



## Annual General Meeting 2009 for FreeSchools World Literacy Australia

### FreeSchools World Literacy Australia

DATE commencing: Friday 2nd Oct 2009 TIME: 9 am  
DATE completion: Friday 28th Dec 2009 TIME: 10 am

INTERNET VENUE: FreeSchools Literacy Australia email network  
[fswl-australia@googlegroups.com](mailto:fswl-australia@googlegroups.com)

Member pre-registration is essential to participate and vote

#### Minutes of the Meeting

1. Rollcall of members present and apologies.

There were 16 participants in attendance

Linda Alcorn  
Melissa Aldis  
Bernie Belarski  
Merindi Belarski  
Ben Bowler  
Donna Cervantes  
Robert Coenraads  
Ian Esmore  
Betty Lyon  
Julian Martin  
Saskia Raevouri  
Delphine Swadling  
Kathleen Swadling  
Sue Tennant  
Judy Townsend  
Vern Verass

2. Welcome and background briefing by the Chairperson/President.

This morning, I formally open, and welcome you all, to our FreeSchools World Literacy 2009 Annual General Meeting in Australia. Could you please register yourselves as present for our meeting.

The commencement date of this AGM was decided upon conclusion our 2009 AGM. An Agenda for the 2009 AGM was sent to all interested participants prior to the meeting on the 1<sup>st</sup> October. I would like to thank you all for your selfless work during the year, and attached, is my President's Report for 2009

3. Minutes of previous years Annual General Meeting (AGM) 3<sup>rd</sup> Oct 2008.

As circulated to membership

Motion: That the minutes of the 2008 AGM be accepted.

Move: Robert Coenraads Second: Ben Bowler Carried

#### 4. President's Report. As circulated to membership

##### MESSAGE FROM THE PRESIDENT 2009

Dear Committee and Friends,

It has been nine years since Mark Bloomfield and I travelled to Motihari Evening School in Bihar State, India. There, I realized for the first time in my life, the real need for free education for the poor, and the ability of education to drastically change the lives of those who were lucky enough to get it. I also saw the benefits of that knowledge spread from the student back to their poor families and to the local community.

Today, nine years later, there are over 3,000 students being taught by 90 teachers at 74 FreeSchools World Literacy funded centres in both India and Thailand, with donors in Australia having contributed a total of \$23,575.56 (as of June 30) to those efforts since that time.

Thanks to the continuing selfless work of our overseas field partners; Sister Crescence and the Fakirana Sisters Society in Bihar State, India; Rev. Ashish Amos in New Delhi; Paul Garrioch and his Mirror Foundation team, and Ben & Jildou Bowler, in Thailand; we are seeing the real benefits of this education flow back into the local community.

The scholarships program, now in its fourth year, has been slowly growing. The results of giving merit worthy students the opportunity to take part in a country's regular educational system is now becoming apparent as some of older ones are now graduating. I would like to include an extract from a speech given by one of those:

<sup>3</sup>You, are in our lives like a light in the darkness, like a bridge mounting the challenge of our lives while helping us with our education. You make us strong to stand on our own feet and to work for a better career. It is by your very example, that is by your commitment to the poor and needy, that we can ultimately become someone who can think of helping others in society. You have set a very valuable example for us. You are an inspiration to lend a helping hand to people and persons in need. You teach us to help others in their need and command our unselfishness. We do admire you and every effort of yours for spreading the light of education. If you would not have been in our lives most probably, like thousands of selfish people, we would also have been confined by all our needs. What can we return to you for all the valuable help you have provided us? We assure you that we study well.

We pray that God will protect you, guide you, inspire you and bring your dream of world literacy to realisation."

Deepshieka  
(20 years old, FreeSchools Scholar, 3rd year Honours Zoology, Patna Women's College, India)

Following a visit to our FreeSchools in the northern Thailand border region in January 2009 by FSWL-Canada President, Sue Tennant, Joanna Townsend and her mother Judy Townsend, Channel 9 has published a brilliant report. In this documentary, Jo Townsend reports first hand on the problems that the Hill Tribe children face in that region and the help that FreeSchools World Literacy can provide in terms of much needed education. To see the video go to;

<http://news.ninemsn.com.au/video.aspx?videoid=2346c93a-d59b-40af-a220-363c86067563> (and search for "One Village at a Time")

As a result of the efforts of the Townsend family, as well as those of Schoolteacher, Linda Alcorn, and their friends, some \$10,555 has been raised in Australia for the Thai schools this year.

