



NOTICE OF 2021 ANNUAL GENERAL MEETING

The Annual General Meeting of Victorian Women Lawyers Association Inc. (VWL) will be held by digital means only on:

Wednesday 24 November 2021 at 5:15pm – a link to the online AGM will be sent to registered attendees before the AGM.

All members are welcome and encouraged to attend the online AGM. Please register your attendance at www.vwl.asn.au/events by no later than **5.00pm on Tuesday 23 November 2021**.

Only **current ordinary members** are eligible to vote at the AGM and to nominate for Executive Committee positions. Associate members are not eligible to vote or nominate for Executive Committee positions. Members intending to vote are requested to confirm that their membership status is that of an ordinary member. If you have not yet renewed your membership for the 2021-2022 financial year, we encourage you to do so **now**.

Members who are unable to attend the meeting but who wish to appoint a proxy can do so by using the **enclosed** Appointment of Proxy form. Please forward the Proxy form to VWL's Secretary Chanphyna Bou at bou.chanphyna@gmail.com by no later than **5:00 pm on Tuesday 23 November 2021**.

Agenda

The Agenda for the meeting is enclosed.

2020-2021 Financial Reports

The VWL financial report for the year ending 30 June 2021 will be tabled at the AGM.

Executive Committee elections

We are seeking nominations for all positions on the VWL Executive Committee.

A short description of the roles of the Executive Committee is **enclosed**. More information about Executive Committee member obligations and duties can be found on our website at: <https://vwl.asn.au/wp-content/uploads/2021/11/Victorian-Women-Lawyers-Association-Inc-Executive-Charter.pdf>



Please complete the enclosed nomination form and return it to the VWL Secretary (Chanphyna Bou at bou.chanphyna@gmail.com) by **Wednesday 17 November 2021** should you wish to stand for nomination.

Please be advised that due to technical restrictions, all nominations for Executive Committee positions **must** be submitted to the VWL Secretary, **prior to the AGM as set out above**. Attendees will not be able to nominate for Executive Committee positions 'from the floor' during the AGM.

If the number of nominations received exceeds the positions available, a ballot will be held electronically at the AGM and the Chairperson will read out a short statement from each nominee. If only one nomination has been received for each position, those people nominating will stand elected.

All candidates are required to provide a brief resume of no more than 100 words to be read out by the Chairperson and a headshot with their nomination form.

Minutes of the 2020 AGM

The minutes of the 2020 Annual General Meeting will be tabled at the AGM. The minutes are also **enclosed**.

If you have any queries regarding the AGM, please contact VWL Secretary Chanphyna Bou at bou.chanphyna@gmail.com.

Vanessa Shambrook
President
Victorian Women Lawyers

Dated: 3 November 2021



2021 Annual General Meeting of Victorian Women Lawyers Association Inc.

Online

Wednesday 24 November 2021 at 5:15pm

APPOINTMENT OF PROXY – 2021 VWL ANNUAL GENERAL MEETING

I, _____, an ordinary member of Victorian Women Lawyers Association Inc., am unable to attend the 2021 VWL Annual General Meeting, to be held online on Wednesday, 24 November 2021.

I appoint _____ or, failing them, the person presiding at the meeting, to be my proxy to attend the meeting and to vote on my behalf.

Name:

Signature:

Date:

Please complete and return this form to VWL Secretary, Chanphyna Bou by email at bou.chanphyna@gmail.com. A proxy sent by post or electronically is of no effect unless it is received by VWL no later than **5:00 pm on Tuesday 23 November 2021**.

If you cannot sign and complete this form, please send Chanphyna Bou an email by the above deadline including all of the above information.



2021 Annual General Meeting of the Victorian Women Lawyers Association Inc.

Online

Wednesday 24 November 2021 at 5:15pm

AGM AGENDA

- 1 President's welcome**
- 2 Attendance and apologies**
- 3 Minutes of 2020 Annual General Meeting**
- 4 Executive Committee Annual Report**
 - (a) A short video will be played on behalf of each member of the Executive Committee and each subcommittee to report on the VWL's activities over the previous year as to be outlined in VWL's Portia publication.
- 5 Treasurer's Report**
 - (a) The Treasurer of VWL, Elizabeth Cooper, will present audited financial statements for VWL for the financial year ended 30 June 2021.
- 6 Election of VWL Executive Committee**
 - (a) Propose to elect a seventh Ordinary Executive member to the 2021/2022 Executive (in 2020/2021 there were six ordinary Executive members);
 - (b) Election of Officers of the Association: President, Vice-President, Treasurer and Secretary; and
 - (c) Election of Ordinary Executive members
- 7 Membership fees for the 2021-2022 financial year**
- 8 Other business**
- 9 VWL 25th Anniversary Keynote Video**



VWL Executive Committee

A. President

- (a) Convene and preside as Chairperson at general meetings of VWL and meetings of the Executive Committee
- (b) Approve all outgoing correspondence
- (c) Act as spokesperson for VWL
- (d) Liaise with heads of other associations
- (e) Oversee activities of the committees
- (f) Be the principal point of contact for VWL's sponsors.

B. Vice-President

- (a) In the absence of the President, preside as Chairperson at general meetings of VWL and meetings of the Executive Committee
- (b) Assist the President in all the President's responsibilities
- (c) Act as contact person for sponsors and members in the absence of the President.

C. Treasurer

- (a) Collect and receive all monies due to VWL, issue any receipts and make all payments authorised by VWL's Executive Committee
- (b) Keep correct accounts and books showing the financial affairs of VWL with full details of all receipts and expenditure connected with the activities of VWL
- (c) Keep a register of all assets of VWL
- (d) Keep all general records, accounting books and records of receipt and expenditure connected with the operations and business of VWL in such a manner as the Executive Committee directs
- (e) Present a treasurer's report at each Executive Committee meeting
- (f) Ensure VWL's compliance with all legislation governing the financial status and activities of VWL.

