NOTICE OF THE ANNUAL GENERAL MEETING OF RECFISHWEST

Dear Recfishwest Member

As the Chief Executive Officer of Recfishwest I have great pleasure in advising that the Recfishwest 2015 Annual General Meeting (AGM) will be held on Wednesday 21 October in the “State Room” of the Fremantle Sailing Club, 151 Marine Terrace, Fremantle commencing at 6.30pm.

At the meeting, members will be asked to:

- Accept the minutes of the 2014 annual general meeting
- Accept the annual report and financial statements
- Appoint an auditor
- Vote on any resolutions proposed
- Vote in the Director Election

The following special resolution will be proposed at the annual general meeting:
- Recfishwest Life Membership

Included with this notice are:
1. The meeting agenda, the minutes of the 2014 annual general meeting, Notice of Special Resolution and Candidate’s background information
2. Special Resolution Voting Form
3. Ballot Paper for Director Election

NOTE:
If you wish to cast a vote prior to the AGM in the Director Election and/or a vote on the Special Resolution, the Ballot Paper and Special Resolution Voting Form must be returned to us by 5pm Tuesday 20 October 2015 to be counted.

ONLY financial members will be entitled to vote at the AGM, so please renew your membership if required. We will have contacted you separately if your membership is due to expire before the AGM.

Please RSVP by email to record your attendance or apologies no later than 5pm Friday 16th October 2015 to recfish@recfishwest.org.au.

Yours sincerely

Andrew Rowland
Chief Executive Officer

8 October 2015

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WA Recreational and Sportfishing Council (Inc) trading as Recfishwest ABN: 77922 817 608
Representing Western Australia’s Recreational Fishers
ANNUAL GENERAL MEETING

Wednesday 21 October 2015 at 6.30pm
Fremantle Sailing Club
“State Room”
151 Marine Tce
FREMANTLE

AGENDA

1. Welcome
2. Apologies
3. Acceptance of minutes of 2014 Annual General Meeting (AGM)
4. Presentation of Annual Report and Financial Statements
   4.1 Adoption of Annual Report and Financial Statements
   4.2 Appointment of Auditor
5. Special Resolution – Addition to the Rules (Constitution) of Recfishwest – Recfishwest Lifetime Award
6. Election of Directors
7. Close formal part of AGM
8. Presentation on Recfishwest’s achievements and future projects.
MINUTES OF ANNUAL GENERAL MEETING

Held on Wednesday 15 October 2014
in the State Room, Fremantle Sailing Club
Marine Terrace, Fremantle

1. WELCOME

The Chairman, Andrew Matthews, declared the meeting open at 7:00pm and welcomed members. He thanked them for coming to the 2014 Annual General Meeting. The Chairman also acknowledged those Board members who were present and Recfishwest staff members.

Members Present:
BRAY, Robert
BRAY, Tim
BURTON, Kim
COOPER, Paul
ELLIS, Geoff
DONNELLY, Mike
GUTHRIE, Alan
HALSE, Norman
JAGGER, Phil
KING, Stuart
LONGBOTTOM, Simon
MATTHEWS, Andrew
MUNKELT, Simon
SEMenow, Stan
SEWELL, Ian
STEVENS, Robert
THORBURN, Dean
VEGVARY, Adam

Recfishwest staff:
Andrew Rowland, Chief Executive Officer
Leyland Campbell, Principal Policy Officer
Yvette Guy, Office Manager
Tim Grose, Community Relations & Information Officer
Matt Gillett, Regional Policy Officer
Ellen Smith, Policy Officer
James Florisson, Research Officer
Ruth Sprague, Administration Officer

2. APOLOGIES

Minister for Fisheries, Hon Ken Baston MLC
Department of Fisheries Acting Director General, Heather Brayford

ANDERSON, Geoff KRAUSE, Frank
BABIDGE, Kate LISSIMAN, Skip
BINGHAM, Collin LITTLE, Ben
BOLAND, Julian LITTLE, Paul
BRADBURY, Stephen LOCKWOOD, Clinton
BURGESS, Michael LONGO, Paul
CAMPBELL, James LOXTON, Brian
CARLISLE, Graham MASHETTE, Dale
CHAVE, Matthew McKEOWN, Pat
COOMBES, David McLERNON, Simon
COOTE, Pete OOSTHUIZEN, Danie
3. ACCEPTANCE OF MINUTES OF 2013 ANNUAL GENERAL MEETING

The Chairman called for acceptance of the minutes of the Annual General Meeting on 3rd October 2013.

MOTION: ‘that the Minutes of the Annual General Meeting of 3rd October 2013 be accepted as a true and accurate record of proceedings’.