A further \$2,466 was raised this year for the Indian FreeSchools in Bihar State thanks to the fundraising efforts of Melissa Alldis, Betty Lyon, Merindi Swadling, Kathleen Swadling and Julian Martin.

With regard to the Charitable Status of FreeSchools Word Literacy in Australia; upon the advice of the Australian Tax Office, we are now in the process of submitting an application for "Approved Organization" status to AusAID (an Australian government accreditation organization). We hope to achieve this status during the coming year 2010.

Our Committee of Management has been meeting online, about once a month. The 2009 Committee consisted of Robert Coenraads (President), Ben Bowler (Vice President), Ian Esmore (Publicity Officer), Delphine Swadling (Secretary), Merindi Swadling (Treasurer), Melissa Alldis, Donna Cervantes, Betty Lyon and Kathleen Swadling (Committee Members). I would like to thank them all for their dedication to theFreeSchools project.

Special congratulations and best wishes are conveyed to Ben and Jildou Bowler, and to Bernie and Merindi Belarski, upon a new expected addition to their families.

Dr. Robert Coenraads  
President  
FreeSchools World Literacy - Australia

Motion: That the President's report be received and accepted as read.

Move: Robert Coenraads      Second: Ian Esmore      Carried:

5. Treasurer's Report.  
As circulated to membership

FreeSchools World Literacy - Australia  
 8 Trigalana Place  
 Frenchs Forest, NSW 2086

Financial Statement for 2009 Annual General Meeting  
 To 30 June 2009 (plus September 2009 Quarter)

SUMMARY

DONATIONS SENT TO OVERSEAS SCHOOLS SINCE 2008 REPORT \$ 9,860.39

**Incoming Funds to FSWL - Australia to 30 June 2009**

Total Donations received and sent overseas from 2001 to June 30, 2009	\$	22,013.39	
Donations received for Africa Program (in bank at June 30)	\$	1,000.00	
Donations received for Thailand Program (in bank at June 30, 2009)	\$	-	
Donations received for India Program (in bank at June 30)	\$	562.17	
Donations received for Elaine Callan Memorial Fund (in bank)			
<b>TOTAL Incoming Funds to FSWL from 2001 to June 30, 2009</b>			<b>\$ 23,575.56</b>

**Outgoing Donations to Overseas FreeSchools to 30 June 2009**

28-Jun-01 India	\$	727.00	
16-Aug-02 India	\$	827.00	
25-Aug-03 India	\$	816.00	
5-Mar-04 India	\$	716.00	
24-Mar-05 India	\$	730.00	
4-Oct-05 India	\$	1,700.00	
8-May-06 India	\$	870.00	
7-Aug-06 India	\$	1,000.00	
17-Oct-06 India	\$	1,000.00	
28-Nov-06 India	\$	720.00	
6-Mar-07 India	\$	733.00	
5-Feb-08 India	\$	1,439.00	
10-Jul-08 India	\$	875.00	
23-Mar-09 India	\$	1,110.79	
11-Jun-09 Thailand	\$	8,749.60	
<b>TOTAL Outgoing Donations (Loss)</b>			<b>\$ 22,013.39</b>

**Assets**

30-Jun-09 Cash in Bank (ready to be sent overseas)	\$	1,562.17	
<b>TOTAL Assets</b>			<b>\$ 1,562.17</b>

**Breakdown of Assests in Bank (June 30, 2009)**

Donation ready for specific Africa Program (June 30, 2009)	\$	1,000.00	
Donations in Elaine Callan Memorial Scholarship (June 30, 2009)			
Donations ready for Indian Projects (June 30, 2009)	\$	562.17	
Donations ready for Thailand Projects (June 30, 2009)			
<b>TOTAL at Bank (June 30, 2009)</b>			<b>\$ 1,562.17</b>

