, and don't forget our much anticipated Christmas get together on the 10th of December which will be in Macedon this year.

Enjoy the plant auction!

Your President Stephen Ryan

A handwritten signature in black ink, appearing to read 'Stephen Ryan', with a long, sweeping flourish extending to the right.

Stephen Ryan
President

Plant Trust Inc

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C/- Royal Botanic Gardens, Melbourne
Birdwood Avenue
South Yarra VIC 3141

Notice

is hereby given that the Annual General Meeting of Plant Trust Incorporated will be held at 7:00pm on Thursday 14th September 2023 in Domain House, Dallas Brooks Drive, South Yarra, Victoria 3141.

Agenda

1. **Welcome** President, Stephen Ryan
2. **Apologies and proxies** Administrative Assistant, Don Journet
3. **Minutes of General Meeting** Administrative Assistant, Don Journet
 - 3.1 Confirmation of Minutes of AGM held on 15th September 2022
4. **Declaration of Interest and/or Conflict of Interest**
5. **President's Report** Stephen Ryan
6. **Treasurer's Report** Damian Nieuwesteeg
 - 5.1 To receive and consider the financial statements of Plant Trust Incorporated for the year ending 30 June 2023.
7. **Election of Office Bearers** Administrative Assistant, Don Journet
Receipt of nominations. The following positions are available:
 - President
 - Vice President
 - Administrative Secretary
 - Treasure
8. **Election of Ordinary Committee Members** Administrative Assistant, Don Journet
Receipt of nominations. The following positions are available:
 - Professional Horticulturalists (2)
 - Registered Collection Holders (2)
 - Ordinary Members (4)
9. **Other business**
10. **Close** Administrative Assistant, Don Journet

By order of the Management Committee

Dale Simpson, Administrative Secretary

Dated this 14th day of August 2023

Notes

1. A member may appoint a proxy to vote on their behalf at the meeting by giving notice to the Administrative Secretary, to be received not later than 24 hours before the time of the meeting, by the use of a form that may be obtained on application at the Plant Trust office or may be found in Appendix 2 of this document.
2. A nomination form for Officers and Committee Members is attached and must be lodged electronically or at the Plant Trust office by the 6th September 2023.
3. No business other than that set out in this notice may be conducted at the meeting.

Annual Report of Plant Trust Inc. for the year ending 30 June 2023

Governance Statement

Plant Trust is incorporated under the *Associations Incorporation Act* and operates under the rules of association adopted by the Members on 16th September 2010 and amended 19th September 2013 and 4th March 2020.

Under these rules, Plant Trust affairs are managed by the Committee of Management. The Committee of Management's primary role is to ensure Plant Trust achieves its objectives of encouraging the conservation of garden plants and creating a greater community awareness of the value of garden plants through programs of registration, ongoing development and information, distribution and the promotion of reference collections of garden plants.

Plant Trust is reliant on its members' subscriptions, grants and sponsorship, and volunteers, in its operation.

The Committee of Management, which comprises the President, the Vice-President, Treasurer, Administrative Secretary and eight ordinary members with at least two being professional horticulturalists and two being holders of a collection registered by the Association, is elected each year at the Annual General Meeting. In fulfilling its primary role, the Committee of Management meets at least six times each year. At these meetings it considers:

- i. The Treasurer's Report
- ii. Membership matters
- iii. Committee Reports
- iv. Marketing and fundraising matters

The Committee has been assisted by the Activities & Marketing Committee now replaced by a Working Group. Minutes are available for inspection by members at any time. The Committee of Management reports to members at the Annual General Meeting. At the Annual General Meeting the Annual Report, which includes the financial report for the year just ended, is presented to members.

