Minutes

Revenue Professionals SA Annual General Meeting

NOTICE IS HEREBY GIVEN THAT THE 32nd ANNUAL GENERAL MEETING OF THE REVENUE PROFESSIONALS SA IS TO BE HELD ON THURSDAY 6th FEBRUARY 2025 AT THE NOVOTEL, BAROSSA VALLEY

We invite you to nominate for election to the RPSA Board
Nominations must be lodged PRIOR to the commencement of the AGM.
The Nomination Form is available on the website:
https://www.revenueprofessionalssa.com.au/index.php/board/board-nomination

Meeting Opened at 3.25pm

1. **Present –**
   Seventy Three (73) Members were present for the Annual General Meeting - **see attached list**

2. **Apologies –** Michael Kelledy

3. **Previous Minutes**

   Recommendation: *That the Minutes of the previous Annual General Meeting held at The Bend Motorsport Park on Thursday 8th February 2024 were confirmed in accordance with the resolution of that meeting and that a copy has been placed on the website.*

   Moved – *Megan Bayly (Mount Barker District Council)*
   Seconded – Deb Foster (City of Playford)
   All in favour – carried

4. **President's Annual Report**

   Welcome to our Annual General Meeting for 2025, and to the stunning Novotel Barossa Valley Resort, where we gather today. It's a pleasure to reflect on the successes of the past year and to share the exciting progress we've made as an organisation. The beautiful setting of this venue is a reminder of the importance of coming together, and I look forward to the continued growth and collaboration that lies ahead for Revenue Professionals SA.

   A Year of Progress and Reflection
   As we look back on 2023/2024, I am pleased to report a year filled with positive developments. I would like to take this opportunity to extend my deepest gratitude to our RPSA Board Members, whose commitment and hard work have been integral to ensuring that we meet out strategic objectives. Thanks to their efforts, we have continued to support our members and advocate for the important work we do within the industry.

   Key Projects and Ongoing Initiatives
   Several key projects that were highlighted in last year's President's Annual Report continue to evolve and progress. These initiatives aim to deliver long-term benefits for our members.

- **LDA R&D Grant Funding Scheme** – To briefly recap: RPSA, with the support of the OVG, aims to apply to this grant funding in the first half of 2025. If successful, the funding will be used to formulate a set of guidelines to assist councils to defend Objections to Land Use matters that go before SACAT, ensuring that our industry is well-represented and that councils have the resources needed to address these issues effectively.
- **Review of the Memorandum of Agreement (MOA) with OVG (Land Services)** – This ongoing review aims to standardise and formalise the suite of Land Title Office (LTO) reports provided to councils, ensuring greater consistency and clarity in the services offered to local government.

I am pleased to report that these projects are progressing, but as with all collaborative efforts involving multiple stakeholders, it is often the nature of such initiatives that they take time. We remain committed to their successful completion, and we will continue to update you on their progress.

Introducing the Mentorship Program

In addition to the ongoing projects, I am excited to announce the launch of the RPSA Mentorship Program. This initiative aims to connect experienced revenue professionals with newer members, creating a dynamic environment of knowledge-sharing and professional growth. Thank you to all those who completed the recent survey and expressed interest in participating in the program. Your enthusiasm and support are appreciated, and we are excited to see how this program will benefit both Mentors and Mentees in the year to come.

Annual Conference 2024

Our 2024 Annual Conference, held at The Bend Motorsport Park, was a success, with much positive feedback received. I would like to personally thank those of you who completed the post-conference survey. Your valuable feedback is shaping the future of our events and helping us plan for an even better experience, for 2025 and beyond.

Acknowledging Our 2023/2024 Sponsors

None of these initiatives would be possible without the generous support of our sponsors. On behalf of the RPSA Board, I would like to express our sincere thanks to the sponsors who made the 2023/2024 event possible:

- **Gold Sponsors:** Payble, Australian Payments Plus, ARMA, Oakbridge Lawyers
- **Silver Sponsors:** Lane Communications, Scott Lawyers, Bing
- **Bronze Sponsors:** Forms Express, Harbour Software

Open Communication and Ongoing Support

RPSA's aim is to provide you with the tools, training, and resources you need to excel in your roles—not only for your professional development but also for the benefit of the councils and communities we serve.