D. Secretary

- (a) Prepare and arrange for distribution of an agenda for Executive Committee meetings
- (b) Advise members of general meetings
- (c) Keep minutes of the resolutions and proceedings of each Annual General Meeting and Executive Committee meeting, together with a record of the names of persons present at Executive Committee meetings



- (d) Distribute minutes of each meeting to the Executive Committee or general members, as appropriate
- (e) Keep copies of all correspondence
- (f) Keep a record of the names and addresses of all members of VWL
- (g) Keep other such books and records as the Executive Committee may determine.

E. General Members

- (a) Manage one or a combination of the following portfolios in consultation with Executive Committee and relevant Committee members:
 - (i) Sponsorship Officer
Manage and liaise with all VWL sponsors, in consultation with the President
 - (ii) Wellbeing Officer
Organise and coordinate wellbeing workshops and initiatives
 - (iii) Membership and Community Engagement officer
Building VWL's relationships with associations that further the values of VWL, and attracting and retaining members to the organisation.
 - (iv) Mooting Competition Coordinator
Organise and coordinate mooting competition.
 - (v) Communications
Maintain, update and coordinate all VWL social media and website, including promoting events and other content
 - (vi) Mentoring
Organise and coordinate mentoring program
 - (vii) Digital Law & Innovation
Organise events regarding digital law & innovation
 - (viii) Special Projects
Organise events and oversee initiatives in line with VWL's objectives
- (h) Assist the Executive Committee in managing the activities of the Association
- (i) Provide input into Executive Committee decisions
- (j) Vote on Executive Committee decisions.



Nomination for Victorian Women Lawyers Association Inc. Executive Committee for 2021-2022

Name:	Employer:
Email:	Business Telephone:
Address:	

I am an ordinary member of the Victorian Women Lawyers Association Inc. and I hereby nominate for the following position on the Executive Committee for 2021-2022:

[please tick]

- President
- Vice President
- Treasurer
- Secretary
- Ordinary Member – responsibilities will include **one or a combination** of the following portfolios (among other things):
 - Sponsorship
 - Communications
 - Membership and Community Engagement
 - Mooting
 - Mentoring
 - Wellbeing
 - Digital Law & Innovation
 - Special Projects

I enclose a brief resume (no more than 100 words) and photo to be included on an information sheet to include the resumes of all candidates which will be provided to all members eligible to vote in the event that a ballot is required.

Signature:..... Date:

Please return form and resume to: The Secretary, VWL, at bou.chanphyna@gmail.com, or at Victorian Women Lawyers, GPO 2314 Melbourne VIC 3001.



2020 Annual General Meeting of the Victorian Women Lawyers Association Inc.

**Thursday 26 November 2020 at
5:30pm**

MINUTES OF MEETING

1. President's welcome

Deborah Kliger thanked all for support and noted that 2020 has been transformative for VWL and its members.

The President thanked attendees and the hundreds of members who could not attend the AGM, for continuing to support and engage with VWL. By renewing their membership, attending VWL's events and participating in VWL's projects, members have kept our VWL community connected.

In a time where similar bodies have suspended activities, VWL has embraced technology, delivering a host of events and projects online, including our Warren Moot. We enhanced our member engagement, through surveys, social media and wellbeing support, including digital care packages in our newsletters. Pleasingly, our member numbers have grown substantially.

The President explains the process with respect to voting, which will be by way of an online ballot, and will continue for a short time after the conclusion of the AGM.

2. LIV's welcome: Adam Awty

Adam Awty praises VWL for all it has done to connect people in the digital means, to get through what has been one of the most challenging issues confronting us in the legal profession.

The LIV is proud of its relationship with VWL, which is an important part of the Victorian legal system. Particularly as we head into 2021, the LIV and VWL are going to need to work closer in terms of addressing issues in the legal profession, to make some fundamental changes as to how women are treated and advanced in the legal profession.



It's now time for us to stand up, lead and advocate. VWL are going to be a key part in this process. The LIV is looking forward to working with VWL to advance the progression of women in the legal profession.

We have heard from many channels that women have been more challenged by COVID. The LIV is committed to working with VWL to make sure that the voice of female lawyers is heard in Victoria, and women have an opportunity to take charge in the profession.

The LIV commends VWL for keeping people connected during COVID and supporting their members. As we head into 2021, some of these challenges will continue. Trying to navigate what a work-life balance will look like, will be one of the key challenges. As we go into 2021 and stage a return to work, it will be more challenging, but it will present opportunities to advance women in the profession.

The LIV looks forward to continuing to work with VWL.

3. Attendance and apologies

Attendance and proxy register attached. Ella van der Schans is an apology.

4. Minutes of 2019 Annual General Meeting

Minutes for the 2019 approved as a true and correct record and annexed to the minutes below. Motion to confirm minutes of 2019 AGM carried.

5. Executive Committee Annual Report

Justice Committee: presented on behalf of Co-Chairs Bronwyn Montgomery and Chloe Taylor

Each year, the Justice Committee aims to bring attention to human rights issues affecting women.

This year, the Justice Committee shifted its focus to preventing and responding to family violence, which peaked amid the pandemic. In particular, the Committee assisted with two webinar panels led by sponsor firm, Nicholes Family Lawyers, discussing the changing realities of family violence for survivors and service providers during the pandemic. The feedback for these events was positive and the Committee thanks our excellent panellists.



Next month, our Committee is volunteering for Impact for Women, a not for profit organisation assisting women and children fleeing domestic violence. Our VWL team will take part packing and wrapping 'Bags of Love' with donations of gifts and necessities for women and children in crisis accommodation.

Our Committee is working on a further collaboration with Impact for Women in 2021.

Next year, the Committee hopes to resume its fundraising and outreach efforts, as well as hold panel events. As always, the Justice Committee also looks forward to joining forces with some of the other VWL committees and sponsors in 2021.

The Committee Co-Chairs thank their existing members and look forward to welcoming new members in 2021.

Publications Committee: Presented on behalf of Georgia Dobbyn and Liz Main

The Role of the Publications Committee is to coordinate, prepare and publish the annual journal for VWL – Portia, to be enjoyed by VWL members and the wider community. The Co-Chairs are immensely proud of our 2020 edition of Portia. The Committee has worked tirelessly behind the scenes throughout the year to produce this year's journal. The Co-Chairs decided to refresh the journal's layout and have also rebranded as the Publications Committee, formerly the Communications Committee.

