



SWAN Board Annual General Meeting
Meeting Minutes
6.30pm Wednesday 10th December 2025
Zoom Online Meeting

1. Acknowledgement of Country

SWAN's CEO, Nick Avery, opened the AGM with an Acknowledgement of Country.

I acknowledge the Wardandi Noongar people, the traditional owners of the land I live and work on, and acknowledge the traditional custodians of the various lands we're all joining this meeting from today. We pay our respects to elders past and present, and to any First Nations people joining us today.

2. Attendees

Ant Pursell, Amy Munro, Kate Heaslip, Amiee-Jade Pember, Grant Avery, Nick Avery, Ellen Cowcill, Leah Wearne, Sarah Olszewski

3. Apologies

Abby Atkinson

4. Acceptance of previous AGM Minutes

Moved: Kate Heaslip

Seconded: Amy Munro

5. President's Report

Ant Pursell, 2025 President, provided the President's Report. Ant commended SWAN staff for their ability to navigate the ever-changing administrative requirements of the government for funding compliance. He noted that this is particularly difficult for staff when there is conflicting information provided by funding bodies, which essentially leads to extensive lost time that would have been given to the implementation of funded projects. Ant reflected that despite the frustration and workload, staff have continued to provide exceptional advocacy and support to the community and service users.

Moved: Amiee Pember

Seconded: Kate Heaslip

6. Financial Report (Treasurer's Report)

Grant Avery (Treasurer) provided the Financial Report, subject to the final Auditor's report which is still pending. However, Grant does not expect there to be much change to the current figures he has provided.

Grant began by reflecting on the significant growth of the organisation over the past financial year. He reported an increase of 16% in total income, to \$523 374. Donations were down 42% with a total of \$50 485.69, and Grant considered this is a reflection of the current economic climate. Grant funding increased by 34% from the previous year, thanks to the Information, Linkages and Capacity Building (ILC) grant, with a total of \$452 000 in the income stream. Grant raised that the advance of \$200 000 for the ILC grant was received in June 2025, but due to administrative delays by the department, there was no chance to expend it, resulting in a 'Liability' of \$200 000 as at 30 June 2025.

Nick Avery (CEO) noted that SWAN will need to return unspent funds from the previous ILC grant which will end early on 9th December 2025. The new Information, Linkages and Capacity Building grant is replacing the ILC grant, and runs through until 30th December 2027. Grant explained that the Department of Health, Disability and Ageing (DHDA) will advise us of monies owed for the ILC grant, and he will manually calculate pays and other expenses between the two grants due to the changeover date occurring mid-pay cycle.

Grant also discussed the 'Funds Identified as Fraud' of \$2525 on the Balance Sheet, which is the result of a Facebook scam. The scammers seem to have mistakenly used SWAN's bank details for receipt of deposits, and as a result the victims deposited funds into SWAN's bank account. SWAN are working with the bank to refund the monies to the victims, which is a long process. The Balance Sheet is showing that the associated funds have been set aside in SWAN's old bank account for reimbursement by the bank. Operational funds have been moved to the new bank account.

Grant concluded that it has been a strong financial year for SWAN, however the reliance on short-term grant funding remains a challenge for long-term financial security.

Moved: Amy Munro

Seconded: Kate Heaslip

7. Staff Report

Nick Avery (CEO) provided the Staff Report, and highlighted the increasing membership and service utilisation across all of SWAN's activities. She noted a 23% increase in support across the Facebook Peer Support Group and the public Facebook page compared to last financial year. Nick advised that the total number of engagements over the financial year came to 24,861 (compared to 20,000 for the previous year). This is an average of 478 people engaged per week.

SWAN continues to be engaged by "Every Australian Counts" to provide systemic advocacy and co-design engagement as well as consultation. Nick represents SWAN and has had success in advocating for the NDIA to establish a "Rural and Remote Advisory Group" which commenced this financial year.

Nick advised of the multiple systemic advocacy submissions that have been made, as a result of volunteer effort and community donations, as SWAN does not receive any grant funding for advocacy work. She expressed her gratitude to Greg and Kathy Walsh who have provided monthly donations to SWAN for a long time, and continue to do so. Additionally, Nick commended the incredible Tina Williams, who has been volunteering as admin support with SWAN for 2 days per week, for 12 years. Nick advised of the hiring of new staff member, Sam Connor, who was instrumental in securing the funding for the

“Include Me” project, which she will also be working primarily on its delivery. She concluded by acknowledging the brilliant team of staff at SWAN.

Moved: Sarah Olszewski
Seconded: Amiee Pember

8. Acceptance of Annual Report

Moved: Ellen Cowcill
Seconded: Kate Heaslip

9. Questions to Existing Board Members

Nick Avery (SWAN CEO) explained that there is a Conflict of Interest on the Board with the marital relationship between herself and Treasurer, Grant Avery. Nick explained that this is managed by the requirement of two signatories to approve all outgoing payments, and that Nick and Grant never co-authorise payments. Payroll and other SWAN financial authorisations (eg. grant documentation) requiring both CEO and Treasurer authorisation are co-signed by another Board Member, usually the President.

10. Election of Board Members

Nick Avery (CEO) declared the positions of the SWAN Board open and announced the nominations as follows:

Nominations:

- Ant Pursell - President / General Board Member
- Amy Munro - Vice President
- Kate Heaslip - General Board Member
- Amiee Pember - General Board Member
- Grant Avery – Treasurer
- Ellen Cowcill – General Board Member
- Leah Wearne – General Board Member
- Abby Atkinson – General Board Member
- Sarah Olszewski – General Board Member

Nick highlighted the need for a Secretary. Amiee Pember nominated as the Secretary. All nominations were elected.

Elected:

- President – Ant Pursell
- Vice President – Amy Munro
- Secretary – Amiee Pember
- Treasurer – Grant Avery
- General Board Members:
 - Kate Heaslip
 - Leah Wearne
 - Ellen Cowcill
 - Sarah Olszewski
 - Abby Atkinson

Meeting closed:
7:08 pm