It is heartening to see that the number of enquiries to our secretary inbox continues to increase, reflecting a growing engagement with RPSA. We welcome all enquiries, and are committed to providing timely, accurate, and well-considered responses. Please continue to reach out to us with any questions or concerns you may have.

Looking Ahead 2024/2025 and Beyond

As we look toward the next twelve months, I am excited about the opportunities that await. We are committed to delivering quality support, training, and development to ensure that you continue to thrive in your roles.

I'd like to acknowledge our current sponsors that have made the conference here at the beautiful Novotel Barossa Valley Resort possible:

- **Gold Sponsors:** Forms Express, Scott Lawyers, Lane Communications, ARMA Group, Oakbridge Lawyers

- **Silver Sponsor:** Australian Payments Plus
- **Bronze Sponsors:** Payble and Devonish Harris & Henderson Lawyers (DHH)

We are excited to welcome Devonish Harris and Henderson (DHH) as a new sponsor for the current year. We are grateful for the continued support of all our sponsors, without whom our events and projects would not be possible.

On behalf of the Board, I thank both members and sponsors for your ongoing commitment to RPSA, as we look forward to an exciting year ahead!

Recommendation: *That the President's Annual Report for the period ending 4th February 2025 be noted.*
Moved – *Oshianna Eyles (Berri Barmera Council)*
Seconded – *Matt Kern (City of Mitcham)*
All in favour – carried

5. Treasurer's Annual Report and Audited Financial Statements

Roy Allen, external treasurer for Revenue Professionals SA, delivered an update on income and expenses for the year ending 30 June 2024.

Recommendation: *That the Treasurer's Annual Report and Audited Financial Statements be noted and adopted for the period 1 July 2023 to 30 June 2024.*
Moved *– Kylie Sunners (City of Charles Sturt)*
Seconded *– Ben Griffen (City of Burnside)*
All in favour *- carried*

6. Appointment of Auditor

Recommendation: *That Alpha Advisory be appointed as Auditor for Revenue Professionals SA for the period 1 July 2024 to 30 June 2025.*
Moved – Ros Jarvis (Wakefield Regional Council)
Seconded – Kylie Sunners (City of Charles Sturt)
All in favour - carried

7. Constitution

There are no proposed changes to the Constitution.

8. Membership

8.1 New Members
The President presented New Members with their membership kits, including a certificate

Ann Jayasinghe - City of Norwood Payneham & St Peters
Belinda Ridgway - City of Mitcham
Bernadette Evans - Kangaroo Island Council
Bethany Tredrea - The Barossa Council
Christine Huggett - City of West Torrens
Delyth Taylor - Coorong District Council
Haley Kotaras - Port Pirie Regional Council

Halyna Bai - District Council of Grant
Holly Nixon - Light Regional Council
Holly Strange - Adelaide Plains Council
Jodie Harvey - Corporation of the City of Whyalla
Kate Bartlett - Alexandrina Council
Kelly Wilksch - The Barossa Council
Kerry Pearce- City of Playford
Lattisha (Tish) Moritz - Renmark Paringa Council
Lauren Telfer - Town of Walkerville
Matthew Fuss - Clare & Gilbert Valleys Council
Megha Pandya - City of Burnside
Rachel Briese - District Council of Cleve
Rao Kamran Rafique- Southern Mallee District Council
Renee Kakoschke - The Barossa Council
Taylah Stevens - Municipal Council of Roxby Downs
Tracey Spriggs - City of Port Lincoln

8.2 Life Membership

Nil

9. Election of the Board for the period commencing 7th February 2025

Members were advised that nominations were open for a role on the RPSA Board. Current Board Members were also asked to confirm their willingness to continue on the Board.

