

Dear Members

I am writing to remind you of the forthcoming Annual General Meeting of the Central Coast Conservatorium of Music Board of Management to be held on Monday 18 March. The Meeting will be held at 7.00 for 7.15 pm in the Robert Knox Hall in the Conservatorium.

At this Meeting we will be farewelling President and former Secretary, Francesca Bell whose long-standing service to the Conservatorium has been outstanding. Her enthusiasm and dedication will be sorely missed.

Other Members of the Board who will not be seeking re-election are Vice-President, Vinay Srivastava, Chair of the Marketing Committee, Ian Hemphill and University of Newcastle Representative, Adam Manning. We thank Vinay, Ian and Adam for their service to the Conservatorium Board.

I am delighted to inform you that we have had a number of high-quality candidates nominate for the Board positions. A brief bio of each of the candidates is given below.

The nominations are:

President:	Peter Brandon (Current Secretary)
Vice-President:	Claire Braund (Current Board Member)/ Hilary Day (Current Board Member)
Treasurer:	Michael Mitchelmore (Current Treasurer)
Secretary:	Tracie Elvidge (new nominee)
Ordinary Members: (7 required):	Jenni Allan Julie Blatch Claire Braund (Current Board Member) Hilary Day (Current Board Member) Rochelle Kirk Penny Lee Shayne Leslie Stephen Mudge Michael Murphy Serena Spencer Brooke Stanford Emma Tyler Tim Willcox

If you are unable to attend the meeting, there is a proxy voting form and ballot paper at the end of this letter which can be scanned and forwarded to the Hon Secretary or given to a member who is attending the meeting.

Kind regards

Peter Brandon, Hon Secretary

BRIEF BIOS

Peter Brandon (Current Board Secretary)

Qualifications:

BMus, BEdStuds, Dip Tchg, TTC, Cert Gifted Ed, LRSM

Current Professional memberships:

MACE (Member of Australian College of Educators)

Previous Professional memberships:

NSW History Teachers Association

Australian Institute of Management

Committees:

1982-1989 - Secretary, Central Coast Rugby Union

1983-1989 - Vice President, NSW Country Rugby Union

1983-1989 - Member of NSW Rugby Union Management Committee

2005-2009 - Member of Curriculum Co-ordinators Committee, NSW Independent Schools

2005-present - Friends of the Performing Arts Precinct (Central Coast) - Member 2005-2008, President 2009-2014, Vice President 2014-present

Peter is an educator with forty years experience in Primary and Secondary education. He has taught in many Curriculum areas, including Music, English, Mathematics and Ancient and Modern History. Peter has worked in all areas of education provision, including public, systemic and private independent education. Peter brings to the Board a working knowledge of the NSW Curriculum and the new Australian Curriculum and their implications to CC Conservatorium. In addition, as a teacher and curriculum developer, he brings a working knowledge of current pedagogical practice and research.

Peter has served on a number of committees of educational, sporting and cultural organisations at a local and state level. Whilst serving on various sporting committees, Peter organised highly successful international rugby matches in Gosford and Country Week rugby carnivals. He acted as a liaison officer for visiting international teams, including the NZ All Blacks, the Argentinian Pumas, Hong Kong sevens team, Fiji and Canada. His skills and experience in governance, event organisation and people management greatly benefit the Central Coast Conservatorium.

Peter has a keen interest in music, both as a performer and listener. He played the tenor horn in a number of brass bands including the NZ B Grade Champion band; the City of Porirua Municipal Band. In addition, he studied French horn method and was a member of orchestras both in NZ and Australia, including the Willoughby Symphony Orchestra. He has a passion for all genres of music and has taught music in the classroom, conducted school orchestras and choirs and assisted in the production of school musicals. He hopes his skills and experience benefit the Conservatorium in developing innovative music programs that foster its premier position as a provider of quality music education on the Central Coast.

Peter is committed to the growth of the Conservatorium and improvements in the delivery of all areas of its programs. He recognises the importance of music in the

holistic education of our youth and is an advocate of CC Conservatorium's Patron Richard Gill's approach to music education.