Moved: Geoff Ellis Seconded: Norman Halse
Motion Carried.

4. PRESENTATION OF ANNUAL REPORT AND FINANCIAL STATEMENTS

Members were directed toward a copy of the Annual Report that they were given on arrival.

Andrew Rowland (Chief Executive Officer) expressed that he felt the Annual Report was a great representation of the fantastic achievements of Recfishwest over the past twelve months. Members were asked to look at the governance section of the Annual Report in particular, to see the great efforts the Board had made toward achieving the ASX principles and standards of governance. The Chief Executive Officer wished to acknowledge Kevin Gammage as Chair of the Governance Committee in particular, for his efforts to align Recfishwest’s governance with those standards and recommendations made by the ASX. The Chief Executive Officer believed that the organisation now had better transparency and accountability, with all governance information available on the website.

The Chief Executive Officer made note of the strategic plan at the rear of the Annual Report and believed that it was a testament to the Board in providing the staff and the executive with clear goals and targets in the strategic direction of Recfishwest for the long-term.

The Chairman asked members if they had any questions regarding the Annual Report. No questions were raised from the floor.
4.1 ADOPTION OF ANNUAL REPORT, FINANCIAL STATEMENTS AND AUDITOR’S REPORT

The Chief Executive Officer reported on Recfishwest’s financial position, referring members to the audited financial statements within the Recfishwest Annual Report, as presented by Ray Woolley Pty Ltd, who had provided auditing services to Recfishwest over the past year.

Members were asked for comments and questions regarding the Annual Report including the Financial Statements and Auditor’s Report.

No questions were raised from the floor.

MOTION: “that the 2013/2014 Annual Report including the Financial Statements and the Auditor’s Report be accepted”.

Moved: Simon Longbottom Seconded: Geoff Ellis
Motion Carried.

4.2 APPOINTMENT OF AUDITOR

The Chief Executive Officer advised that Recfishwest had used the services of Nulsen Business Services. Given a restructure in the office, he advised members that Recfishwest had now employed an accountant internally to process all financial transactions and payroll services.

It was recommended by the Recfishwest Board that Recfishwest retain the services of independent auditor Ray Woolley Pty Ltd for the period 2014-2015.

MOTION: “that Ray Woolley Pty Ltd is appointed as Recfishwest’s Auditor for the next twelve months”.

Moved: Geoff Ellis Seconded: Stuart King
Motion Carried.

5. ELECTION OF DIRECTORS

The Chairman suggested that Yvette Guy, Office Manager; Ruth Sprague, Administration Officer; and James Florisson, Research Officer perform the roles of Returning Officer and Scrutineers.

MOTION: “that Yvette Guy, Office Manager; Ruth Sprague, Administration Officer; and James Florisson, Research Officer perform the roles of Returning Officer and Scrutineers”.

Moved: Tim Bray Seconded: Phil Jagger
Motion Carried.

The Chief Executive Officer reported that there were three Director vacancies for two year terms. He noted that it was great to have five strong and highly experienced candidates nominating for the vacancies, and that the elections demonstrated a healthy form of democracy and an important part of the organisation’s good governance. The Chief Executive Officer acknowledged the Director nominees; Michael Burgess, Jason Froud, Ben Little, Ian Sewell and Dean Thorburn. He introduced those who were present, and offered the apologies of those absent.

The Chairman called for any final ballot papers.

The Returning Officer and Scrutineers left the room to tally the votes.

The Chairman delivered his report on the operations of Recfishwest over the past twelve months. He congratulated the staff on their work and thanked the Minister for Fisheries (both past and present), the previous Director General of the Department of Fisheries, Stuart Smith, and the new Acting Director General Heather Brayford, staff of the Department of Fisheries, and the numerous volunteers who contribute to recreational fishing across Western Australia. The Chairman outlined Recfishwest’s position and responsibilities in serving the wider recreational fishing community, noting that communication had become a key component of Recfishwest’s responsibilities. This service was highlighted by the survey and consultation done with the
greater recreational fishing community on both how their fisheries should be managed, and where licence money revenue should be invested, with over 1000 respondents.

The Chairman discussed the Recreational Fishing Initiative Fund projects, and the investment in priorities decided upon based on community consultation. The success stories included artificial reefs, Fish Aggregations Devices and fish stocking, all of which led to the enhancement of recreational fishing opportunities. The Chairman believed Recfishwest had made great progress in developing its co-management role with the Department of Fisheries.

He noted that it was his last term as Chairman and thanked past and present board members, the Chief Executive Officer, staff, and the broader recreational fishing community, and that he was proud to have been a part of the achievements of Recfishwest over his six years of term.