Portia is both a memento of VWL's fantastic events held throughout the year, as well as containing thought-provoking feature articles which endeavour to capture the zeitgeist of the year from a feminist perspective. We have also continued assisting with the production of our newsletter, VWList.

The Co-Chairs express their heartfelt thanks to VWL's members, and thank all those who have contributed a feature to this year's edition. Portia continues to be a powerful platform for women lawyers to discuss important issues in the legal profession.

Law Reform Committee: presented on behalf of Elspeth McConaghy and Victoria Muravchenkov

The Law Reform Committee has had a busy year. The Co-Chairs are extremely proud of the Committee's contribution to law reform both in Victoria and nationally. Without the valued assistance and input of our committee members, VWL's commitment to law reform could not have been realised. Despite the challenges this year has presented, the Committee continued to pursue VWL's objectives of bringing about positive change for women lawyers and women generally. The committee has prepared six submissions on issues affecting women in the law and the wider community in 2020. These included:



1. a submission to Senate Legal and Constitutional Affairs Committee into the Federal Circuit Court and Family Court of Australia Bill 2019 and the Federal Circuit Court and Family Court of Australia (Consequential Amendments and Transitional Provisions) Bill 2019;
2. a submission to Senate Community Affairs Legislation Committee into the Paid Parental Leave Amendment (Flexibility Measures) Bill 2020;
3. a submission to the Victorian Legal Services Board + Commission's Review of Victoria's Continuing Professional Development;
4. a joint submission with Australian Women Lawyers to the Standing Committee on Social Policy and Legal Affairs Inquiry into Family, Domestic and Sexual Violence 2020;
5. a submission to the Parliament of Victoria's Inquiry into Homelessness in Victoria; and
6. a submission to the Review of Sexual Harassment in Victorian Courts.

The Law Reform Committee has also contributed to the 'According to Merit' column in the Law Institute Journal. The President congratulates the Committee on their submissions.

Networking Committee: presented on behalf of Linda Hart and Lucy Prowse

This year, the Networking Committee hosted its first ever interview series, Alternative Legal Career Pathways on Instagram Live which was a huge success. The Committee was joined by a number of impressive and truly inspiring women including Kylie Kilgour, Anna Lozynski, Naomi Hickey-Humble, Elva Zhang and Astrid Haban-Ber who have all forged unique legal careers. By hosting the event on Instagram Live, listeners were able to engage with the speakers by asking questions and the event had a far greater reach than in previous years.

The Networking Committee also hosted its first webinar called Networking and Working Remotely – How to Survive and Thrive from Home which explored the challenges and opportunities of both networking and working remotely. Our panel consisted of Co-Chair Linda Hart and three female barristers including Elizabeth Ruddle, Ffyona Livingstone Clark and Felicity Fox who shared a number of tips and tricks about how to survive and thrive when working/networking from home.

With social distancing restrictions, the Committee was forced to think outside the box. The success of VWL's online events demonstrates the ability of people to adapt and innovate during difficult times. The Co-Chairs thanked VWL's engaged and enthusiastic



members and noted that they look forward to another busy year for the Committee in 2021.

Diversity and Inclusion Committee: presented on behalf of Oriana Torcasio and Joanna Abraham

In 2020, the Diversity & Inclusion Committee launched the Diversity Series – a series of events to be held over two years, intended to bring the profession together and create a space for engaging conversations around diversity and inclusion. For each event, VWL partnered with a variety of leading community organisations, law firms, industry bodies and thought leaders, who are committed advocates of diversity and inclusion in the legal community, or who focus on advancing the legal rights of diverse groups.

The first event of the Diversity Series focused on issues affecting rainbow families and the LGBTIQ+ community in Australia, hosted by Nicholes Family Lawyers in March 2020. The Committee's second event was a Torres Strait Islander-style damper-making workshop with Nornie Bero from Mabu Mabu held virtually in September 2020.

The Committee is currently working on its third event which will focus on women in the law with diverse abilities, to be launched early 2021.

The Co-Chairs look forward to continuing the Diversity Series in 2021 and launching other exciting projects and partnerships which they have in the pipeline.

Work Practices Committee: presented on behalf of Audrey Capasso and Mary Quinn

This year, the Work Practices Committee held VWL's first online panel discussion, Riding out the Pandemic from the Perspective of the Employer with sponsor Justitia Lawyers and Consultants. The event, held in April, shared the experiences of four law firm leaders on navigating the pandemic through its various stages, from shock and survival to re-engagement and recovery.

Committee Co-Chair, Audrey, joined other Exec members, on a stakeholder panel for the Inquiry into Sexual Harassment in Victorian Courts and Tribunals. The Committee will continue to focus on preventing and responding to sexual harassment in the profession next year.

The Professional Mentoring Program returned for a second year, with applications currently open for mentors and a launch to occur early next year. A Return to Work Guide is set to be released in 2021 in conjunction with Maurice Blackburn. The Guide



aims to better inform women lawyers on their workplace rights, particularly around parental leave.

Outreach Committee: presented on behalf of Abbey Mason and Bethany Wilkinson

This year, the former Membership Committee rebranded to the Outreach Committee to better reflect its purpose of enhancing VWL's engagement with lawyers and law students from regional and suburban Victoria, and other diverse women in the law.

The Committee hosted a panel event sponsored by Maurice Blackburn, Beyond Graduation: Legal Careers in the Suburbs. This event was targeted at students, graduates and early career lawyers, looking to pursue a career at a suburban law firm. The panellists included lawyers from national and boutique practises and a careers advisor from the College of Law.

Next year the Outreach Committee will hold a panel event on the benefits and opportunities of working in the community legal sector. We thank our members and look forward to Alana Attard and Jacinta Leary stepping up as Co-Chairs next year.