Michael Mitchelmore (Current Board Treasurer)

Qualifications:

Cert Ed, MA, PhD

Committees:

1965-1971

Chairman, Joint Schools Project of the Mathematical Association of Ghana

1975-1984

Vice-President, Mathematical Association of Jamaica

1980-1984

President, Jamaica Musical Theatre Company

1983-1984

Chairman, School of Education Committee, University of the West Indies, Jamaica

1991 -1998

Treasurer and Journal Editor, Mathematics Education Research Group of Australasia

2000-2004

Member, Higher Degrees Committee, Macquarie University

2010-2014

Treasurer, Kuringai Youth Orchestra

About:

Michael has devoted his professional life to understanding the processes of teaching and learning mathematics at all levels. As a teacher in Ghana, he organised a team of educators to produce the first secondary mathematics textbook ever to be written by local teachers. As a lecturer in Jamaica, he pioneered research into the special difficulties that students brought up in a non-industrialised culture experience when learning mathematics. As a consultant at the Leibniz Computing Centre, Munich, he helped many a student and professor analyse and interpret innovative research. And as a professor in the School of Education staff at Macquarie University, he has produced many innovative insights into the role of pattern and structure in the learning of mathematics, especially in early childhood. Over the years, he has presented his

findings at conferences all over the world and has written numerous mathematics textbooks and over a hundred articles in academic journals.

Michael is also an experienced educational administrator. Apart from the leading committee roles listed above, he has been Vice-Dean of the School of Education at the University of the West Indies, Jamaica; coordinator of the Masters of Education and Diploma of Education programs at Macquarie University; and Director of the Centre for Research in Mathematics and Science Education in the Australian Centre for Educational Studies at Macquarie University.

Music is one of Michael's deepest loves. He has sung in a large number of choirs, including the Trinity College Chapel Choir, Ohio State Chorale, Jamaica National Chorale, Stuttgart Philharmonic Choir, Munich Motet Choir, Sydney Philharmonia, Sydney Chamber Choir and Coro Innominata. He has also appeared in solo and choral roles in several Gilbert & Sullivan operettas, Rogers & Hammerstein musicals and Verdi operas in Ghana, Jamaica, England and Germany, and occasionally plays a New Orleans jazz piano.

Michael is always finding ways to combine his professional experience with his musical interests. He assisted his wife, the violinist Elisabeth Mitchelmore, to organise the Amabile Players and establish their long-running concert series in Sydney. He played a leading role in founding the Kuringai Youth Orchestra, which offers talented young classical musicians on the Upper North Shore of Sydney advanced orchestral opportunities. He has also carefully observed his daughter's progress in learning the violin up to LMus and frequently shares pedagogical and psychological reflections on music learning with Elisabeth. Among his other interests, Michael particularly enjoys woodworking^{3/4}from making a harpsichord from native timber in Ghana to making sets with Gosford Musical Society. He has also developed and maintains three web sites devoted to family history and is a qualified futsal referee.

Claire Braund (Current Board Member)

Claire is a businesswoman and social entrepreneur who co-founded Women on Boards in 2006 and has been at the helm of the company ever since, growing it to 22,000 women across Australia from its head office in Gosford on the Central Coast. Claire is a Non Executive Director of both Women on Boards (WOB Pty Ltd) and its sister company in the United Kingdom and formerly served on the not-for-profit board of the Foundation for Australian Agricultural Women. She has experience as a director of SMEs and incorporated (not for profit) bodies. Her extensive work with aspirant directors seeking board roles has given her a strong knowledge around organisational governance and she is well versed in finance and risk.

Claire's early career was as a journalist and public relations manager. Her expertise is in communications, marketing and advocacy which she has used to great effect to grow the Women on Boards business. She is an excellent writer and communicator, a highly respected speaker on a range of topics including equity and diversity, an informed and entertaining presenter, a renowned networker and skilled at building relationships for common benefit.

In 2011 Claire became a Churchill Fellow for her research into gender balance on boards in Norway, France and the UK. She is also a graduate of the Benevolent Society's Sydney Social Leadership Program which further deepened her strong

commitment to equity and justice. She is a lover of the visual and performing arts and the impact they have in the development of children and advancement of society.

Hilary Day (Current Board Member)

Qualifications:

B.Ap.Sc.(Physio), A.Mus.A (Cello)

Committees:

CCSO Management

Memberships:

Australian Physiotherapy Association

Ms Day graduated as a physiotherapist from Cumberland College of Health Sciences and has worked for the Central Coast Local Health District for 30 years. She is committed to providing free public health services to the residents of the Central Coast and brings to the Conservatorium Management Committee her skills as a co-ordinator gained through wide teamwork experience.