One new nomination was received from the membership as follows:

- Luke Schubert – City of Playford

Continuing Board Members:

- Sacha Holme, Adelaide Hills Council
- Kylie Sunners, City of Charles Sturt
- Ben Griffen, City of Burnside
- Michael Moyle, Mount Barker District Council
- Jodie Hagger, The Rural City of Murray Bridge
- Caroline Moffatt, Campbelltown City Council
- Michael Kelledy, Kelledy Jones Lawyers
- Roslyn Jarvis, Wakefield Regional Council
- Megan Woolford, City of Holdfast Bay

Retiring Board Members:

- **Roy Allen -** External treasurer - RPSA

Recommendation: *That:*

1. *It is noted that there must be not less than seven (7) nor more than ten (10) Board Members appointed to the Board.*

2. *The following Board Members be appointed to the Board for 12 months commencing 7th February 2025:*
   a. *Continuing Board Members:*
      - *Sacha Holme, Adelaide Hills Council*
      - *Kylie Sunners, City of Charles Sturt*
      - *Ben Griffen, City of Burnside*

- *Michael Moyle, Mount Barker District Council*
- *Megan Woolford, City of Holdfast Bay*
- *Jodie Hagger, The Rural City of Murray Bridge*
- *Caroline Moffatt, Campbelltown City Council*
- *Michael Kelledy, Kelledy Jones Lawyers*
- *Rosalind Jarvis, Wakefield Regional Council*

b. New Board Member:

- *Luke Schubert, City of Playford*

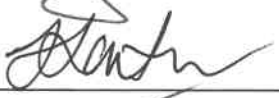
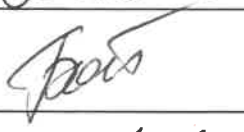
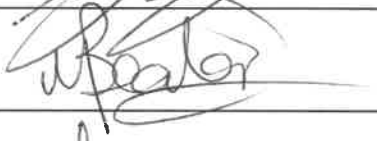
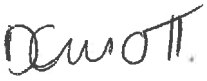
Moved – Matt Kern (City of Mitcham)
Seconded – Deb Foster (City of Playford)
All in favour - carried

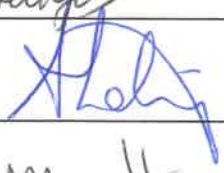
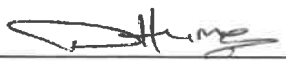
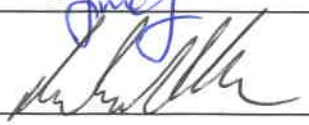
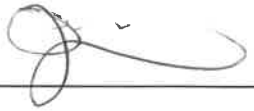
10. Confirmation of the Minutes

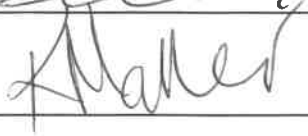
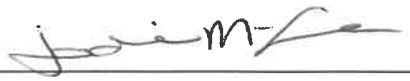
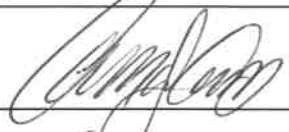
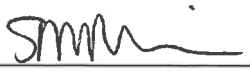
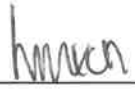
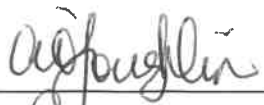
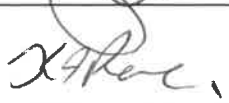
Recommendation: *That the Revenue Professionals SA Board be authorised to confirm the Minutes of this Annual General Meeting at its next meeting.*
Moved – Jodie Hagger (Rural City of Murray Bridge)
Seconded – Megan Woolford (City of Holdfast Bay)
All in favour - carried

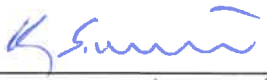
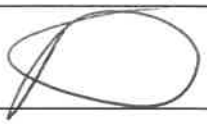
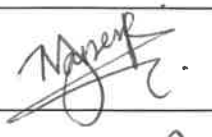
11. Close –
The meeting closed at 3:50pm