Women in the Public Sector Committee: presented on behalf of Kathleen Beirne and Stephanie De Santis

This year our Committee shifted its focus to outreach efforts, in particular on member and student engagement. To that end, we have recruited new Committee members and re-branded as the "Women in the Public Sector" committee, to reflect the fact that our function is directed at women lawyers in all walks of public law and public sector work (including: associates at various courts and lawyers working for a range of public authorities at both the State and federal level). The Committee launched a law school engagement project. Within this project, the Committee contributed to multiple student publications to provide advice on and insights into public law work. In 2021 the Committee will be holding a panel event on public administration in the face of national and worldwide crises and a networking event. The Co-Chairs thank their members and look forward to the year ahead.

VWL Warren Moot: presented on behalf of Stephanie Pasharis

The annual Warren Moot, named in honour of VWL's Patron, the Honourable Marilyn Warren AC QC, continued in its sixth year, and for the first time, ran digitally, with 16 teams participating in this year's competition. The Warren Moot is designed to address the small number of women lawyers in advocacy roles, encourage women lawyers to



participate in public speaking and provide them with an insight into a career at the Bar. This year's mooted problems covered criminal law, judicial review and torts.

The 2020 Warren Moot was launched online, with the Honourable Marilyn Warren AC QC and the Honourable Justice Inceri participating in a panel discussion facilitated by VWL Executive Member Stephanie Pasharis. The Honourable Marilyn Warren and Justice Inceri reflected on memorable experiences during their careers as advocates and members of the bench, and also provided advice on effective advocacy. The launch event was then followed by a two part practical workshop: an effective legal research seminar presented by Alan Davis, Lecturer at the College of Law and a sample problem and written submissions presented by the Convenor of Women Barristers' Association, Jennifer Batrouney AM QC.

All 16 teams participated in the initial practice trial round adjudicated by practising barristers, who provided teams with constructive feedback and valuable tips before the first competitive, knock-out round. Each competitive round was adjudicated by women Judges of the County Court and Federal Court and Justices of the Supreme Court and Court of Appeal, with the Grand Final adjudicated by the Honourable Marilyn Warren AC QC.

VWL congratulates this year's winners, Amelia French, Amelia Hunter, Olivia Smedley and Sarah Tucker, Law Graduates at Maddocks. We would extend our thanks to Maddocks for sponsoring the competition.

Special Projects: presented on behalf of Sophie Lefebvre

Dame Roma Mitchell Lunch

One of VWL's only "in person" events for 2020 was the Dame Roma Mitchell Lunch in celebration of International Women's Day. VWL invited Antoinette Braybrook, CEO of Community Legal Centre Djirra and chairperson of the National Family Violence Prevention Legal Services Forum to speak. Her message: change is needed in law and in policy to better enable Aboriginal and Torres Strait Islander communities to thrive. The event was a sold-out success, with Antoinette sharing the sometimes difficult to hear stories of Djirra's clients. Attendees heard about the hard work done to improve outcomes for Aboriginal and Torres Strait Islander women who often fear the legal system more than the domestic violence they face at home. VWL made a donation to Djirra in place of a usual speaking fee.

Member engagement



In 2019 VWL ran a comprehensive survey of our members to find out what our members loved and where we could improve. There was overwhelmingly positive feedback. We took on board the suggestions for improvements including making our events more accessible for members who are not city based or who find evening and lunchtime events difficult to attend. VWL had already made progress on filming events to share digitally when COVID hit. We were able to pivot our events and projects to the digital space. We are proud of the connection we have maintained with our members this year. We have continuously sought feedback about how to improve our engagement with members (thank you to members who have completed feedback forms). We are still working to refine our approach to the online world. As part of the next phase of our online shake up we are updating our website and digital communications, we are looking to improve our connection with members, so watch this space for the changes coming your way in 2021.

Mentoring (Law Student Mentoring Program): presented on behalf of Erin Meeking

The mentoring portfolio is responsible for VWL's Law Student Mentoring Program each year.

In 2020 the Program entered its 13th year. Despite limitations arising from the pandemic and restrictions, we were able to match over 125 female and female-identifying law students with mentors from across the legal profession.

The launch of the program persisted online, with inspiring contributions from the Program's patron, Justice Rita Zammit, and past mentees and mentors from the Program.

The Program included a new feature this year, with sponsor firm K&L Gates' Clare Monger providing an opportunity for the Program's mentors to upskill through her Power Mentoring Techniques session. We are particularly proud of the Program this year, as it has provided opportunity for connection and a base to foster long-term relationships between women in the law.

The President thanked Erin Meeking for her execution of the program.

Sponsorship: presented on behalf of Bonnie Phillips

VWL extends its heartfelt thanks to its loyal sponsors:

- Allens Linklaters;
- Clayton Utz;



- Coulter Roache;
- Justitia Lawyers and Consultants;
- K&L Gates;
- KHQ Lawyers;
- Maddocks;
- Maurice Blackburn Lawyers;
- MinterEllison;
- Nicholes Family Lawyers; and
- Svensons Barristers,

for their ongoing and generous support, throughout what has been a challenging and unique year.

Traditionally, VWL's sponsors have enjoyed hosting face to face events. This year VWL held almost all of its events virtually. We appreciate our sponsors' enthusiasm and support while we transitioned our events and projects to digital format.

In addition, VWL would also like to thank the Law Institute of Victoria for its ongoing support and for hosting the VWL Annual General Meeting virtually this year, as well as this year's specific event sponsors, Gatehouse Legal Recruitment for sponsoring the Dame Roma Mitchell Memorial Luncheon and the Alternative Legal Career Pathways 5-week Series on Instagram Live.

This work, and the ongoing projects of VWL, would simply not be possible without the support of its sponsors. VWL is looking forward to another year of working with its sponsors to assist women in the legal profession in achieving a successful and satisfying professional and personal life, whatever their particular and personal definition of success might be.

The President thanked the Sponsorship Officer for her work in attracting additional sponsors.

