



Tropical Writers Inc.

PO Box 7772  
Cairns QLD 4870

## TWI 2022 ANNUAL GENERAL MEETING REPORTS & MINUTES

**Tropical Writers Inc.**

**Saturday 24 September 2022, Endeavour Foundation, Hoare St, Cairns**



**Report**  
**ANNUAL GENERAL MEETING**  
**24 September 2022**

Our meetings during the 2021-2022 year continued on the back on the COVID-19 pandemic, which presented challenges at times, but we pushed through nonetheless. We ran our monthly writing competition and enjoyed our regular program which includes Word of the Day, Literary Devices, 10 Questions/10 Minutes where we discover what makes our members tick, and guest appearances, as well as our break-out sessions with the off-the-cuff writing session becoming quite popular. We were successful in obtaining a grant from the Gambling Community Benefit Fund. The funds were used to establish a new and consistent branding for TWI, our corporate look and feel including our Facebook page, to develop a fresh new website, and to update our PA system.

We dived into the next anthology, receiving over 40 submissions including successful entries from the 2020 and 2021 monthly writing competitions. We have now moved into the production stage and hope to launch the anthology committee members Jeanette McInnes and Virginia Birt, for their work to date. by no means a small job, and not over yet!

Running on the well- regular monthly meetings and writing competition, the work will also in June 2023. After years of cancellations, we can look forward to the next Cairns Tropical Writers Festival on 24-26 either as a participant or a volunteer. Stay in touch with their activities by visiting their website [www.cairnstropicalwritersfestival.com](http://www.cairnstropicalwritersfestival.com) or subscribing to their eNews.

the support of Gillian, our secretary, Dave, Phillip, Jennifer and Jeanette on the management committee. They have my greatest thanks and I appreciate what they all brought and continue to bring to the table. Their support allows me to carry my duties to my best ability. They are what makes our monthly meetings so vibrant and enjoyable.

acknowledge Cairns Books, Cairns Central, for donating book vouchers for this popular activity.

L or being an important part of this community and for supporting this group.

I hope the rest of this year and 2023 are bright, successful and rewarding years for everyone.

*Lenka Wagner*

President

23 September 2022



**Secretary's Report**  
**ANNUAL GENERAL MEETING**  
**24 September 2022**

It has been a good year for Tropical Writers, following the lock-down year of 2020 during which our meetings ceased. In 2021 and all of 2022 we have been back in full swing, experiencing a regeneration of our membership, welcoming new members at almost every meeting. The number of members attending meetings before the pandemic was higher than it is now, and our average attendance at meetings is about 18-20. This has changed the dynamics of our meetings, and meetings are now more lively, interactive and inclusive: a welcome development. Numbers count.

The committee is engaged and active, with all members contributing and sharing the work-load, although Lenka still does the lion's share. Thank you, Lenka. Phillip fulfils the duties of the Secretary at committee meetings when Gillian is away, for which she is sincerely grateful. Thank you, Phillip. Dave continues his newsletter and other IT duties, and Jennifer and Jeanette contribute equally, resulting in a plethora of ideas with which to enliven our meetings, stimulate discussion and extend our knowledge of all things literary.

Our members are publishing prolifically, and are too numerous to list. We showcased nine of our authors during Library Week in August, and there are many more who we were unable to include at that event. Several are preparing manuscripts ready for publication, so we are all inspired to persevere and aim high. This companionship and support amongst us is the life-blood of our group.

Thank you to each and every member, as everyone's contribution is valuable and necessary.

It's a good time to be a Tropical Writer.