She also achieved her diploma in cello and has been employed as the cello tutor at the Central Coast Grammar School for 18 years. She believes that giving children and adults the opportunity to play music creates joy and social harmony and has many benefits in all learning areas.

She is Assistant Principal Cello of the Central Coast Symphony Orchestra, which is under the auspices of C.C. Conservatorium. She has served on the Management Committee of the CCSO and its predecessor for 30 years, including 13 years as President. Her experience in managing and maintaining a thriving community orchestra is valuable to the Conservatorium. She has been a Board Member for 9 years.

Tracie Elvidge:

I am an experienced executive leader with a career spanning several industries including manufacturing, education, and Information Technology. With strong skills in strategic planning, financial management, program delivery, risk management, and governance, I have a passion and reputation for driving organisational sustainability. In addition to my experience working with CEOs as a member of the executive team, I've recently accepted an appointment as a non-executive director of a dairy products start-up.

I hold a Master of Business and Technology from the AGSM @ UNSW Business School, a Diploma of Architectural Drafting, am a professional member of CPA Australia and a member of Women on Boards.

I studied piano from an early age and have taught piano to children and adults, beginners and advanced students, privately for over 30 years. I have studied clarinet and currently study voice whilst singing with Sydney Philharmonia Choirs since 2016.

A strong love of the arts and first-hand experience of the extended benefits of a musical education have attracted me to this opportunity. I teach so as to open the world of music to others, I sing with the choir for the community enjoyment of creating music and sharing this beauty with an audience and I will enjoy the opportunity to contribute to a team that helps people enjoy the love and benefits of music. I bring to this role strong business acumen with a musical background that I will apply to the team contribution to the ongoing growth and sustainability of the Conservatorium for the benefit of all stakeholders.

Jenni Allan

I am currently the CEO of a not for profit community aged and disability service provider located on the Central Coast and in the Hunter areas. I am an accountant and hold a Master of Commerce (Professional Accounting) and a Master of Business Administration, both through the University of New England. I am a Fellow of the Institute of Public Accountants. I am a Director of another not for profit board, as well as a member of the state Advisory Council for an aged care peak body. Formerly, I have been the Treasurer of a local Rotary Club. Apart from governance and financial experience, I have experience and skills in strategic planning; business growth, leadership, and quality and compliance.

Although not a musician, I have a passion for many music genres and strongly believe in supporting a local conservatorium in the important work that they do for local musicians and the community as a whole. Music brings great enjoyment to people's lives, as well creating feelings of happiness and relaxation.

If accepted as a Committee Member, I would use the skills that I bring, to support the sustainability and growth of the Conservatorium and be an active contributor at Committee Meetings.

Julie Blatch

For over 30 years' I have been working in business management and accounting roles. I started my first business – WORKZONE Business Support, in 1988 in Alice Springs, and was awarded the Telstra Small Business Award in 1989.

In 2004, I gained a Bachelor degree in Accounting,

From 2008 to 2011 I was a board member of the Central Coast (BEC) and a voluntary mentor for the BEC's Business Mentoring Program.

In 2010, we established an accounting practice in Woy Woy - MYC Partners. I am a Fellow of the Institute of Public Accountants (IPA) with post-graduate qualifications. We employ six staff, all local.

I have been living on the Central Coast for 15 years with my husband Tim and our children Anthony and Mollie.

My musical experience was studying music (piano) throughout Primary and Secondary school, and in musical society performances. My son took up my musical aspirations when he studied music and performed Saxophone for his HSC.

As a local business owner, I advocate support for local industry and organisations, and wish to contribute further through working on your board. It is only with local support that our local economy can grow and provide opportunities on the Central Coast.

Rochelle Kirk

A career procurement, governance and probity professional, I have over 22 years' experience to offer the Board.

In 2017 I left the public sector as Chief Procurement Officer at RMS to establish a procurement practice in a well-known governance and probity consulting firm (O'Connor Marsden & Associates).