The Chief Executive Officer thanked the Chairman for his dedication and passion in his role and in particular his dedication to the recreational fishing community. The Chief Executive Officer noted that the Chairman had often put in 40 or 50 hours per week for the organisation, and he believed the Chairman’s passion would continue to benefit the recreational fishing community into the future.

Question from the floor: What funding does Recfishwest get from the recreational fishing licences?

The Chief Executive Officer answered that the revenue from recreational fishing licences were held in a trust fund called the Recreational Fishing Account. Recfishwest’s annual funding is equivalent to 15% of reported recreational fishing licence contributions or the Recreational Fishing Account, 25% of the account is reserved for the Recreational Fishing Initiatives Fund and the rest is allocated to compliance, research, management, and restocking of trout in freshwater bodies. The Chief Executive Officer noted that Recfishwest administers the Recreational Fishing Initiatives Fund at zero cost to government. The proposed investment of licence monies is presented to Minister, along with recommendations from the Department of Fisheries, making the process highly transparent. He mentioned that each project had specific milestones and that the Department of Fisheries will not release further fund for an individual project until Recfishwest has evaluated and is satisfied with the achievement of those milestones.

Follow-up question from the floor: What is Recfishwest doing in terms of long-term funding, given that it could be easily lost if Government changed its mind?

The Chief Executive Officer answered that Recfishwest was working to secure its funding in the long term and reinforced the importance of a larger membership base. The long-term sustainability of Recfishwest is one of the strategies that the Board deals with on a monthly basis. Recfishwest remains mindful that it operates within a highly political environment, and needed to secure its long-term funding.

The Chairman again referred members to the ASX guiding principles and the efforts the Board had made in achieving those standards. Ian Sewell noted that as Recfishwest is a not-for-profit, it is not required to meet ASX standards, but was going above and beyond its mandate as an organisation.

When the votes had been counted, the Chief Executive Officer announced that the Directors elected to serve two year terms on the Recfishwest Board of Management were Ian Sewell, Dean Thorburn and Michael Burgess.

The Chief Executive Officer noted that Ben Little and Jason Froud would be invited to be involved in Recfishwest committees and placed on an Eligibility List to be included in other Recfishwest activities. The Chief Executive Officer thanked everybody for their efforts and solid applications and congratulated those elected.

MOTION: “that the election of Ian Sewell, Dean Thorburn and Michael Burgess be accepted, and the ballots destroyed.

Moved: Kim Burton  Seconded: Stuart King
Motion Carried.

The Chairman congratulated and welcomed the new Directors, informing them that the next Board meeting would be on the 16th October 2014, where they would elect a new Chairman. He welcomed Michael Burgess as a new director, and thanked those returning directors.
6. **SPECIAL RESOLUTION – ALTERING THE RULES (CONSTITUTION) OF RECFISHWEST**

**Background**

The Chief Executive Officer noted that the proposed changes to the constitution reflected the Board reforms and recognised good governance. He said there was a desire from the Board to acknowledge the importance of communications and as part of Recfishwest’s future and legacy, the Board wished to formalise the Communications Committee. For the longevity of good governance, the Board wished to enshrine a Remuneration and Nominations Committee. As per the constitution, 75% of members were required to support a resolution.

The votes were tallied: Total of 43 votes, 3 not in favour, 40 in favour.

The Chairman advised that by Special Resolution, the constitution of the West Australian Recreational & Sportfishing Council Inc. be amended as follows:

1. Clause 16.2 be amended to read:
   
   "16.2 The Board must establish:
   (a) a Governance Committee;
   (b) a Finance, Audit and Risk Committee;
   (c) a Communications Committee; and
   (d) a Remuneration and Nominations Committee.

2. Each of clauses 9.2, 9.3(c), 9.3(d) and 25.6 be deleted and the references to all paragraph numbers within the amended constitution be updated accordingly.

Moved: Geoff Ellis  
Seconded: Simon Longbottom  
Motion Carried.

7. **REVIEW OF BOARD REMUNERATION**

In light of greater responsibility and the increased work load of the committees, the Board have recommended that the current maximum aggregate fixed amount for which Directors can be remunerated for their services should be increased from $50,000 to $70,000.

Current Board remuneration:
- Board Honorariums cost $40,000
- Sitting fees currently $7,500
- Total of $47,500 within the cap of $50,000

The Chairman noted that although it is not necessarily going to exceed $50,000, it is prudent that the organisation allow for a greater buffer, particularly given the potential honorariums for two new committees, namely the Remuneration and Nominations, and Communications Committee’s.