Committee of Management 2022-2023

President	Stephen Ryan
Vice President	John Bentley
Administrative Secretary	Dale Simpson
Treasurer	Damian Nieuwesteeg
Ordinary Members	Virginia Heywood Gillian Taylor Don Journet Donna Thomas (BGANZ rep.) Beryl Black
Minutes Scribe	Janet Dyke

Plant Trust Staff

Administrative Assistant and Incorporated Association Secretary, Don Journet

Convenors of Committees as at 30 June 2022

Activities & Marketing, Margi Petzke

Newsletter Editor until February 2023

Genus Editor, Margi Petzke

Position currently vacant

Financial Reports for the year end 30 June 2023

Plant Trust Inc

ABN 17 035 716 441

Plant Trust Financial Reports 2022-2023				
ABN 17 035 716 441				
PROFIT & LOSS STATEMENT				
Receipts			Expenditure	
Subscriptions	\$3,923.70		Administration + Bank Fees	\$4,320.00
Donations	\$580.00		Auditor Fee	\$0.00
Events (AGM)	\$2,138.54		Events (AGM, End of Year, etc.)	\$895.30
Events Other	\$1,418.24		Govt. Charges	\$0.00
Merch. (Catalogue)	\$30.00		Insurance	\$160.43
Merch. (Plaque)	\$0.00		IT (Internet, Website, etc.)	\$1,091.32
Merch. (Other)	\$0.00		Miscellaneous	\$190.00
Genus (Advertising)	\$0.00		Office Equipment	\$36.30
Interest (Term Deposit)	\$576.67		Postage, Printing & Stationery	\$0.00
Miscellaneous	\$15.33		RBG Facilities	\$0.00
			Profit (+) or Loss (-)	\$1,989.13
	=====			=====
	\$8,682.48			\$8,682.48
BALANCE SHEET				
	2022		2023	% Change
		Current Assets		
	\$8,352.28	Cash at Bank (Closing bal.)	\$9,764.74	16.9%
	\$23,590.77	Term Deposit	\$24,167.44	2.4%
	\$0.00	Cash on Hand	\$0.00	
	\$0.00	Less: Unpresented Cheques	\$0.00	
	\$0.00	Less: Presented Cheques	\$0.00	
	-----		-----	-----
	\$31,943.05		\$33,932.18	6.2%
		Retained Earnings		
	\$31,302.56	Balance 1 July	\$31,943.05	2.0%
	\$640.49	Profit / Loss	\$1,989.13	210.6%
	-----		-----	-----
	\$31,943.05		\$33,932.18	6.2%
Audit Report				
In my opinion the above balance sheet at 30 June 2023 and the income and expenditure statement for the year then ended are properly drawn up so as to present fairly the state of affairs of Plant Trust at 30 June 2023 and the results of operations for the year ended on that date.				
			Damian Nieuwesteeg, Treasurer	



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Nomination of Officers & Committee Members

We:

And

being members of Plant Trust Incorporated, nominate the following member to be elected to office at the Annual General Meeting of the Association to be held on 14th September 2023 or any adjournment thereof.

Name of nominee:

E mail address:

Office designated:

- President
- Vice-President
- Administrative Secretary
- Treasurer
- Ordinary Committee Member

If insufficient nominations are received to fill all vacancies on the Committee, the candidates nominated shall be deemed to be elected and further nominations shall be received at the Annual General Meeting.

If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated shall be deemed to be elected. If the number of nominations exceeds the number of vacancies to be filled, a ballot shall be held).

I consent to the above nomination.

Signed:
(Member)

Date:

Send to:

Administrative Assistant, Plant Trust Incorporated
C/- Royal Botanic Gardens, Melbourne
Birdwood Avenue, South Yarra VIC 3141
Tel: (03) 9650 5639, Mobile: 0439 034 194

Closing date: 5pm, Wednesday 6th September 2023 or by email to PlantTrust@inet.net.au



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Form of Proxy

I being a current financial member of Plant Trust Incorporated hereby appoint

..... to be my proxy at the Annual General Meeting to be held on Thursday 14th September 2023 at 7pm.

Signed

Note – The person or organisation giving and receiving the proxy should be aware of the following:

- i. The proxy must be lodged with the Administrative Assistant of the Association no later than 24 hours before the meeting is due to take place. Email to: PlantTrust@iinet.net.au
- ii. The person holding the proxy may be given instructions as to how he/she is to vote on your behalf on all or any of the issues raised.
- iii. The person holding the proxy may be given general approval to act as he/she thinks fit on any issue raised.
- iv. The person appointing the proxy must advise that he/she is being appointed as a proxy and give clear instructions on any voting measures.
- v. The person appointed as a proxy need not necessarily be a member of the association.
- vi. Members of the Committee of Management may be appointed as proxy.

END