

**Minutes of Annual General Meeting  
for the Zoe Medical Foundation Inc**  
Held via Zoom Internet on Saturday 7<sup>th</sup> December 2024

**1. Opening**

19.36hrs Melbourne, 19.06hrs Adelaide, 10.36hrs Lilongwe

**2. Present**

Amanda Ruler, David Elder (Chair), Catherine Elder, Jack Etete. (David agreed to chair since Amanda could not locate her copy of the agenda).

**3. Confirmation of Minutes**

From previous AGM held Saturday 4th November 2023

Accepted as a true record – **Proposed:** David Elder, **Seconded:** Amanda Ruler  
CARRIED

**4. Financial Report**

David Elder summarized the Report for the financial year 2023/24

Income: \$3,210.37

Bank interest: Nil

Outgoings: \$3,621.49

Net Deficit: (\$411.12)

The Outgoings were for:

1. Donations to Zoe Med Centre	\$3222.15
2. Fees to Western Union and PayPal	\$91.34
3. Secure eHost (Website maintenance)	\$308.00

Westpac Bank reconciliation:

Opening balance 1/7/2023: \$498.01

Closing balance: 30/6/2024: \$86.89

David Elder **proposed** that the Financial Report be accepted. **Seconded:** Catherine Elder  
CARRIED

Amanda undertook to make a donation in the new year.

## 5. Report from Malawi

Jack reported that his contract with *Partners in Hope* has not been renewed because he chose to resign from this post due to ongoing difficulties with the person in charge. He described the various attempts he has been making to find alternative employment. One job offer was rejected as the remuneration was too low. He will keep trying and, in the meantime, will focus on Zoe work. He has recently conducted a number of outreach activities, including with the prison.

Monthly donations from Zoe, while insufficient to run full-scale outreach clinics, continue to be used for purchase of medication for chronically ill patients.

## 6. Amendment to Constitution

David offered a rationale for a proposed amendment to the Zoe Constitution to incorporate another charitable enterprise, namely the Talandira Early Childhood Development Centre in Machinga, Malawi, which provides education and food supplements to children in the local community. David explained that while he and others already contribute to this activity, donations are not currently tax-deductible, so it would be beneficial to include both activities under the Zoe Foundation umbrella.

Amanda commented on the value of this new activity.

Catherine asked how future donations to Zoe would be distributed. David suggested that donors be asked to specify the activity or activities they wished to support, and funds would be distributed accordingly.

David Elder **proposed** that Item 2 (Objects) of the Constitution of the Zoe Medical Foundation be amended as follows:

~~The Aims and Objectives of The Foundation are to raise, administer and distribute funds to assist the Zoe Medical Centre in Lilongwe, Malawi. This Centre is dedicated to providing Outreach Medical Services for the rural and village populations within Malawi.~~

1. The Zoe Medical Centre in Lilongwe, Malawi. This Centre is dedicated to providing Outreach Medical Services for the rural and village populations within Malawi.
2. The Talandira Early Childhood Development Centre in Machinga, Malawi. This Centre is dedicated to providing educational services and daily food supplements to children from the local community.

**Seconded:** Catherine Elder.

CARRIED

## 7. Election of Office Bearers

To comply with regulations requiring a change of Office Bearers every 3 years, David **proposed** the following nominations:

**Chairperson:** (David Elder)

**Secretary and Public Officer** (Amanda Ruler)

**Treasurer:** (Catherine Elder)

**Committee member:** (Jack Etete)

Catherine **seconded** David's proposal.

CARRIED.

The above office bearers will occupy these positions for the next 3 years.

**8. Other Business**

Catherine commented that Itcan, the Director of the Talandira Early Childhood Development Centre, appeared to be quite skilled in promoting the Centre's activities and in soliciting donations. David suggested that he be invited to a future meeting to share insights and strategies which Zoe might adopt in the future.

Catherine asked about the subtitles for the video documenting the operations of the outreach clinic and Jack was asked to resend it.

Catherine requested that Jack send us a regular report on any outreach activities throughout the year so that donors can be kept up to date with Zoe activities.

David asked if the car, for which Zoe had provided funding, was still working. Jack replied in the affirmative although reported that some repairs had been needed.

**9. Closure**

Meeting declared closed at 20.10 hrs Melbourne, 19.40 hrs Adelaide, 11.10 hrs Lilongwe.