**Breakdown of Assests in Bank (Sept 30, 2009)**

Donation ready for specific Africa Program (Sept 30, 2009)	\$	1,000.00	
Donations in Elaine Callan Memorial Scholarship (Sept 30, 2009)	\$	450.00	
Donations ready for Indian Projects (Sept 30, 2009)	\$	1,355.33	
Donations ready for Thailand Projects (see Oct 1, 2009)	\$	2,167.30	
<b>TOTAL at Bank (Sept 30, 2009)</b>			<b>\$ 4,972.63</b>

Motion: That the Treasurer's report be received and accepted as read.  
 Move: Merindi Belarski                      Second: Ian Esmore      Carried:

## 6. Election of Committee of Management and Nomination of Public Officer

The FreeSchools World Literacy Committee of Management was elected as follows:

ROBERT COENRAADS nominated as President Chairperson FSWL Move: Kathleen Swadling      Second: Ben Bowler	Carried:
BEN BOWLER nominated as Vice-President FSWL Move: Robert Coenraads      Second: Kathleen Swadling	Carried:
DELPHINE SWADLING nominated as Secretary FSWL Move: Robert Coenraads      Second: Merindi Swadling	Carried:
MERINDI BELARSKI nominated as Treasurer FSWL Move: Robert Coenraads      Second: Kathleen Swadling	Carried:
IAN ESMORE nominated as Public Officer FSWL Move: Robert Coenraads      Second: Kathleen Swadling	Carried:
LINDA ALCORN nominated as Committee Member FSWL Move: Robert Coenraads      Second: Kathleen Swadling	Carried:
MELISSA ALLDIS nominated as Committee Member FSWL Move: Robert Coenraads      Second: Merindi Swadling	Carried:
BETTY LYON nominated as Committee Member FSWL Move: Robert Coenraads      Second: Merindi Swadling	Carried:
JULIAN MARTIN nominated as Committee Member FSWL Move: Robert Coenraads      Second: Ben Bowler	Carried:
KATHLEEN SWADLING nominated as Committee Member FSWL Move: Robert Coenraads      Second: Kathleen Swadling	Carried:
JUDITH TOWNSEND nominated as Committee Member FSWL Move: Robert Coenraads      Second: Kathleen Swadling	Carried:

## 7. Chairperson to confirm appointments.

President Robert Coenraads confirmed the appointments to the Committee of Management as listed in Item 6.

## 8. Confirm schedule of membership fees

It was confirmed that FSWL Australia will have NIL membership fees.  
Robert Coenraads has moved that we are to have NIL membership fees.  
Ian Esmore seconded this motion

## 9. General Business :

ROBERT COENRAADS - I would like to move that FreeSchools World Literacy adopt the Australian Council for International Development (ACFID) Code of Conduct. The Code of Conduct commits members to the highest standards of integrity and accountability. By adopting this national code, to which all other reputable overseas aid agencies based in Australia adhere, we will ensure that the public will have the highest confidence in our cause and fundraising operations (see APPENDIX 2). Adopting this code would mean that FreeSchools World Literacy would become a signatory to ACFID - an independent national association of Australian non-government organisations (NGOs) working in the field of international aid and development. Would anybody care to second this motion that FreeSchools World Literacy adopt the ACFID Code of Conduct?

Move: Robert Coenraads                      Second: Kathleen Swadling

ROBERT COENRAADS – Dear Committee, As part of the application for Charitable status, I am preparing a list of major activities that we have organized this past year (see below table), including the information on volunteers (how many people were involved in preparing and running the event) and number of attendees