MOTION: “that the maximum aggregate fixed remuneration amount be set at $70,000”.

Moved: Michael Donnelly  
Seconded: Phil Jagger  
Motion Carried.

8. **CLOSE FORMAL PART OF ANNUAL GENERAL MEETING**

The Chief Executive Officer again thanked the Chairman, and presented him with a parting gift. He noted that the Chairman had been on the Board since 2009, and had served as Chairman for 6 years.

The Chairman thanked staff and directors, and expressed that he had thoroughly enjoyed his time with Recfishwest and wished the incoming Chairman good luck.

The Chairman declared the formal part of the meeting closed at 7:50pm.

The Chairman thanked all the members for attending and invited them for refreshments at the bar.
Agenda Item 5

NOTICE OF SPECIAL RESOLUTION

Purpose: Amending the Recfishwest Constitution

Meeting Date: 21 October 2015

Proponent: Recfishwest Board of Directors

In accordance with Section 17(1) of the Associations Incorporation Act (WA) 1987 any alteration to the rules (Constitution) of an incorporated association must be by special resolution.

The following resolution will be proposed at the Annual General Meeting to be held on Wednesday 21 October 2015 to amend the constitution of Recfishwest.

Resolution

"By Special Resolution, the constitution of West Australian Recreational & Sportfishing Council Inc. be amended as follows:

4.8 Life Membership

(a) A Member may by way of writing nominate another Member for Life Membership of the Council giving reasons as to why Life Membership should be granted.

(b) The Board at its sole discretion may confer Life Membership on a Member who:

(i) has rendered special and outstanding services to the Council; and
(ii) has not, within 30 days of being given written or oral notice from the Board of the grant of the Life Membership, provided the Board with written notice rejecting the grant of the Life Membership.

(c) Subject to clause 6, the holder of a Life Membership has all of the rights privileges and obligations of an Ordinary member or Affiliate Member pursuant to clause 4.5, for the period of their life and without the requirement to pay an annual subscription.

Background

By way of summary, the proposed amendments seek to:

Establish a Life Membership category that recognises distinguished achievement and service of the highest degree by a member of Recfishwest. This is the highest honour the Board of Directors can bestow upon a Member.

In considering the award of Life Membership an individual must have demonstrated significant, sustained high quality service to Recfishwest that has enhanced the reputation and future of the organisation.

Qualities of a Life member include

- The general attitude and overall demeanour that shows a dedication to the values of Recfishwest.
- Commitment to the beliefs and principles of Recfishwest.
- Valued leadership and good role modelling that reflects credit upon Recfishwest.

Benefits of Life Membership

- Award of the Life Membership at the Recfishwest Annual General Meeting
- Exemption from Recfishwest membership
- Exemption from all costs associated with social functions organised by the Recfishwest Board (this privilege is extended to the Life Member and their spouse only).
- Personal invitation to presentation events.
- Listing on the Recfishwest website and other official documents.
**Agenda Item 6**

**DIRECTOR ELECTION 2015**

**Tim Bray**  
**Incumbent**  
**Chairman**  
**Chair – Nomination & Remuneration Committee**

Tim is currently the CEO of an energy company located in Perth. He holds a Bachelor of Science (Fisheries) as well as being a Graduate of the Australian Institute of Company Directors and a Fellow of the Australian Rural Leadership Foundation. He has worked as a fisheries scientist, fisheries manager and senior advisor to the Minister for Fisheries over a 14 year period before joining Western Power firstly as its Strategic Policy Manager, then as its Corporate Affairs Manager. Tim has also held the position of General Manager of Corporate Communications with the Chamber of Commerce and Industry.

Tim was appointed to the Recfishwest Board in 2013 and was elected as Chairman in 2014/15. He is currently a member of the Finance, Audit and Risk Committee, Chair of the Nomination and Remuneration Committee as well as a past Chair of the Communications Committee.

Tim’s personal achievements include a Gold medal and world record holder from the 1998 World Paralympic Swimming Championships and the 2000 Young Australian of the Year – Environment category.

**Benefits to the Recfishwest Board**

Tim’s time as Chairman of Recfishwest has given him a great sense of ownership and clarity of the organisation’s strategy and direction. With his commercial acumen, communications expertise, understanding of natural resource management and in particular fisheries management at the highest level and leadership skills, he believes this is what is needed to continue to lead the organisation to ensure the successful execution of its strategy and networks from decades of working at the highest levels of government and industry.

Tim is willing and able to make the commitment in time and focus required to help guide this organisation to greater success.