Communications: presented on behalf of Eleanor Weir

This year, VWL's digital presence and engagement was more important than ever. Through VWL's various online platforms, we were able to keep our members informed about the various activities of VWL, including our submissions on proposed regulatory reforms, our virtual events, our Mooting competition and other activities and content relevant to the values that underpin our organisation, such as justice, equality, diversity and inclusion and wellbeing in the legal sector. We also continued our regular monthly 'According to Merit' column in LIV's Law Institute Journal, which included articles on the



disproportionate impact of COVID-19 on women, the national inquiry into sexual harassment in Australian workplaces and the benefits of more diverse and inclusive workplaces.

The President thanked the Communications Officer and thanked Eleanor for her contribution of the LIV According to Merit column.

Regional and Suburban: presented on behalf of Marquita Nolan

This year VWL enhanced our online member engagement by recording events, making them accessible to all members, including those from regional and suburban areas and women with caring responsibilities or disabilities. Within Marquita's role, she supported our Outreach Committee with their event Beyond Graduation: Careers in the Suburbs.

Given the need for VWL to enhance its social media presence and communications this year, Marquita provided additional support to our Communications Officer with social media posts and the LIV According to Merit column.

VWL appreciates the mental health impacts of COVID-19 on lawyers practising in highly emotional areas such as family law and criminal law, many of whom are based in regional and suburban areas. Next year VWL will offer members vicarious trauma training targeted at specific practice areas. VWL also intend on continuing to record events, and hold some events digitally, to ensure that we add value for our members who are not CBD based, or have disabilities or other commitments.

6 Treasurer's Report: presented by Hannah Fitzpatrick

The treasurer presented the financial results for the year to June 2020. In the area of revenue, this year has seen a decrease in overall revenue by around 10%. This was mainly due to a decrease in seminar revenue. Due to COVID-19, VWL held more free events online. This drop in revenue has been more than offset by the associated decrease in function expenses. Membership revenue remained constant and sponsorship revenue increased by around 14%.

Some costs were also reduced, most significantly in the following areas:

1. function expenses decreased by over 30% due to COVID
2. administration expenses, postage, printing and stationery and office expenses overall; and
3. consultants.

Costs that rose were:



1. couriers and postage;
2. legal fees; and
3. regular website expenses rose as our IT service provider was engaged more to assist with the transition to digital events.

VWL has had an overall profit of \$38,749 (up from around \$10,682.00 last year), resulting largely from the cuts in function expenses.

The President thanked the Treasurer for her service in her first term as treasurer.

7 Election of VWL Executive Committee

The President declared that all current positions are vacated and all current members are stood down.

Election of Officers of the Association:

- Vanessa Shambrook: President
- Elizabeth Cooper: Treasurer
- Chanphyna Bou: Secretary

The President announced the nominations for contested 2021 Executive Committee positions, and provided an overview of all nominees' CVs, a copy of which is enclosed.

Nominations for Officers of the Association:

- Sophie Lefebvre: Vice-President;
- Stephanie Pasharis: Vice-President

Nominations for ordinary members of the Committee:

- Bronwyn Montgomery
- Eleanor Weir
- Emma Sestito
- Erin Meeking
- Oriana Torcasio
- Sophie Lefebvre
- Stefani Janson
- Stephanie Pasharis
- Suzan Genacay

Attendees were provided with an online web link via the chat-box on Zoom to vote. Successful nominees to be announced by VWL after the AGM.



8 Other business

The President extended her thanks to former President and mentor, Ella van der Schans, and Bonnie Phillips, outgoing Sponsorship Officer. The President also thanked VWL's outgoing Executive, the LIV and VWL's members.

The incoming President thanked Deborah Kliger for her unwavering dedication to VWL's members this year, and announces VWL's theme for 2021: Resilience and Awareness.

No other business was raised, and the meeting was closed.

VICTORIAN WOMEN LAWYERS ASSOCIATION INC

ABN 32 198 567 354

FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2020

VICTORIAN WOMEN LAWYERS ASSOCIATION INC
ABN 32 198 567 354

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VICTORIAN WOMEN LAWYERS ASSOCIATION INC
ABN 32 198 567 354

STATEMENT BY MEMBERS OF THE COMMITTEE


The committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies outlined in Note 1 to the financial statements.

In accordance with a resolution of the committee of Victorian Women Lawyers Association Inc, the members of the committee declare that the financial statements for the year then ended, a summary of significant accounting policies and other explanatory notes:

1. present a true and fair view of the financial position of Victorian Women Lawyers Association Inc as at 30 June 2020 and its performance for the year ended on that date in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the Associations Incorporation Reform Act 2012; and
2. at the date of this statement there are reasonable grounds to believe that Victorian Women Lawyers Association Inc will be able to pay its debts as and when they fall due.

This statement is signed for and on behalf of the committee by:

President



Deborah Kliger

Treasurer



Hannah Fitzpatrick

Dated: 30 November 2020

VICTORIAN WOMEN LAWYERS ASSOCIATION INC
ABN 32 198 567 354

COMPILATION REPORT
TO VICTORIAN WOMEN LAWYERS ASSOCIATION INC

We have compiled the accompanying special purpose financial statements of Victorian Women Lawyers Association Inc, which comprise the statement of financial position as at 30 June 2020, the statement of profit or loss for the year then ended, a summary of significant accounting policies and other explanatory notes. The specific purpose for which the special purpose financial statements have been prepared is set out in Note 1 to the financial statements.

The Responsibility of the Committee

The committee of Victorian Women Lawyers Association Inc is solely responsible for the information contained in the special purpose financial statements, the reliability, accuracy and completeness of the information and for the determination that the basis of accounting used is appropriate to meet its needs and for the purpose that the financial statements were prepared.

Our Responsibility

On the basis of information provided by the committee, we have compiled the accompanying special purpose financial statements in accordance with the basis of accounting as described in Note 1 to the financial statements and APES 315: Compilation of Financial Information.

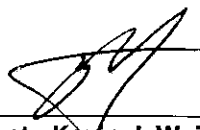
We have applied our expertise in accounting and financial reporting to compile these financial statements in accordance with the basis of accounting described in Note 1 to the financial statements. We have complied with the relevant ethical requirements of APES 110: Code of Ethics for Professional Accountants.