Date	Event	Organizer	Volunteers	Attendees	Funds Raised
08-Nov-09	AGM Barbeque	Robert Coenraads	1	10	\$ 180.00
25-Oct-09	The Sunday Splurge	Jo&Judy Townsend	3	100	\$ 1,750.00
24-Oct-09	Afternoon Tea/ Ehite Elephant Day	Linda Alcorn	1	40	\$ 1,100.00
18-Oct-09	Stars Are Born Concert	Betty Lyon	9 (+90 cast)	150	\$ 1,100.00
28-Aug-09	Jo & Judy Afternoon Tea	Jo & Judy Townsend	2		\$ 1,000.00
23-Apr-09	Franklin Morning & Afternoon Tea	Betty Lyon	4	30	\$ 257.00
18-Apr-09	Lingerie Fashion Party Night	Melissa Aldis	1		\$ 220.00
03-May-09	Newcastle FreeSchools Afternoon Tea	Linda Alcorn	1	50	\$ 1,223.75
29-Apr-09	Whitebridge High Harmony Day 2009	Linda Alcorn	1	1000	\$ 1,320.60
	Tuggerah Lakes Secondary College Mu	?	?	?	\$ 750.00
11-Mar-09	Jo Townsend Dinner Party	Jo Townsend	1		\$ 650.00
22-Feb-09	FreeSchools Charity Tea	Jo & Judy Townsend	2		\$ 5,573.30
19-Oct-08	FSWL Presentation to ANZURA 2008	Robert Coenraads	1	30	\$ 235.00
22-Sep-08	FSWL Presentation at Forest Kirk	Robert Coenraads	2	25	\$ 610.00

ROBERT COENRAADS - Dear Committee and Friends, On Sunday 8<sup>th</sup> November 2009, we had an enjoyable get together of the Sydney-based part of our Australian Committee and Friends at the AGM Barbeque (Attendees: Melissa Alldis, Merindi Belarski, Bernie Belarski, Robert Coenraads, Francheska Coenraads, Julian Martin, Kathleen Swadling, Trevor Swadling) . Dashing outside between passing rain showers, we managed to throw "a few prawns on the barbie" and to still have our dinner in a pleasant outdoor setting, while the children built fantasy castles on the balcony with a pile of cardboard that Bernie brought along from his work.

All in all, the evening raised \$180 for FreeSchools World Literacy, which I have banked today. Thank you all for contributing.

After dinner we discussed "FreeSchools World Literacy - 2010 moving forward into the future" as part of the 2009 AGM general Business. We decided to focus on building working sub-committees in the following three areas:

### 1.FUND RAISING TEAM

- to continue and support the present enthusiastic forward momentum
- to identify large corporate sponsors and donors

- to identify supporters in kind for products and services (eg airfares, school supplies, freight costs, printing, publicity, and banking services)
- note: Judy and Jo Townsend, Linda Alcorn and Betty Lyon have already made significant headway in this area)

## 2. PARTNERS IN THE FIELD TEAM

- to identify new and willing field partners and in-county supporters
- to quality control existing partners

## 3 CORPORATE SERVICES TEAM

- to find permanent office space for FSWL in Australia
- to prepare/file minutes of the Australian monthly meetings and AGMs
- to identify and engage volunteer workers
- to set up and manage a database of donors and supporters
- to professionally maintain and audit FSWL accounts
- to find professional auditors for our accounts and to maintain them to AusAID standard
- to send out letters/emails of thanks and newsletters to donors, certificates to our supporting schools etc
- to supply website with regular updates  
(at present I have been fulfilling a lot of these functions on an ad hoc basis, but as we grow this will have to be done more professionally)

## ACTION ITEMS

1. A motion of offer was raised by Julian Martin to head the Fund Raising Team, which was seconded with an offer of support by Kathleen Swadling
2. Bernie Belarski has offered to print out some donation name/address cards for people to fill out when they arrive/donate at any of our functions - which can then be entered into our database
3. Merindi Belarski has volunteered to work on designing and setting up our donor database - to which we will then add all of the names we already have.

