

WOORAYL LODGE INC.

MINUTES OF THE ANNUAL GENERAL MEETING
OF WOORAYL LODGE HELD AT 5:00 P.M. ON TUESDAY, NOVEMBER 25, 2025 AT
SPACE 47 47 McCARTIN ST LEONGATHA

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

'Woorayl Lodge Inc acknowledges the Bunurong people, the traditional owners of the land where our facility is located. We pay our respects to their culture and their Elders past, present and future. We are committed to creating a safe and welcoming environment that embraces all backgrounds, cultures and sexualities, genders and abilities.'

WELCOME AND OPENING (Chairperson)

Meeting opened at 5:00 p.m.

PRESENT Linda Fiddelaers (Chair), Nicole Tyson, Peter McAlpine, Dennis Swan, Leo Argento, Robert Bruce, Justine Fish, James Fawcett, Bronwyn Debenham

Staff & Guests – Jaimee Brydon, Andrew Ross, Marianne O'Rooke, Jackie Horobin, Jodie Bennett-Wood, Sandra Logan, Kylie Price, Jaye Hopkins, Liya Alias, Dannielle Deane, Wendy McFarlane, Mary Ross-Heazlewood, Sara Mullery, Kim Hughes

APOLOGIES Kaye Warren, Fiona Beaton, Belinda Brennan, Brenda McCarthy, Shelby Baulch-Fincher, Pip O'Halloran

OPENING ADDRESS

MINUTES LAST MEETING

Motion Moved: **Robert Bruce** Seconded: **Peter McAlpine**
That the minutes of the Annual General Meeting held on Tuesday, November 26, 2024, as read, be confirmed.
Carried

PRESIDENT'S REPORT (Linda Fiddelaers)

It is with pleasure that I present the 2025 Annual General Meeting Report for Woorayl Lodge Inc. This year has been one of both challenges and progress as we continue our commitment to providing exceptional, resident-centered care in a changing aged care environment.

On 1 November 2025, the new Aged Care Standards came into effect as part of the Aged Care Act 2024. These updated standards place greater emphasis on food and nutrition, clinical care, diversity, and consumer choice.

Woorayl Lodge remains fully committed to aligning our operations with these new standards—not only to maintain accreditation but also to ensure we continue to deliver high-quality, person-centered care that respects the dignity and preferences of every resident. In May 2025, Woorayl Lodge formalised its new Strategic Plan, with a focus on sustainability, workforce stability, and continuous improvement in resident outcomes. The Strategic Action Plan has been shared with residents, families, and staff in, providing a clear roadmap for the next five years.

Board members attended a Governance session during the year, and a Board Skills Matrix is being developed to ensure governance capability aligns with the evolving needs of the organisation and the sector.

Woorayl Lodge continues to recognise the need for a new facility to meet modern aged care expectations. While the organisation was unsuccessful in its Aged Care Capital Assistance Program Grant application for the Boag's Road development, we remain determined to continue to pursue capital funding.

We were, however, successful in securing a Regional Worker Accommodation Grant, which will enable the development of the McCartin Street project. This initiative aims to provide local housing for staff, helping to address ongoing workforce challenges and attract skilled employees to the region.

Key Achievements for 2025:

- Implementation of Acredia Clinical and Resident Software, improving clinical governance, documentation, and communication.
- Recruitment of Registered Nurses to strengthen workforce stability.
- Strategic Plan finalised and shared with residents, families, and staff.
- Board Skills Matrix under development to strengthen governance capability.
- High occupancy rates maintained, with respite bookings confirmed well into 2026, reflecting continued community trust and demand.

Despite our successes, 2025 has not been without challenges.

- Meeting minutes of care requirements has been difficult due to ongoing workforce shortages and national competition for qualified staff.
- The organisation continues to explore innovative workforce strategies, including partnerships and international recruitment, to meet care delivery obligations.

Thank you to Jaimee and Andrew for their work overseeing operations throughout the year and working through many operational challenges.

Thanks to staff, volunteers, residents, and families who continue to support Woorayl Lodge. Particular thanks to the Auxiliary for their ongoing support and donation towards the purchase of furniture.

I would like to thank fellow Board members for their time to attend meetings and sub-committee meetings during the year.

In 2025, we also acknowledge the resignations of Board Members Sara Mullery and Mary Ross Hazelwood. We thank them for their dedication, contribution, and commitment to the governance and success of Woorayl Lodge during their time on the Board.