At OCM I have managed governance projects relevant to the Board:

- Assisting the Rice Marketing Board to implement governance review recommendations
- Developing a Conflict of Interest Policy for the Read Meat Advisory Council
- Advice for the Dam Safety Committee on governance arrangements

I have also undertaken probity projects for funds distribution:

- Funds allocation for the Aboriginal Fishing Fund
- Funds allocation through the Greater Sydney Sports Fund
- The Aboriginal Language Grant

I have also advised Boards in procurement and probity:

- The Royal Botanic Gardens Board
- The Australian Chamber Orchestra

I am a proud Central Coast resident, have my own small business which teaches businesses 'how to do Business with Government', and do pro-bono work for the NSW Indigenous Chamber of Commerce.

I have been on the Committee for a Local OOSH, Brisbane Waters Secondary College Advisory Committee and Transport Women in Leadership Executive Group.

I would love to join your Board.

Penny Lee

I am a highly proficient legal professional with strong leadership skills and extensive experience in governance. I have devised robust policies and implemented significant strategic operational procedures for the NSW government. I am one of only three female mining inspectors in NSW and has proven ability to influence and negotiate with key stakeholders.

I play the violin, have an avid interest in music and am very keen to be part of the exciting work which the Central Coast Conservatorium of Music undertakes. By being on the Committee I seek to give back to the community, particularly in a musical capacity which I am so passionate about, giving my time and skills to develop and strengthen the Conservatorium as best needed.

I currently work for the NSW government as the Acting Director of Regulatory Services within the Resources Regulator. This is part of the Department of Planning and it regulates the mining industry. Prior to this I was a legal advisor to the British government for eight years and to the United Nations in West Africa.

I hold a Bachelor of Laws, a Master of Laws and a Bachelor of Arts. My Master of Laws thesis was published in the peer reviewed University of NSW law journal. I have also taught administrative law (government law) at the University of Newcastle.

I am experienced in governance, transparency and process. I have intimate knowledge of compliance and the management of risk and strategic thinking to resolve issues and develop solutions for the future.

I am skilled at developing relationships with stakeholders and this skill is critical to ensuring that people can work together and resolve issues in an effective and professional way. I enjoy working with people and am keen to use my skills in this area.

Shayne Leslie

EXPERIENCE

My career began in events, entertainment and marketing. I developed into a learning and development professional in governance and business strategy. I have been working with boards of directors (committees) for 12 years, principally non-profit and membership-based organisations.

Currently, I work at the Australian Taxation Office and as a Business Counsellor with Integrated Governance.

I bring my corporate service skills to the Committee including budgeting, financial compliance, governance, education, sales and marketing. CCCM will benefit from my strategic thinking and master planning experience, policy writing, research-based planning, and networks.

I am passionate about music and completed my Masters of Music in 2015. Locally, I have performed with Gosford Musical Society, Wyong Musical Theatre Company, Wyong Drama Group, and sung and composed for Central Coast Choral. I am a current vocal student at CCCM.

OBJECTIVE

I am committed to building a strong musical community for all ages beginning with quality music education in an environment that encourages excellence in performance. I am ready to support Committee and the CEO, Patrick Brennan, in continuing to develop the artistic scene on the Central Coast. This may be through networking, supporting educational and performance programs, and governing in a respectful and confidential manner.

EDUCATION (selected)

2019	FNSSS00014-V01-Accounting Principles Skill Set, TAFE Digital
2018	Diploma of Leadership and Management, Allara Learning
2011– 2015	Masters of Music (Composition), Sydney University Conservatorium of Music
2010	Certificate IV in Governance, Canberra Institute of Technology
2009 – 2010	Graduate Diploma, Vocational Education and Training (inc. CIVTAE), CS University
2000 – 2007	Bachelor of Business (Management & Psychology), Charles Sturt (CS) University
1992– 1995	Bachelor of Music (Composition), Sydney University Conservatorium of Music

Stephen Mudge

As the Director of a medium sized multi award winning building company for nearly fifteen years I am confident that I will be a valuable member of the Central Coast Conservatorium of Music Board.

I have an extensive knowledge of the Building and Construction Industry, along with the varying skills that naturally form as part of the role of being a director in areas such as human relations, governance and compliance, finance, management and leadership.

I am committed to helping our community in whatever capacity I can especially in my role as a professional businessman. I feel that one of my greatest attributes is an ability to solve problems with a level headed and logical approach.