The establishment of all of these, together with the successful achievement of our AusAID accreditation, will build great donor confidence in our organization going forward

## 10. Set date and time for next COM meeting. Close meeting

Meetings of the Committee of FSWL Australia will be held on the first Friday of each month. The next regular monthly Committee Meeting will be held in January 2010. The next AGM will be held in February 2010

The business of the meeting concluded at 10:00 am on Monday 28th December 2009

The Committee is thanked for its involvement

END OF MINUTES

## **APPENDIX 1 FreeSchools World Literacy 2010 Committee – Contact Details**

ROBERT COENRAADS President of FSWL Australia  
8 Trigalana Place, Frenchs Forest NSW 2086  
rcoenraads@optusnet.com.au  
Occupation: Director (Coenraads GEMS Pty Ltd)/  
Principal Project Geologist (Australian Gemstone Mining Pty Ltd)/  
Lecturer, (Gemmological Association of Australia)/  
Non-fiction author

BEN BOWLER Vice President of FSWL Australia  
58 Lisbeth Ave, Donvale, Vic 3111  
ben.bowler@bigpond.com  
0403 023 432  
Occupation: Field Manager (BloodFoundation.org)

IAN ESMORE Public Officer of FSWL Australia  
Daylesford Design Studio, PO Box 335, Daylesford, Vic 3460  
daylesforddesign@bigpond.com  
(03) 5348 1077  
Occupation: Director (Daylesford Design Studio)

DELPHINE SWADLING Secretary of FSWL Australia  
44 Dodds St, Redhead, NSW 2290  
Delphine@mumnbubhampers.com.au  
Mobile: 0438443834. Home: (02) 49449550  
Occupation: Director (Mum & Bub Hampers)

MERINDI BELARSKI Treasurer of FSWL Australia  
Unit 7,165-167 Herring Road, Macquarie Park, NSW 2113  
belarski@bigpond.com  
Mobile: 044 898 3393  
Occupation: Operational Manager (Macquarie Bank)

LINDA ALCORN Committee Member of FSWL Australia  
PO Box 763, Charlestown, NSW 2290  
lindaealcorn@hotmail.com  
Mobile: 0425 223 355  
Occupation: Teacher

MELLISA ALLDIS Committee Member of FSWL Australia  
10 / 14 Campbell Pde, Manly Vale, NSW 2093  
melissaalldis@spos.com.au  
Mobile: 0418 465 320  
Occupation: Business Development Coordinator (SPOS Creative  
Merchandising ideas)

BETTY LYON Committee Member of FSWL Australia  
65 Old Road, Franklin, TAS 7113 bettyjl65@gmail.com (03) 6266 3554  
Occupation: Retired/ Volunteer Worker

JULIAN MARTIN Committee Member of FSWL Australia  
12 Ellalong Road, Cremorne NSW 2090  
jmartin@opportunity.org.au  
Phone Mobile, Home (02) 99532326  
Occupation: Donor Relations Director (Opportunity International)



KATHLEEN SWADLING Committee Member of FSWL Australia  
7 Walsh Street, North Narrabeen NSW 2101  
swadling@bigpond.net.au  
(02) 9913 7893  
Occupation: Project Officer for Benevolent Society

JUDITH TOWNSEND Committee Member of FSWL Australia  
19 Lakin St Bateau Bay 2261 NSW  
judetownsend@yahoo.com  
Mobile: 0409240740  
Occupation: Teacher/Librarian

## **APPENDIX 2 – Notes on the ACFID Code of Conduct**

The ACFID Code of Conduct is a voluntary, self regulatory industry code. The Code represents the active commitment of overseas aid agencies or non government development organisations (NGDOs) to conduct their activities with integrity and accountability. The full code can be studied on the ACFID website

[www.acfid.asn.au/acfid/code-of-conduct/acfid-code-of-conduct](http://www.acfid.asn.au/acfid/code-of-conduct/acfid-code-of-conduct)

The Code aims to enhance standards throughout the NGDO community to ensure that public confidence is maintained in the way that community contributions to overseas aid are used to reduce poverty through effective and sustainable development.