**Jason Froud**  
**Incumbent**  
**Chair – Communications Committee**

Jason has worked during the last four years with a major Western Australian energy company in senior corporate affairs and policy roles using his knowledge of politics, science, media, social trends and economics. He holds a Bachelor of Science (Environmental Science) as well as a Graduate Diploma Business (Management) and Diploma Public Sector Management.

Jason has previously been involved with the Aquarium of Western Australia, Heron Island on the Great Barrier Reef and the Department of Fisheries in Western Australia in policy, education and curatorial roles with nearly 20 years of marine experience and policy knowledge and skills.

More recently Jason was appointed to the Recfishwest Board to fill a vacant director position. Jason was also appointed as Chair of the Communications Committee.

**Benefits to the Recfishwest Board**

Jason has experience on a number of committees including the Pearling Industry Advisory Committee and the Strategic Fisheries Advisory Committee and feels that his excellent practical understanding of Government and political processes and the Western Australian Department of Fisheries, will contribute to the depth of knowledge and experience already present on the Recfishwest Board.

Most importantly, Jason is very passionate about marine and estuarine environments, fisheries and fishing. Jason would like to continue as a Recfishwest Board member because it is something that he cares about and wants to
dedicate himself and his time to and because he would like to complete a number of initiatives he has implemented as Chair of the Communications Committee. Jason values the opportunity to contribute to an organisation that ensures families and communities continue to enjoy quality fishing experiences.

Frank Prokop
Frank has over 30 years’ experience in fisheries research, aquaculture, management and advocacy and is currently undertaking private consultancy work.

Frank has a Bachelor of Science as well as a Master of Business Administration and was the inaugural CEO of Recfishwest (1998-2012). Frank has also served on a number of Boards and committees including, Commonwealth West Coast Tuna Management Advisory Committee, Perth Wildcats, Fishers with Disabilities, WA Sports Federation, Recfish Australia, Fisheries Research and Development Corporation.

As an author, Frank has written 16 books including the *Fishing Guide to Western Australia* and the *Australian Fishing Guide*. He has also written articles for fishing magazines as well as hosting radio fishing shows.

Benefits to the Recfishwest Board
Frank’s experience over the past 30 years will bring to Recfishwest his passion for recreational fisheries management.

Frank believes his innovation, drive and passion for ongoing leadership in recreational fisheries management will see Recfishwest continue to grow and to take recreational fishing in Western Australia to new heights of recognition and sustainable practice.

Frank feels his experience in New South Wales, with the Fisheries Research and Development Corporation and as twice President of the National Recreational fishing body, Recfish Australia, will allow him to bring a national and international best practice focus to the Board.

Frank can offer an understanding of the machinations of government, the public sector and the commercial fishing industry.

Geoff Ellis
Incumbent
Deputy Chair
Chair – Finance, Audit & Risk Committee

Geoff has been in the boating industry for 40 years and has been a Business Dealer Principle for 25 years. He is currently a business owner of a successful boat sales business. His work in this industry has allowed Geoff the time to interact with both recreational and commercial fishers, WA government and non-for-profit organisations.

Having the ability to reach out to grass-root recreational fishers and hear their concerns on a daily basis, Geoff has participated in many Department of Fisheries consultation meetings with particular regard to regulation changes and bioregional planning.

Geoff has participated in a number of associations including the Boating Industry of WA, for which he is was the past president.

Geoff was elected to the Recfishwest Board at the Annual General Meeting in October 2013 for a 2 year term. He was also elected as Chair of the Finance, Audit and Risk Committee and also a committee member on the Nomination and Remuneration Committee. More recently Geoff was elected to the position of Deputy Chair of Recfishwest. Geoff also sits on the Committee of the Recreational Boating Facility Scheme (RBFS).
Benefits to the Recfishwest Board

Being a keen diver and fisher, Geoff believes he has a good understanding of the marine environment and seasonal variations effecting the life cycles and behaviours of fish. Geoff has also travelled much of the West Australian coastline for over 30 years and has an understanding of what issues are important to regional fishing communities. Geoff enjoys all kinds of fishing and targets most demersal species including crayfish, crabs, prawns and squid as well as bread and butter species such as whiting and herring.

Geoff has a comprehensive understanding of Recfishwest financial and budgeting responsibilities to successfully support the association’s current and future strategies.

Throughout his career Geoff has gained experience in the fields of administration and management, community service, public relations, the organisation of special events and participation in not-for-profit organisations.

Geoff is very keen to be re-elected to follow through on strategy formed over the past years to create an organisation that can deliver real outcomes for the recreational fishing sector. Geoff has the experience to see Recfishwest succeed in 2016-17.