Annual Report

2024/2025

01 President's Report

On behalf of the APEN Board of Directors, I am delighted to report that the 2024/25 financial year was a productive one for APEN. Ongoing volunteer support from the APEN Directors has overseen the delivery of a carefully selected set of services to APEN members. I would like to recognise both the current and past Board Directors that supported APEN in the 2024/25 year including Nicole Sallur, Roy Murray Prior, Olivia Weatherburn, Olive Hood, Salman Quddus, Salman Sarwar, Felicity McIntosh, Pat Hamilton, Peter Long. Simon Sankey, Sohail Mazhar and Anthony Kachenko. Their dedication to the service of APEN around their many other commitments is recognised with an average of 83% attendance at Board meetings in this year.

The loss of Directors with either extensive organisational experience or those performing key roles is an ongoing threat to corporate APEN knowledge and the effective governance of the organisation. The 2024/25 year saw the APEN Board farewell the Directors Pat Hamilton, Peter Long and Anthony Kachenko who had fulfilled their maximum six-year terms on the Board and prepare to farewell Roy Murray Prior at the 2025 AGM. We also farewelled Simon Sankey and Sohail Mazhar due to competing work commitments. The Board continues to actively manage this transition to avoid serious impacts and sincerely thank all those volunteering to support the extension profession through APEN.

The Association Specialists continue to provide a high level of secretariat and governance services to support both APEN and the Board. This has included services including monthly finance, TAS management, communications and membership reports plus ad-hoc support with meeting and event management.

02 President's Report

FROM JULY TO NOVEMBER 2024, THE BOARD FOCUSED UPON:

• Piloting regional Road Shows in late 2024 and early 2025
• A face-to-face meeting of the Board and Regional coordinators in Brisbane in Nov 24
• Board succession planning to ensure good leadership and delegation to the Committees of the Board, especially given the anticipated loss of two long-standing Board members
• 2025 Conference planning
• Planning for website and logo updates
• Review of the APEN Constitution
• A change of the selected APEN auditor
• Planning a mentoring program for 2025
• Preparing the process for the annual Board evaluation

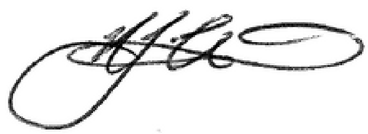
FROM JANUARY TO JUNE 2025, THE BOARD FOCUSED UPON:

- Reviewing the Board evaluation results and new Board member induction
- Refresh of the 2024 APEN Strategic Plan and setting the 2025 daily calendar of events
- Review of APEN Partnership agreements dropping one and picking up another
- Planning the use of APEN Conversations to maintain the networking opportunities for members
- Create email signature blocks to promote the conference
- Kick off the mentoring program for 2025
- Review the Chart of Accounts to improve financial reporting
- 2025 conference planning
- Review of APEN social media strategy using LinkedIn and facebook
- A merger of eBulletin and ExtensionNet communication initiatives

03 President's Report .

I would like to make a special mention of the stellar work by the conference committee headed up by Caroline Coppo and Beck Burgess who showcased the fantastic array of innovation happening in our profession at the 2025 APEN International Conference, Tech plus Extension, A Powerful Partnership for Change.
I continue to deeply respect the dedication that the APEN Directors bring to their role, stepping up to pay it forward to support the profession of extension. I would especially like to express my sincere thanks to Roy Murray-Prior who will both step down from the Board at the November AGM. Roy has served the maximum six years as Director, as well as filling the role of Treasurer and Chair of the Governance Committee over the past two years. I certainly hope to continue to engage his commitment to APEN through a continuing role on one of the Board Committees. I would also like to recognise the team of Regional Coordinators and volunteers, who work with the Board in organising our activities, as we learn from the past, appreciate the present, and grow a dynamic future in our vibrant extension community network.

Noel Ainsworth



APEN President

04 Regional Activities Committee

Chair:
Dr Pat Hamilton

Regional Coordinators (RCs):
Lauren Thornton (NT), Sue Street (NSW), Callen Thompson (NSW) Caroline Coppo (N-Qld), Tim Bradley (S-Qld); Sandy Gunter (SA); Ossie Lang (Tas), Sarah Thompson (Vic); Karen Smith (WA), Robin Barker-Gilbert (NZ)

THE RAC'S PURPOSE:

- Sustain a strong network across Australia and New Zealand by connecting members to each other and to the organisation through various mechanisms.
- Create opportunities for members to interact online and/or face-to-face through sharing and promoting extension knowledge and skills.
- Support APEN's strategy by ensuring the Board is kept informed of regional issues.