Woorayl Lodge enters 2026 with optimism and a clear sense of purpose. Our focus remains on upholding the new Aged Care Quality Standards and securing funding for a new development at Boag's Rd.

Together, we continue to build a future where aged care is not just a service—but a community of care.

Kind regards,
Linda Fiddelaers
Chair of Woorayl Lodge Board

TREASURER'S REPORT (Peter McAlpine)

The Board presented the audited financial report detailing the Profit and Loss, Statement of Financial Position, Statement Changes in Equity, Statement of Cash Flows and attendant notes for the financial year ended June 30, 2025.

The Lodge reported an operating profit of \$113,834 for 2024/2025, compared to a profit of \$385,777 for 2023/2024.

Statements of Performance and Operations

A. Refundable Ingoing Contributions

The Lodge has reported that all ingoing contributions that were required to be refunded during the financial year ended June 30, 2025, have been refunded.

B. Payment of Debts

The Board was not aware of any material matter which may prevent the payment of debts in the financial year ending June 30, 2026.

C. Annual Financial Statements

The Board detailed the financial results (detailing income, charges and expenditure) of the Woorayl Lodge Inc for the financial year ended June 30, 2025, as tabled.

D. Operational Budget

The Board has approved a detailed Operating, for the financial year ending June 30, 2026. These can be made available for review by members who wish to do so.

E. Increase in Rentals

There was an increase in ILU's rental in 2024/25 for the ILU's. During 2025 the monthly rent for new ILU rentals were \$1050 for units without a carport and \$1,150 for unit with a carport. ILU rents will be reviewed with a view to increasing in March 2026.

F. Special Levies

The Board has advised that no special levies have been proposed.

G. Financial Accounts Auditor

The Board advised the meeting that the 2024/2025 Financial Accounts were audited by AMW AUDIT, Perth, Western Australia.

Statements of Performance and Operations Required Under the Aged Care Act, 1997 (Commonwealth)

A. Annual Prudential Compliance Statement

The Board confirmed that the Audit of the Annual Prudential Compliance Statement has been completed and submitted to the relevant authorities.

MEMBERSHIP REPORT (Nicole Tyson)

At the 2024 Annual General Meeting Peter McAlpine, Linda Fiddelaers, Sara Mullery renominated, be affirmed as a duly appointed Board member with his term ending in 2026.

Existing Board Members Nicole Tyson, Robert Bruce, and Leo Argento have each been re-nominated to the Board on duly signed nomination forms. Their new terms will conclude in 2028.

Sara Mullery resigned from the Board in March 2025 & Mary Ross-Hazelwood resigned in October 2025.

No new Board Members were appointed Board during the year

Currently there are 2 vacancies on the Board, and an expression of interest have been advertised.

WOORAYL LODGE AUXILIARY 53rd ANNUAL REPORT 2025 FOR BOARD AGM 2025.

The past year has been an eventful & challenging year for the Auxiliary. At our AGM a new look committee was nominated & voted in, myself as president & Jill Wellard as secretary ending a very long association of the 'old guard' as Kaye Warren retired as president after 17 years & her secretary, Judy Murphy, relocated to WA. However, the familiar face of our treasurer, Peter McAlpine, has remained & together with Kaye, I can't thank them enough for their ongoing support helping Jill & I navigate all the facets of the Auxiliary.

Despite many initial hurdles of familiarizing myself with involvement of the Auxiliary, the year has been an amazing experience. Getting to know the residents has been delightful & volunteers continue with their duties of serving morning tea & delivering newspapers each Saturday morning. Wednesday mornings continue with Knit & Natter where volunteers sit & chat with residents also helping them with craft activities. Conversations between friends are lively & so very interesting & should occasions occur requiring assistance from volunteers, a phone call is all that is necessary.

FINANCING

A donation of \$10,000 for furniture for the foyer & front lounge together with \$2,800 for flowers for the Lodge throughout the year were made by the Auxiliary

FUNDRAISING

Our usual events of raffles for Easter, Mother's Day, Father's Day & Christmas (on going at time of report) have been most successful. Santa, of course, will visit the residents following their Xmas lunch on December 17th, another event volunteers will help with. Our Xmas raffle will also be drawn on this day. No fete was undertaken this year as it was decided to try new ideas. Woorayl held a cake & craft stall at the October Community Market & we were all really pleased with its success. The garage sale, another innovation, was held recently & despite early inclement weather which kept people away, once the sun came out the influx of buyers arrived. The next garage sale is tentatively set for January. Another new fundraiser, Fab Friday is coming up on Dec 5th at the RSL, a fun night for family & friends to get together for the regular monthly meat raffle. Woorayl will be selling raffle tickets on the night & will potentially receive a sizeable donation depending on number of tickets sold.