RPSA - AGM Attandance List

First Name	Surname	Council	Signature
Roy	Allen	Revenue Professionals SA Incorporated	
Tania	Arthur	City of Onkaparinga	
Halyna	Bai	District Council of Grant	
Marcia	Balogh	The Barossa Council	
Kate ~~Ka~~	Bartlett	Alexandrina Council	
Megan	Bayly	Mount Barker District Council	
Nicola	Beaton	Tatiara District Council	
Debra	Bray	Yorke Peninsula Council	
Jenny	Bruce	Copper Coast Council	
Kym	Caulfield	City of Unley	
Courtney	Clarke	Kingston District Council	
Ashleigh	Davidson	LARMAQ	
Judie	Dellow	Mount Barker District Council	
Jade	Donahoo	Mount Barker District Council	
Christine	Donnon	City of Salisbury	
Darlene	Elliott	City of Tea Tree Gully	
Hayley	Engelhardt	City of Prospect	
Bernadette	Evans	Kangaroo Island Council	

Oshianna	Eyles	Berri Barmera Cuncil	
Debra	Foster	City of Playford	
Danae	Fretwell	District Council of Yankalilla	
Matthew	Fuss	Clare & Gilbert Valleys Council	
Kristen	Gilbertson	Alexandrina Council	
Alison	Ginever	City of Charles Sturt	
Karen	Green	City of Charles Sturt	
Ben	Griffen	City of Burnside	
Jodie	Hagger	Rural City of Murray Bridge	
Sally	Hedges	Tatiara District Council	
Sacha	Holme	Adelaide Hills Council	
Christine	Huggett	City of West Torrens	
Deirdre	Hume	District Council of Yankalilla	
Ros	Jarvis	Wakefield Regional Council	
Ann	Jayasinghe	City of Norwood Payneham & St Peters	
Renee	Kakoschke	The Barossa Council	
Jenny	Karagiannis	Berri Barmera Council	
Matt	Kern	City of Mitcham	
Haley	Kotaras	Port Pirie Regional Council	

Suzie	Kovacev	City of Charles Sturt	
Kim	Lennard	City of West Torrens	
Taryn	Linke	City of Holdfast Bay	
Katrina	Maher	Adelaide Hills Council	
Jodie	McFarlane	Naracoorte Lucindale Council	
Liz	McRostie	District Council of Grant	
Prue	Millner	City of Onkaparinga	
Caroline	Moffatt	Campbelltown City Council	
Lattisha (Tish)	Moritz	Renmark Paringa Council	
Michael	Moyle	Mount Barker District Council	
Kelly	Munday	Town of Gawler	
Emily	Muthuvelu	City of Onkaparinga	
Shannon	Nielsen	District Council of Ceduna	
Holly	Nixon	Light Regional Council	
Kelly	Nobbs	City of West Torrens	
Anne	O'Loughlin	District Council of Robe	
Fiona	Opitz	Light Regional Council	
Kerry	Pearce	City of Playford	
Karen	Pfitzner	Clare & Gilbert Valleys Council	

Rao Kamran	Rafique	Southern Mallee District Council	
Rhonda	Rees	The Flinders Ranges Council	
Belinda	Ridgway	City of Mitcham	
Naomi	Ridley	District Council of Loxton Waikerie	
Jo	Scheidl	City of Mount Gambier	
Luke	Schubert	City of Playford	
Ros	Scutella	City of Norwood Payneham & St Peters	
Tracey	Spriggs	City of Port Lincoln	
Narelle	Stevens	LARMAQ	
Holly	Strange	Adelaide Plains Council	
Kylie	Sunners	City of Charles Sturt	
Delyth	Taylor	Coorong District Council	
Lauren	Telfer	Town of Walkerville	
Bethany	Tredrea	The Barossa Council	
Natalie	Trestrail	Port Pirie Regional Council	
Janice	van der Pennen	Alexandrina Council	
Karen	Wehrmann	City of Salisbury	
Keely	Westhoff	District Council of Kimba	
Maneshi	Wickramasinghe	City of Unley	