We farewelled three RCs during the year: Sarah Hain (NT), Noel Ainsworth (SQLD, now the President) and Robin Barker-Gilbert (NZ)). Sarah and Robin were a source of strength and we miss their input. APEN recognises that the efforts of RCs wax and wane according to what else is going on in their lives, both personally and professionally. We wish them a future full of challenges and rewards. We are fortunate to welcome Lauren Thornton (NT) and Tim Bradley (S-Qld) to the team. Recruitment for NZ RCs is ongoing.

05 Regional Activities

AS A TEAM, THE RCS HAVE:

- Met online five times this year, including, a planning meeting in February, facilitated by a past Director, Jeanette Gellard. We appreciate Jeanette's skills for widening our insights and strengthening our team spirit.

- Organised six APEN Conversations sessions Thanks to Sandy Gunter for her coordination and the RCs (Callen, Ossie and Sarah) for their facilitation and Denise Bewsell and Jeanette Gellard sharing their experiences. The interest and attendance from members are impressive.

- Promoted and participated in the APEN Conference, on the conference committee, chaired sessions, and presented at workshops. Many of the RC team were fortunate to catch up at an enjoyable lunch. A first face-to-face meeting with this group – provided a strong bonding time.

- In the process of restoring the very successful Roadshow with a different format, under the coordination of Sarah Thompson. It is exciting to be a part of these activities.

The team continually surprises me with their ideas and enthusiasm and I am humbled by their willingness to take on new responsibilities and support each other in time of need. We bounce off each other, learn, work collaboratively, and send our recommendations to the Board – all to engage, connect, network, and encourage our members to extend the world of professional extension.

"I AM PRIVILEGED TO WORK WITH SUCH A DYNAMIC TEAM."

Dr Pat Hamilton
Regional Activities Chair

Treasurer's Report 06

There was no audit this year because it was not a conference year. As a result of this not being a conference year and due to expenditure on preparations for this year's conference and a meeting of the APEN Board and Regional Coordinators, APEN Ltd experienced a decline in it financial position this year. Total Assets declined from $300,727 to $241,168 and Total Equity from $266,698 to $207,584.Major sources of income were from membership fees and workshops. These additional activities over the last couple of years have broadened our income sources and provided additional services to our members.

The Directors of the registered entity (APEN Ltd.) declare that, in the Directors' opinion:

1) The financial statements as set out in the attached Finance Report on 30 June 2025, are in accordance with the Australian Charities and Not-for-profits Commission Act 2012 and:

a) comply with Australian Accounting Standards

b) give a true and fair view of the financial position of the registered entity at 30 June 2025 and of its performance for the year ended on that date.

2) There are reasonable grounds to believe that the registered entity will be able to pay its debts as and when they become due and payable.

This declaration is provided in accordance with subs 60.15(2) of the Australian Charities and Not-for-profits Commission Regulation 2013.

Dr Roy Murray - Prior
APEN Treasurer
Governance and Strategy Committee Chair

07 Governance & Strategy Committee

This year the Governance Committee has accepted the resignation of the previous auditor and appointed Tinworth Chartered Accountants as the new auditors for next year. We have continued to revise and monitor budget projections of our financial position. A major focus for the year has been to have a revised APEN Constitution submitted to the AGM, which was accepted and to develop and update APEN Policies. Revised policies that were accepted by the Board during the year include: Terms of Reference; Letters of Support Policy, Duty of Solvency Policy, and Conflict of Interest Policy. Policies that have also been developed and accepted so far this financial year include: APEN Code of Conduct, Risk Management Policy, Procurement Policy, Advertising Policy and Chair and Director Evaluation Policy.

Chair:
Dr Roy Murray - Prior

Committee: Noel Ainsworth, Peter Long, Muhammad Sohail Mazhar, Olivia Weatherburn, Simon Sankey

APART FROM MONITORING OUR FINANCIAL POSITION, OUR PRIORITIES FOR NEXT YEAR ARE TO:

- Continue the revision of the APEN policies in order of priority.
- Monitor board succession.