Assurance Disclaimer

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on these financial statements.

The special purpose financial statements were compiled exclusively for the benefit of the committee who is responsible for the reliability, accuracy and completeness of the information used to compile them. We do not accept responsibility for the contents of the special purpose financial statements.

Liddell Weight Services Pty Ltd
Chartered Accountants
Level 4
222 Kings Way
South Melbourne, Vic, 3205



Accountant: Kevin J. Weight

South Melbourne

Dated: 13 November 2020

VICTORIAN WOMEN LAWYERS ASSOCIATION INC
ABN 32 198 567 354

STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2020

	Note	2020 \$	2019 \$
ASSETS			
CURRENT ASSETS			
Cash on hand	2	339,728	316,421
Accounts receivable and other debtors	3	78,100	221
TOTAL CURRENT ASSETS		<u>417,828</u>	<u>316,642</u>
TOTAL ASSETS		<u><u>417,828</u></u>	<u><u>316,642</u></u>
LIABILITIES			
CURRENT LIABILITIES			
Accounts payable and other payables	4	8,872	1,710
Other	5	79,950	5,775
TOTAL CURRENT LIABILITIES		<u>88,822</u>	<u>7,485</u>
NON-CURRENT LIABILITIES			
Other	5	-	18,900
TOTAL NON-CURRENT LIABILITIES		<u>-</u>	<u>18,900</u>
TOTAL LIABILITIES		<u>88,822</u>	<u>26,385</u>
NET ASSETS		<u><u>329,006</u></u>	<u><u>290,257</u></u>
MEMBERS' FUNDS			
Retained earnings		<u>329,006</u>	<u>290,257</u>
TOTAL MEMBERS' FUNDS		<u><u>329,006</u></u>	<u><u>290,257</u></u>

The accompanying notes form part of these financial statements.

These statements should be read in conjunction with the attached compilation report.

VICTORIAN WOMEN LAWYERS ASSOCIATION INC
ABN 32 198 567 354

STATEMENT OF PROFIT AND LOSS STATEMENT
FOR THE YEAR ENDED 30 JUNE 2020

	Note	2020 \$	2019 \$
INCOME			
Dividends Received		34	-
Interest Received		4,013	5,139
Seminar Revenue		22,832	37,906
Membership Fees		43,983	44,993
Sponsorship Income		78,526	69,086
Grant Application Revenue		-	12,100
		<u>149,388</u>	<u>169,224</u>
LESS EXPENDITURE			
Accountancy Fees		2,000	2,000
Administration Expenses		7,653	17,261
Bank Charges		1,094	1,540
Catering		776	-
Committee Expenses		4,524	5,315
Computer Expenses		-	711
Consultants		950	12,100
Conferences and Seminars		671	220
Courier and Postage		2,398	470
Donations		411	2,400
Entertainment Expenses		45	-
Function Expenses		53,123	80,459
Gifts		722	1,733
Insurance		2,182	2,081
Legal Fees		2,300	-
Magazines and Publication Expenses		14,977	13,970
Office Expenses		2,089	2,185
Printing and Stationery		-	55
Subscriptions and Memberships		414	4,394
Travelling Expenses		10	196
Website Expenses		14,300	11,452
		<u>110,639</u>	<u>158,542</u>
NET OPERATING PROFIT		38,749	10,682
Retained Profits at the beginning of the financial year		290,257	279,574
TOTAL AVAILABLE FOR APPROPRIATION		329,006	290,257
RETAINED PROFITS AT THE END OF THE FINANCIAL YEAR		329,006	290,257

These statements should be read in conjunction with the attached compilation report.

VICTORIAN WOMEN LAWYERS ASSOCIATION INC
ABN 32 198 567 354

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements are special purpose financial statements prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Reform Act 2012 Victoria. The committee has determined that the association is not a reporting entity.

The financial statements have been prepared in accordance with the requirements of the following Australian Accounting Standards:

AASB 101: Presentation of Financial Statements;
AASB 108: Accounting Policies, Changes in Accounting Estimates and Errors;
AASB 110: Events after the Balance Sheet Date
AASB 118: Revenue and
AASB 1031: Materiality.

No other Accounting Standards, Australian Interpretations or other authoritative pronouncements of the Australian Accounting Standards Board have been applied. The financial report is prepared on an accruals basis and is based on historic costs and does not take into account changing money values or, except where stated specifically, current valuations of non-current assets.

The following significant accounting policies, which are consistent with the previous period unless stated otherwise, have been adopted in the preparation of these financial statements.

(a) Income Tax

On the 27th June 2008 a Federal Court decision was handed down ruling that the Victorian Women Lawyers' Association was exempt from liability to income tax on the basis of being a Charitable Institution under subsection 50-5 of the Income Tax Assessment Act 1997, as amended. As such all previous income tax paid has been refunded and the association is exempt from paying income tax in the future.

(b) Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present value when recognising revenue.

Interest revenue is recognised using the effective interest method, which for floating rate financial assets is the rate inherent in the instrument.

All revenue is stated net of the amount of goods and services tax.

(c) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

VICTORIAN WOMEN LAWYERS ASSOCIATION INC
ABN 32 198 567 354

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2020

	2020	2019
	\$	\$
2. CASH ON HAND		
Cheque Bank Account	38,673	18,902
Debit Card Bank Account	128	605
Investment Bank Account	110,700	60,630
Term Deposit - 519992	190,227	236,284
	<u>339,728</u>	<u>316,421</u>
3. ACCOUNTS RECEIVABLE AND OTHER DEBTORS		
CURRENT		
Trade Receivables	78,100	-
Goods and Services Tax	-	221
	<u>78,100</u>	<u>221</u>
4. ACCOUNTS PAYABLE AND OTHER PAYABLES		
CURRENT		
Goods and Services Tax	7,027	-
Trade Creditors	1,845	1,696
Other Creditors	-	14
	<u>8,872</u>	<u>1,710</u>
5. OTHER LIABILITIES		
CURRENT		
Prepaid Income	<u>79,950</u>	<u>5,775</u>
NON-CURRENT		
Early Payment Sponsorship	<u>-</u>	<u>18,900</u>

These notes should be read in conjunction with the attached compilation report.