*Gillian McKenzie*

Secretary

21 September 2022



**Treasure's Report**  
**ANNUAL GENERAL MEETING**  
**24 September 2022**

1. Verified accounts as at 30 June 2022 have been prepared. The association's financial year runs from 1 July to 30 June.
2. Tropical Writers Inc. is a level 3 associated incorporation (i.e. both assets and revenue below \$20,000). This means we are not required to arrange for an audit to be prepared or appoint an auditor, however, we still have to lodge the financial report with the Office of Fair Trading. The responsibility for the accuracy of the financial report and its underlying transactions rests with the treasurer and the president of the association.
3. The 2022 financial statements were prepared by James Gaustad, CPA, BDO Australia (<https://www.bdo.com.au/en-au/cairns>), as an in-kind contribution. James is an Associate Director, Audit & Assurance, and works with a number of not-for-profit and Indigenous organisations as well as with multi-national and listed companies. The report is prepared based on recorded, and verified, income and expenses as a stand-alone entity.
4. For the year to 30 June 2022, TWI made a profit of \$498. Even though TWI is a not-for-profit organisation, a profit is actually a good and healthy thing. It flows back in for the benefit on the members. This means we can afford to purchase a storage cupboard, to make a donation to a worthwhile cause, or to contribute funds towards an anthology production or an event such as the planned writers' retreat next year, and to maintain a safe cash buffer going forward. TWI has no debt and doesn't intend to borrow.

The largest ongoing expense for TWI every year is insurance (we are required to hold a \$20m public liability insurance, we also hold association officials' cover) \$1,200 and administrative costs which include website & IT costs (hosting, domain management, IT support, maintenance). Our main source of income is through membership fees and members' contributions towards meeting costs.

5. The 2022 Financial Statements report is available for our members to review on TWI website at <https://www.tropicalwriters.com.au/about-us/governance/>.

*Lenka Wagner*

Treasurer

23 September 2022



## ANNUAL GENERAL MEETING Minutes

**Tropical Writers Inc.  
Saturday 24 September 2022 at Endeavour Foundation, Hoare St, Cairns**

**The meeting opened at 1.30 pm by Lenka Wagner, Chairperson**

**Present:** Phillip Dowsett, Heather Farmer, Jeanette McInnes, Fay McGrath, Des O'Neill, Fiona Landau, Ken Cotterill, Sachiko Davis, Lenka Wagner, Darren Walker, Deb Gavranich, Megan Formanek, Denise Petersen, Ali Hooker, Robyn Smith

**Proxies:** Nil

**Apologies:** Dave Hodges, Gillian McKenzie, Jennifer Marsden, Stephen Chong

**Quorum:** Confirmed

**President's Report:** Delivered by Lenka Wagner

Proposed: Jeanette McInnes

Seconded: Des O'Neill

Accepted unanimously

**Secretary's Report:** Delivered on behalf of the Secretary, Gillian McKenzie, by Phillip Dowsett

Proposed: Fay McGrath

Seconded: Denise Petersen

Accepted unanimously

**Treasurer's Report:** The Treasurer's Report and the Financial Statement as at 30 June 2022, delivered by Lenka Wagner

Proposed: Des O'Neill

Seconded: Denise Petersen

Accepted unanimously

**Election of Members of the Tropical Writers Inc. management committee**

Current committee stepped down.

Electoral Officer Ken Cotterill presented the following nominees for election:

President: Lenka Wagner

Vice-President: Phillip Dowsett

Secretary: Gillian McKenzie

Treasurer: Lenka Wagner

Ordinary member: Dave Hodges

Ordinary member: Ali Hooker

Ordinary member: Jennifer Marsden

Ordinary member: Jeanette McInnes

**Resolution:** That the persons nominated be accepted as members of the Tropical Writers Inc. management committee

Proposed: Faye McGrath

Seconded: Des O'Neill

The Electoral Officer declared the result of the election: the committee was elected unopposed.

The Chairperson thanked the Electoral Officer for conducting the election.

**Other Business:** Upcoming Events

Work on the Anthology is proceeding. The Anthology Committee has finalised the submissions to be included and a consent form sent to the respective authors. Tropical Writers Inc. is aiming to have the Anthology produced for release at the Cairn Tropical Writers Festival, 24-26 February 2023.

The Committee is planning a writers' retreat for June 2023.

On 30 October Tropical Writers Inc. will participate in a collaboration with Cairns City Council Library for Seniors Month through a panel discussion titled: Leaving a Legacy - The Gift of Memoir Writing.

**The meeting closed at 2.30 pm**

*Signed as a correct and accurate record of the meeting*

Chairperson: Lenka Wagner

Signature:



Date:

27 September 2022