NGOs wishing to attain Australian Agency for International Development (AusAID) accreditation are required to formally adopt and become a signatory to, and demonstrate compliance with, the ACFID Code of Conduct

FreeSchools World Literacy would then proudly join the following list of other Australian overseas aid agencies that are members of ACFID:

ACC World Relief Inc  
Act for Peace - NCAA\*  
ActionAid Australia (formerly Austcare)\*  
Adventist Development and Relief Agency\*  
Afghan Australian Development Organisation\*  
African Enterprise Australia  
African Relief & Welfare Agency Inc  
Anglican Board of Mission - Australia Limited\*  
AngliCORD\*  
APCM Overseas Aid and Relief Fund (Pioneers)  
Archbishop of Sydney's Overseas Relief & Aid Fund\*  
Asian Aid Organisation  
Assisi Aid Projects\*  
Australasian Society for HIV Medicine\*  
Australia for UNHCR\*  
Australian Aid International Ltd  
Australian Business Volunteers\*  
Australian Churches of Christ Global Mission Partners  
Australian Conservation Foundation\*  
Australian Doctors International Inc\*  
Australian Federation of AIDS Organisations\*  
Australian Foundation for the Peoples of Asia and the Pacific\*  
Australian Himalayan Foundation  
Australian Lutheran World Service\*  
Australian Marist Solidarity Ltd\*  
Australian Medical Aid Foundation Ltd\*  
Australian Red Cross\*\*  
Australian Relief and Mercy Services\*  
Australian Reproductive Health Alliance\*  
Australian Respiratory Council\*  
Australian Volunteers International\*  
Baptist World Aid Australia\*  
Birthing Kit Foundation (Australia)  
Burnet Institute\*

Campaigners Inc (CI)  
CARE Australia\*  
Caritas Australia\*  
ChildFund Australia\*  
Child Wise  
CBM Australia\*  
Credit Union Foundation Australia\*  
Daughters of Our Lady of the Sacred Heart Overseas Aid Fund  
Door of Hope Australia Inc  
Emergency Architects Australia Ltd  
Every Home Global Concern  
Exodus Foundation, The  
Foresight (Overseas Aid and Prevention of Blindness)\*  
40K Home Foundation  
Fred Hollows Foundation, The\*  
Friends of the Earth (Australia)\*  
Foundation for Development Cooperation  
Global Development Group  
Habitat for Humanity Australia\*  
HealthServe Australia\*  
Hillsong Aid and Development  
Hunger Project Australia, The\*  
International Centre for Eyecare Education\*  
International Children's Care (Australia) Inc  
International Christian Aid Relief Enterprises Limited\*  
International Environmental Weed Foundation  
International Help Fund Australia Ltd \*  
International Needs Australia  
International Nepal Fellowship (Aust) Ltd\*  
International Women's Development Agency\*  
Interplast Australia, Royal Australasian College of Surgeons\*  
Interserve Australia  
Kenya Aid Inc  
Lasallian Foundation\*  
Leprosy Mission Australia, The\*  
Live & Learn Environmental Education\*  
Mahboba's Promise  
Marie Stopes International Australia  
Marist Mission Centre\*  
Mary MacKillop International Mission Inc  
Medecins Sans Frontieres  
Melbourne Overseas Mission Fund  
Mercy Works Inc.\*  
Mission World Aid Inc.\*  
Muslim Aid Australia\*  
Nusatenggara Association Inc.\*  
Oaktree Foundation  
OPENaid International  
Opportunity International Australia\*  
Oxfam Australia\*  
Oz GREEN - Global Rivers Environmental Education Network Australia Inc.\*  
Partners in Aid (formerly Action Aid Australia)\*  
Partners Relief and Development Australia Incorporated\*  
PLAN International Australia\*  
Project Vietnam\*  
Quaker Service Australia\*

RedR Australia\*  
Reledev Australia Ltd  
RESULTS Australia\*  
Royal Institute for Deaf and Blind Children  
Salesian Society Incorporated\*  
Salvation Army, The  
Save the Children Australia\*  
Scarlet Alliance: Australian Sex Workers Association  
Service Fellowship International Inc.  
Sexual Health & Family Planning Australia\*  
Summer Institute of Linguistics Australia  
Surf Aid International  
Tamils Rehabilitation Organisation  
TEAR Australia\*  
Transparency International Australia\*  
UNICEF Australia  
Union Aid Abroad-APHEDA\*  
UnitingWorld\*  
Vision 2020 Australia  
WaterAid Australia\*  
Watoto Child Care Ministries (Australia)  
World Education Australia Limited\*  
World Vision Australia\*  
World Youth International (Aust.) Ltd  
WWF-Australia\*  
Youth Challenge Australia