NOMINATIONS

PRESIDENT

Vanessa Shambrook



I am a passionate lawyer committed to the eradication of inequality and work at Women's Legal Service Victoria. I work with women experiencing disadvantage to assist them in relation to issues arising from relationship breakdown.

I have been part of Victorian Women Lawyers' (VWL) Executive Committee for the past 6 years and am grateful to have worked in several roles across the organisation. I first joined in 2014 as a Committee Member of the Law Reform and Diversity & Inclusion Committee. Between 2014 and 2017 I acted as Co-Chair of the VWL Law Reform Committee before becoming elected as a General

Executive Member as Communications Officer for 2017 until 2019.

During my time at VWL, I have been a part of an oversee numerous projects and campaigns promoting the equality of women within and outside of the law, including the prevention of family violence, modern slavery, the gender pay gap and homelessness and women. Although during challenging times, I have thoroughly enjoyed my tenure as Vice President for the past year providing assistance to the President to lead VWL through the pandemic and pivot the organisation to continue to reach our members with meaningful events for female identifying lawyers during this time.

If elected as President of VWL, I will continue to lead VWL to carry out impactful events in 2021 which seek to remove barriers for women in law and increase equal opportunities, with a particular focus on the new challenges and opportunities for women post pandemic.

VICE PRESIDENT

Sophie Lefebvre



I have been a VWL member since my student days, sat on the Networking Committee and for the last two years have been the Special Projects/Membership Engagement Officer. I have organized events such as the Dame Roma Lunch and Members & Guests evening as well as spearheading projects like VWL's membership survey and website update.

Having worked in private practice, in-house and now in government I understand the range of challenges facing VWL members. I am



passionate about making VWL an accessible association that represents and advocates for female and non-binary legal practitioners across Victoria. In 2021 I will work with VWL to improve the lives of our members post COVID, advocating to make our profession agile, supportive and resilient.

Stephanie Pasharis



I am an Associate at Allens. I have been a member of VWL since 2015 and am currently a voting executive committee member. This year I organised VWL's Warren Moot, which was held online for the first time. 16 teams participated and appeared before current members of the judiciary. In June, I organised a Clerkship and Graduate Masterclass, tailored to university students and graduates.

From 2017-2019, I was co-chair of VWL's Communications Committee (responsible for publishing VWL's annual journal, Portia). I am passionate about mentoring, having become involved in VWL as a mentee during university. I would love the opportunity to expand VWL's initiatives to reach senior lawyers.

TREASURER

Elizabeth Cooper

I have been the treasurer of VWL before, between 2013 and 2019, and would like to nominate to recommence in the role for 2021 to assist with the ongoing management of the Association during these challenging times. The impact of the pandemic on the Association's membership and sponsorship and the challenges of transitioning back to COVID normal networking and seminars will all provide opportunities for repositioning of the Association and the way it services the needs of its members. I would welcome the opportunity to assist in ensuring these changes can occur and are managed in a financially prudent manner.

I am a qualified CPA and an admitted lawyer and have been an administrator / accountant for 38 years in both large and small corporations. I believe I understand and am able to perform the role and will work to advance women in both the profession and in society more generally.

SECRETARY

Chanphyna Bou



Chanphyna is a lawyer at Victoria Legal Aid and is passionate about women's rights. She is a mentor in VWL's mentoring program. She has extensive experience in governance at the LIV, Amnesty International Australia, Darebin Community Legal Centre and Fitzroy Legal Service. She played a key role in the amalgamation of the Darebin Community Legal Centre and Fitzroy Legal Service. As the chair of the LIV Young Lawyers Social Committee, she organised the successful and sold out Young Lawyers Charity Ball in 2018. In 2020, she was named a finalist in the Lawyer's Weekly 30 Under 30 Awards for Community Legal Centre Lawyers. With her diverse experience and knowledge, Chanphyna believes that she can help ensure a sustainable future for VWL.

GENERAL MEMBER

Bronwyn Montgomery



I have worked as a family lawyer for 5 years. I have been actively involved in VWL for 2.5 years and have co-chaired the Justice Committee for the last 2 years. I have really enjoyed working with my co-chair and committee to highlight topics of interest and importance to women. I am now keen to explore a different role and adopt greater responsibilities within the General Executive. I would appreciate the opportunity to build on the knowledge I already have of our organisation and be part of the team strengthening VWL for the benefit of our members and the community.

Eleanor Weir



I've been actively involved with VWL since 2017, having spent 2 years as the Networking Committee Co-Chair and this year on the Executive Committee as the Communications Officer for VWL. I'm proud of the adaptability VWL has shown this year, ensuring that we remain relevant to our members, connected as a community and an important voice for women in the legal sector. My role as Communications Officer has been particularly critical in this regard, helping deliver digital content on our various social media platforms and managing our regular monthly column, 'According to Merit' in the LIV Law Institute Journal. I'm keen to continue this momentum into 2021 on the VWL Executive Committee.



Emma Sestito



I am nominating for a position as General Member on the VWL Executive Committee. I am a Solicitor at King & Wood Mallesons and have held the position of Secretary of VWL for the past 18 months. Alongside my ordinary reporting obligations as Secretary, this year I was responsible for coordinating VWL's involvement in The Funding Network's crowdfunding event, which focused on mental health. I have relished the opportunity as Secretary to forge connections with outstanding women in the legal profession while furthering the objectives of VWL. It would be a privilege to continue to promote the objectives of VWL in 2021 in a role which allows me to play a more active role in coordinating events.

Erin Meeking



Erin is a dispute resolution lawyer (Russell Kennedy) and a VWL executive member (mentoring portfolio). In 2020, Erin expanded the student mentoring program to match over 240 participants. Previously, Erin was the co-chair of the VWL Justice Committee. She has held leadership positions across the not-for-profit, non-governmental and government sector in organisations such as Global Change, Peace & Security, Victorian Immigrant and Refugee Women's Coalition and UN Youth. Erin is a passionate advocate for social justice. She has participated in the Rights Advocacy Project and volunteered with Fitzroy Legal, HRW, VLA, Refugee Council and the LIV Law Reform Committee.