Dr Roy Murray - Prior
Governance & Strategy Committee Chair

08 Communications Committee

Chair:
Nicole Sallur

Committee:
Pat Hamilton, Graham Harris, Keely Kovacevic, Caroline Coppo, Emma Tilley, Lauren Thornton. Noel Ainsworth (President) and Roy Murray-Prior (Treasurer) as ex officio members.

The Communications Committee plays a key leadership role in advancing APEN's communication initiatives. Over the 2024-2025 financial year, the Committee continued its commitment to engaging members and broadening APEN's reach.

Engagement and Communication Highlights

Throughout the year, the Communications Committee delivered several key communication activities, including:

· Monthly eBulletin: Published monthly, the eBulletin provided members with updates on APEN activities, extension best practices, upcoming events, and professional opportunities. During this period, ExtensionNet was integrated into the eBulletin, consolidating communication channels for improved efficiency.

· Social Media: Regular posts on Facebook and LinkedIn extended APEN's reach to diverse audiences, fostering broader engagement with the extension community.

· Website Updates: The APEN website was regularly updated with new information for members.

Planning for the Future

The committee began preparations for the 2025 biennial member survey, scheduled for delivery in the 2025-2026 financial year. This important initiative will gather member feedback to inform and enhance APEN's services.

09 Communications Committee

Ongoing Initiatives

Building on work initiated in the previous year, the Committee continued to focus on two major projects:

· Website Review and Update: Efforts to improve the website's functionality and user experience remain a priority.

· Branding Enhancement: The Committee is refining APEN's branding to ensure a consistent and professional identity across all platforms.

Staffing Transition

In 2024-2025, Communications Coordinator Alice Long commenced maternity leave. Jo Palmer stepped into the role, ensuring the Committee's activities continued seamlessly and effectively.

Welcoming New Members

The Committee remains open to welcoming new members to contribute fresh perspectives and ideas.

The Communications Committee is proud of its achievements over the past year and looks forward to continuing its work in delivering high-quality communication to support APEN's mission.

Nicole Sallur
Communications Committee Chair

10 Business Development Committee

The Business Development Committee (BDC) had a productive year, focusing on income generation and advocacy to support APEN’s objectives.
Key income generation tasks included

· Refining the Business Supporter arrangements for <30 and >30 members, which successfully maintained higher membership numbers during non-conference years. Efforts were made to ensure that Regional Coordinators also has access to this member information.

· Enhancing conference sponsorship strategies, including identifying and approaching potential sponsors and developing tailored sponsorship packages for 2025. Additionally, the committee explored opportunities for sponsorship of other events, such as roadshows, to ensure the sponsorship packages complemented the business supporter and partnership arrangements.

· The Committee reaffirmed the need to offer support so that most APEN services can be run as close to cost neutral as possible with particular attention being paid to Roadshows, mentoring and ExtensionChat.

Key advocacy tasks included

· Build upon the success of the 2023 Award winners.

· In preparation for the 2025 APEN Awards, the committee emphasised the importance of advocacy impacts alongside personal benefits for award recipients. Members reviewed the process for application assessment to ensure an independent perspective and contributed to the development of criteria for success.

· Review the existing APEN Partnership arrangements plus refining what APEN wants from these arrangements.

11 Business Development Committee

The BDC reviewed its terms of reference for consistency with the other APEN Board committees. The BDC also prioritised recruitment to address its limited membership for quarterly meetings. Efforts included identifying potential new members, to enhance the committee's capacity. Strategic discussions were held to align the committee's activities with APEN's broader goals, including income generation and advocacy initiatives. Throughout the year, the committee was supported by dedicated members, including Noel Ainsworth (Chair), Mariah Maughan, Karen Smith, Simon Sankey, and Roy Murray-Prior (Standing Invitee). Their contributions ensured the successful implementation of initiatives and the development of actionable plans.

Looking ahead, the BDC aims to build on its achievements by strengthening partnerships, increasing sponsorship opportunities, and enhancing its advocacy efforts. The committee remains committed to supporting APEN's mission and delivering value to its members. This summary reflects the collaborative efforts and strategic focus of the BDC, ensuring its continued contribution to APEN's success.

Noel Ainsworth
Business Development Committee Chair

Thank you for your support

2024/2025

AUSTRALASIA PACIFIC EXTENSION NETWORK

Extending Horizons