



Tamworth Business Chamber

Minutes of the Annual General Meeting

Held on Tuesday, 26 November 2024

Venue: Ibis Styles Tamworth, 80–90 Ebsworth Street, Tamworth NSW 2340

Time: 6:00pm – 8:00pm

Chair: Mr Matthew Sweeney – President

Minutes Prepared By: Ms Kate Spradbrow – Operations Manager

1. Welcome and Apologies

The President, Mr Matthew Sweeney, opened the meeting at 6:00pm, welcoming members and guests to the 2024 Annual General Meeting of the Tamworth Business Chamber.

Matthew acknowledged the Traditional Custodians of the land, paying respect to Elders past and present, and extended a warm welcome to all attendees.

A total of 59 members were in attendance. A list of attendees is recorded in the Chamber's AGM attendance register.

Apologies: No formal apologies were recorded.

2. Confirmation of Minutes – 2023 AGM

The minutes of the 2023 Annual General Meeting were circulated to all members prior to the meeting.

Motion: That the minutes of the 2023 Annual General Meeting be accepted as a true and accurate record of proceedings.

Moved: Alison Edwards **Seconded:** Damian Sheridan **CARRIED**

3. President's Report

The President, Mr Matthew Sweeney, presented the President's Report as included in the 2023–24 Annual Report.

Matthew reflected on the Chamber's 60th anniversary year, highlighting the strategic review undertaken to ensure the Chamber's continued alignment with member needs. He noted the rebranding of the Tamworth Junior Chamber to Chamber Connect, the appointment of a new Operations Manager, and the Chamber's strong advocacy focus including engagement in crime prevention initiatives and leadership forums.

Matthew also thanked departing directors Jocelyn Cockbain and Llewellyn Owens for their service and confirmed he would not be seeking re-election after his two-year presidency. He acknowledged the support of the Board, Chamber Connect Committee, members, sponsors, and operational team.

Motion: That the President's Report for 2023–24 be received and adopted.

Moved: Deb George **Seconded:** Alison Edwards **CARRIED**

4. Treasurer's Report



The Treasurer, Mr Martin Howes, presented the Treasurer's Report and Financial Statements for the year ending 30 June 2024.

Martin noted that while the Chamber reported a small deficit of \$27,236, this reflected deliberate investment in future capability including consultancy, recruitment, and governance improvements. He confirmed a sound financial position with cash assets of \$120,533, ongoing sponsorship support, and a current membership base of 369 members.

Martin thanked Roberts + Morrow (Jenna Rice) for conducting the annual financial review.

Motion: That the Treasurer's Report and Financial Statements for the year ended 30 June 2024 be received and adopted.

Moved: David Crough **Seconded:** Alison Edwards **CARRIED**

6. Election of Board Directors

The Chair declared three (3) positions vacant.

The Returning Officer, Mr Tim Coates, conducted the election process.
Nominations were received from:

- **Caroline Lumley**
- **Chris Ward**
- **Daniel Gillett**
- **Mary Ryan-Garnett**
- **Simon Walden**

As the number of nominations exceeded the available positions, a member vote was conducted in accordance with the Chamber's Constitution.

Following the count, the Returning Officer declared the following nominees elected to the Board of Directors for a three-year term:

- **Caroline Lumley**
- **Simon Walden**
- **Mary Ryan-Garnett**

Motion: That the results of the Board of Directors election be accepted.

Moved: Alison Edwards **Seconded:** Tania Longworth **CARRIED**

The Returning Officer, Mr Tim Coates, congratulated the newly elected directors and extended thanks to the departing directors – Jocelyn Cockbain, Llewellyn Owens, and Matthew Sweeney – for their contribution and service to the Chamber.

7. General Business

A brief discussion was held regarding the Chamber's Strategic Plan update, with members noting the importance of ongoing advocacy, business growth initiatives, and continued development of Chamber Connect and member programs.



Motion: That the discussion on the Chamber's strategic direction be noted.

Moved: Martin Howes **Seconded:** Caroline Lumley **CARRIED**

8. Meeting Close

There being no further business, the Chair thanked members, sponsors, and the operational team for their commitment and contributions throughout the year.

The meeting was declared **closed at 8:00pm.**

Members were invited to stay and enjoy the Christmas Networking Party, held immediately following the meeting at the same venue.

Signed: M Sweeney

Name: Mr Matthew Sweeney

Position: President

Date: 28 November 2024