Taylah Stevens Roxby Council

Kelly	Wilksch	The Barossa Council	
Megan	Woolford	City of Holdfast Bay	MWoolford

ALPHA ADVISORY
CHARTERED ACCOUNTANTS

ABN: 90 637 768 784
273 Main North Road, Enfield, SA, 5085
PO Box 544 PROSPECT EAST SA 5082

08 8344 6871
admin@alphaadvisory.com.au
www.alphaadvisory.com.au

Revenue Professionals SA Inc
Independent Auditor's Report
To the Members of
Revenue Professionals SA Inc

Report on the Financial Report
We have audited the accompanying financial report of Revenue Professionals SA Inc (the Association) which comprises the Statement of Financial Position as at 30th June 2024, the Statement of Profit & Loss, the Balance Sheet for the year then ended, and the Statement by Members of the Committee.

Committee's Responsibility for the Financial Report
The Committee of the Association is responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Associations Incorporation Act (South Australia) and for such internal control as the committee determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility
Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error.

In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial report that gives a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Committee, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion
In our opinion, the financial report of Revenue Professionals SA Inc is in accordance with the Associations Incorporation Act (South Australia), including:

1 Giving a true and fair view of the Association's financial position as at 30th June 2024 and of its performance for the year ended on that date: and

2 Complying with Australian Accounting Standards (including Australian Accounting Interpretations).

Xinyu Chen
Alpha Advisory SA Pty Ltd
CA 627574

Date: 10/01/2025

ALPHA ADVISORY
CHARTERED ACCOUNTANTS

ABN: 90 637 768 784
273 Main North Road, Enfield, SA, 5085
PO Box 544 PROSPECT EAST SA 5082

08 8344 6871
admin@alphaadvisory.com.au
www.alphaadvisory.com.au

Auditor's Independence Declaration
Under Section 307C of the Corporations Act 2001

To the Members of Revenue Professionals SA Inc

I declare that, to the best of my knowledge and belief, in relation to the audit of Revenue Professionals SA Inc for the year ended 30 June 2024 there have been:

(a) No contraventions of the auditor independence requirements as set out in the Corporations Act 2001 in relation to the audit; and
(b) No contraventions of any applicable code of professional conduct in relation to the audit.

Xinyu Chen
CA 627574
Alpha Advisory SA Pty Ltd

Date: 10/01/2025

Profit and Loss

Revenue Professionals SA
For the year ended 30 June 2024

	2024
Trading Income	
Annual Conference	64,761.04
Memberships	10,999.96
Other Income	99.95
Sponsorships	56,245.45
Total Trading Income	**132,106.40**
Gross Profit	**132,106.40**
Other Income	
Other Income - Non-Taxable	3,612.70
Total Other Income	**3,612.70**
Operating Expenses	
Accounting & Audit fees	3,407.28
Annual Conference Expenses	96,112.03
Bank & PayPal Fees	421.08
General Expenses	726.00
Honorarium	1,000.00
Insurance	584.42
Subscription fees	2,754.28
Website Hosting	420.00
Website Maintenance	3,575.00
Total Operating Expenses	**109,000.09**
Net Profit	**26,719.01**

Balance Sheet

Revenue Professionals SA

As at 30 June 2024

	30 JUNE 2024	30 JUNE 2023
Assets		
Bank		
RPSA - Credit Card Society Cheque Account	1,644.12	662.37
RPSA - Main Society Cheque Account	55,737.56	37,167.54
Total Bank	**57,381.68**	**37,829.91**
Current Assets		
Accounts Receivable	825.00	220.00
GST	57.00	-
Total Current Assets	**882.00**	**220.00**
Total Assets	**58,263.68**	**38,049.91**
Liabilities		
Current Liabilities		
Accounts Payable	-	3,454.30
GST	-	3,050.94
Total Current Liabilities	**-**	**6,505.24**
Total Liabilities	**-**	**6,505.24**
Net Assets	**58,263.68**	**31,544.67**
Equity		
Current Year Earnings	26,719.01	(60,979.43)
Retained Earnings	31,544.67	92,524.10
Total Equity	**58,263.68**	**31,544.67**