Oriana Torcasio



Oriana is a lawyer at ASIC and has a fervent interest in women's rights and good governance. She has been an active VWL member since 2015 and has played a key role in establishing and co-chairing VWL's Diversity & Inclusion Committee since 2018. In her role as co-chair (and as a member of LIV's Diversity Committee), she has led and contributed to a number of initiatives to champion and promote diverse women in law in Victoria. She hopes this experience, along with her governance knowledge, will allow her to support and promote VWL's profile in 2021.

Sophie Lefebvre

As above.



Stefani Janson



Stefani has worked in law since 2016 at various commercial law firms, CLCs and at the Victorian Bar. Stefani currently works at Caroline Counsel Family Lawyers. She was recently admitted to practice and studied the Juris Doctor at Monash University. She previously sat on the LIV Young Lawyers Committee as an Executive Member. Stefani brings passion, strategy, project management expertise and innovation. She is excited to nominate as a member of VWL's Executive Committee to contribute to propelling VWL into the 'new normal' and to continue VWLs existing reputation as a strong presence within the Victorian legal community.

Stephanie Pasharis As above.

Suzan Gencay



Suzan has worked or volunteered in the social justice spaces since her admission, six years ago. She's passionate about access to justice and law reform. More recently, in her current role she has gained experience in the appellate jurisdiction. Suzan has volunteered with Amnesty International Australia for over 15 years. She joined the Victorian Activism and Leadership Committee in 2013, was elected as Secretary in 2014 and in 2017 she became the Vice-President. She's a contributor to the Fitzroy Legal Service Law Handbook and also works as a legal educator, educating lawyers about how gambling related harm can affect clients.



VWL 2020 Annual General Meeting

Attendance Register

Number	First Name	Last Name
1.	Joanna	Abraham
2.	Satu	Aho
3.	Raya	Aridi
4.	Kathleen	Bierne
5.	Michelle	Berry
6.	Chanphyna	Bou
7.	Nada	Breik
8.	Ashley	Brown
9.	Jessica	Buck
10.	Audrey	Capasso
11.	Hayley	Chester
12.	Elizabeth	Cooper
13.	Stephanie	De Santis
14.	Andrea	De Silva
15.	Hannah	Fitzpatrick
16.	Amelia	French
17.	Suzan	Gencay
18.	Natalie	Gibbons
19.	Jessica	Gibbs
20.	Samantha	Gonzales
21.	Megan	Greaves
22.	Gemma	Hannah
23.	Dana	Harel
24.	Linda	Hart
25.	Melody	Heenkende
26.	Jade	Hovey



27.	Simran	Joshi
28.	Tanya	Kamil
29.	Shadiya	Karunajeewa
30.	Deborah	Kliger
31.	Jacinta	Learey
32.	Sophie	Lefebvre
33.	Liz	Main
34.	Abbey	Mason
35.	Anthea	McGurty
36.	Erin	Meeking
37.	Bronwyn	Montgomery
38.	Catherine	Moroney
39.	Melissa	Morton
40.	Victoria	Muravchenkov
41.	Rosemary	Murphy
42.	Anne	O'Loughlin
43.	Eliza	Panckridge
44.	Stephanie	Pasharis
45.	Bonnie	Phillips
46.	Marissa	Piazza
47.	Natalie	Plumridge
48.	Geraldine Margaret	Prentice
49.	Lucy	Prowse
50.	Bianca	Quan
51.	Mary	Quinn
52.	Martin	Radzaj
53.	Felicity	Ryburn
54.	Kate	Schomburgk
55.	Madhavi	Sekaram
56.	Emma	Sestito
57.	Vanessa	Shambrook



58.	Neha	Singh
59.	Allana	Smith
60.	Amy	Stagg
61.	Jade	Stuart
62.	Oriana	Torcasio
63.	Nina	Vallins
64.	Sam	Vasaiwalla
65.	Jessica	Voglis
66.	Annaleise	Vulin
67.	Maggie	Wang
68.	Eleanor	Weir
69.	Pia	White
70.	Rhiannon	Zarro



VWL 2020 Annual General Meeting

Proxy Register

Number	Member	Appointed Proxy
1.	Clark, Charlie	Bonnie Phillips
2.	Kelly, Bridgette	Bonnie Phillips
3.	O'Dwyer, Ivy	Bonnie Phillips
4.	Solomonson, Lauren	Bonnie Phillips
5.	De Koyer, Claire	Deborah Kliger
6.	Humble, Claire	Deborah Kliger
7.	McConaghy, Elspeth	Deborah Kliger
8.	Nolan, Marquita	Deborah Kliger
9.	Przulj, Irena	Deborah Kliger
10.	Samuel, Jessica	Deborah Kliger
11.	van der Schans, Ella	Deborah Kliger
12.	Varney, Tess	Deborah Kliger
13.	Cassimatis, Lauren	Emma Sestito
14.	Geros, Annmarie	Erin Meeking
15.	Ozolins, Natasha	Erin Meeking
16.	Haikerwal, Jyoti	Gemma Hannah
17.	Celik, Havva	Oriana Torcasio
18.	Pillai, Shivani	Oriana Torcasio
19.	Taylor, Roxanne	Oriana Torcasio
20.	Cirrito, Stella	Sophie Lefebvre
21.	Dennis, Sara	Sophie Lefebvre
22.	John, Nadine	Sophie Lefebvre
23.	Minter, Jessica	Sophie Lefebvre
24.	Walley, Lauren	Sophie Lefebvre
25.	Lee, Emma	Stephanie Pasharis
26.	Rapson, Claire	Stephanie Pasharis



27.	Bou, Chanphyna	Suzan Gencay
28.	Turner, Kristy	Vanessa Shambrook
29.	Zhang, Elva	Vanessa Shambrook

VICTORIAN WOMEN LAWYERS
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