In conclusion I would like to thank our CEO's Andrew & Jaimee, admin staff, Jaye, Cheryl & Jodie & all other staff in their various roles for their assistance throughout the year. It's definitely been challenging particularly getting to know the intricacies & role of the Auxiliary within the overall governance of Woorayl & I still have much to learn.

On a personal note, I have enjoyed my new role but without the support & friendship of all Auxiliary members, this year would have been a much greater challenge. I have also been so impressed with the involvement & support of the Auxiliary & how they work together for the residents, our most important members of Woorayl.

Jackie Horobin,
President
Woorayl Lodge Auxiliary

Motion Moved: **Leo Argento** Seconded: **Bronwyn Debenham**
That all the Reports as presented, be received.
Carried

APPOINTMENT OF AUDITOR

Nomination has been received from AMW AUDIT, Perth, Western Australia for the 2025/2026 financial year.

Motion Moved: **Robert Bruce** Seconded: **James Fawcett**
That AMW AUDIT, Perth, Western Australia remain the Woorayl Lodge Inc Auditors for the 2025/26 financial year.
Carried

ASSOCIATION MEMBERSHIP CONTRIBUTION

Motion Moved: **Justine Fish** Seconded: **Bronwyn Debenham**
That the Association set the Eligible Contribution at \$5.00, to be paid before the 2026 Annual General Meeting.
Carried

ELECTIONS

Linda Fiddelaers to vacate the Chair and Jaimee Brydon to declare all positions vacant for the election of Office Bearers to take place:

President/Chair **Linda Fiddelaers** Nominated by **Nicole Tyson**
and **Peter McAlpine**

Vice President **James Fawcett** Nominated by **Linda Fiddelaers**
and **Bronwyn Debenham**

Secretary **Justine Fish** Nominated by **Nicole Tyson**
and **Linda Fiddelaers**

Treasurer **Peter McAlpine** Nominated by **Linda Fiddelaers**
and Justine Fish

All the nominations were unopposed and all nominees accepted, all positions are affirmed.

The following members are nominated to the Committees:

Building Committee (to meet as per the 2026 Meeting Calendar and/or as required)

Membership – Leo Argento, Robert Bruce, Bronwyn Debenham, James Fawcett, Dennis Swan, (Staff: Co-CEO corporate services, other staff as invited) (Guest: Trudi Dale, other guests as invited)

Clinical Governance Committee/ Quality Care Advisory Body (to meet as per the 2026 Meeting Calendar)

Membership – Linda Fiddelaers, (Staff: Co-CEO Clinical Care, Quality & Compliance Manager, Resident Liaison, RN representative, PCA representative, other staff as invited)

Finance Committee (to meet as per the 2026 Meeting Calendar)

Membership – Leo Argento, Robert Bruce, Bronwyn Debenham, James Fawcett, Peter McAlpine, Nicole Tyson, (Staff: Co-CEO corporate services, other staff as invited)

Medication Advisory Committee (to meet as per the 2026 Meeting Calendar)

Membership – Linda Fiddelaers, (Staff: Co-CEO Clinical Care, Quality & Compliance Manager, RN representative, other staff as invited), (Guests: DR, Pharmacists, other guests as invited)

Occupational Health and Safety Committee (to meet as per the 2026 Meeting Calendar)

Membership – Justine Fish, (Staff: Co-CEO corporate services, Quality & Compliance Manager, Maintenance Manager, Physio, OH&S representatives, other staff as invited)

Thank you to all Board members for taking on the various roles.

New Board members may be added to the various committees during the year.

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| Motion | Moved: Linda Fiddelaers Seconded: Peter McAlpine
That the Association members accept the resignation of Sara Mullary on March 21, 2025.
<i>Carried</i> |
| Motion | Moved: Bronwyn Debenham Seconded: Dennis Swan
That the Association members accept the resignation of Mary Ross-Hazelwood on October 1, 2025.
<i>Carried</i> |
| Motion | Moved: James Fawcett Seconded: Justine Fish
That Nicole Tyson who has renominated, be affirmed as duly appointed Board members with her term ending in 2028.
<i>Carried</i> |

Motion Moved: **Robert Bruce** Seconded: **Dennis Swan**
That Leo Argento who has renominated, be affirmed as duly appointed Board members with his term ending in 2028.
Carried

Confirmed...../...../.....
Chair