

**Minutes of the Thirteenth Annual General Meeting of  
Quality Education Nepal Incorporated  
(formerly Nepali Village Initiatives Association Inc.)  
held at 4:00pm, Sunday 26<sup>th</sup> November 2023 via Zoom.**

**Membership at date of meeting** (donors of \$20+ this calendar year):

15 individuals or couples (20 total)

**Present on Zoom:**

Simon Cowen, Peter Fishley, Peter Hall; Ronda Hall, Ian Latham, Brian Wilkinson. Michael Dillon and George Hillary attempted unsuccessfully to join the Zoom meeting.

**Apologies:** Henk Bak; Ralph Lewis

**Quorum:** There being more than the minimum of 3 members present in person or by proxy a quorum was declared.

**Adoption of Minutes:** Minutes of the Twelfth Annual General Meeting held on 27<sup>h</sup> November 2022 were adopted unanimously after adding Ian Latham to those present (moved Simon, seconded Ian)

**President's Report:** The President's report was accepted.

**Appointment of an accountant:**

Association accounts are maintained by the President acting as Treasurer. Having annual revenue of less than \$250,000 the Association is not required by Consumer Affairs Victoria nor by the Australian Charities and Not-for-Profit Commission to have its accounts audited.

In pursuance of the agreement at the 2022 AGM that arrangements be made for the accounts to be reviewed by a Certified Practising Accountant, it was agreed that Warnock Chartered Accountants of 171 Union Road, Surrey Hills, VIC be appointed accountants to the Association (moved Simon, seconded Ronda)

**Treasurer's Report:**

Financial details of the operation of the Association for the year ended 30 June 2023 and the financial position at the end of that year were presented to the meeting for discussion.

It was then moved that the Treasurer be instructed to complete the consolidation of financial reports for submission to and approval by the Board followed by submission to the Australian Charities and Not-for-profits Commission and to the Association's appointed accountants for review, and subsequently to post them to the QEN website.

**Election of Directors:**

Simon Cowen; Michael Dillon, Peter Hall and Ronda Hall were re-elected as Directors.

**Change of Address:**

It was agreed that the registered address of the Association be changed to 4 Dane Avenue Bell Post Hill 3215.

**Other matters:**

No other matters were brought to the meeting which closed at 4:30 pm.