It is my belief that my empathetic manner, determination and leadership skills would greatly benefit the Board of the Conservatorium

Michael Murphy

As an educator, I recognised the aesthetical and educational benefits of music in the classroom and encouraged students to explore and perform music. As teacher and principal, I prioritised Performing Arts by collaboratively writing school musicals, coordinating choirs, facilitating regional workshops and implementing instrument tuition programs.

Principal appointments have ranged from far west one teacher school to significantly socially disadvantaged urban school. Recently retired from Holgate PS where I established a music room and worked with school community to build a hall which included a performance stage. At each school I managed, music was pivotal to the school curriculum.

In 1996, I was presented a NSW Teacher of The Year Award.

Family connection to the Conservatorium started 30 years ago when our children participated in pre-school music classes giving them skills and confidence to progress to piano and violin lessons, choirs, rock bands, with one gaining qualifications as a music therapist.

I currently sing in a band and finally learning to read music (saxophone). I am also a Bushcare volunteer, casual teacher at Rumbalara Field Studies and editorial team for local community newsletter.

I hope to use my experiences and local contacts to promote the Conservatorium as well as liaise between the Conservatorium and local schools.

Serena Spencer

Objective

My intent with taking on a committee role is to contribute my experience gained in various roles in defence, banking, utilities and with my own small business. I hope to gain valuable business experience with corporate governance and financial management. I plan to attend the Australian Institute of Company Directors Course this year.

Experience

I have spent the last 10 years in the defence industry working in Systems Engineering roles such as the Wedgetail Ground Systems project and the Hornet Software Upgrade project. Currently my role is with the Defence Air Traffic Control Radar Project. This involves aspects such as System Safety, Project Security and producing and reviewing technical design documents.

Background

I have two teenage boys, and they have both progressed through the Suzuki violin. They play in the Newcastle Grammar School Symphony Orchestra. This journey has involved numerous concerts, workshops, eisteddfods (some at Central Coast), Opera House Concerts and music tours (this year to Japan).

Recent Training

- Consultants Course – May 2018;
- Diploma of Project Management - Nov 2018. I am currently working towards finalising my Diploma evidence portfolio;
- Shipley Winning Proposal Strategies Workshop February 2019.

Education

Bachelor of Engineering (Comp) UoN;

Various MBA subjects course including Marketing at UoN Business School

Brooke Stanford

I would like to be considered for nomination to the Committee for 2019. I bring a diverse skill set including stakeholder engagement, policy development and analysis, risk

management, corporate governance and legal skills. I hold postgraduate qualifications in legal, risk management and corporate governance and have worked as a solicitor in both public and private practice.

I have a decade's experience working in the public sector in a variety of roles including in regulation of the community housing sector, as a Senior Project Officer in the Office of the Deputy Secretary and as a legal officer in the child protection space. I have over the last six months enjoyed being part of a Specialist Advisory Team panel for FACS assessing the commercial and governance arrangements of organisations wishing to provide intensive therapeutic care to children and young people in out of home care.

I have been the Treasurer of the Koolewong, Tascott and Point Clare Progress Association for the last four years. This voluntary committee position has given me a sound understanding of how committees function, and knowledge of some of the local issues organisations such as this work to improve for residents. I feel a position on the Conservatorium Committee would enable me to continue developing and applying my corporate governance and legal skills in a larger organisation, while at the same time allow me to continue my life-long love of music; and use my position on the Committee to share the opportunities music can foster with as many people as possible.

Emma Tyler

I am a talented Procurement professional with over ten years experience who was a part of the 2018 class of the Women on Boards New Generation of Leaders program.

Throughout my career I have been responsible for value for money, probity and ensuring that a useful outcome is reached. I have extensive contract knowledge and negotiation skills and a Bachelor in Social Science (Psychology) which I find very helpful.

I am an avid and passionate fundraiser, recently holding a successful International Women's Day morning tea raising over \$650 for a local women's charity.

Personally speaking, I love all types of music, but my favourite is classical music although I do not play any instruments. Mozart fixes everything which is why I listen to him at work some days when I need help.

I am looking to gain board experience and offer my governance, policy and finance skills.

I would like to learn from the committee and to enthusiastically throw myself into any task required.

Tim Willcox

Successful managerial experience in Public, Private, Global and Family owned and run business', from Telstra, Alcan, Masterfoods Asia Pacific and Mars China. Previous roles in Gosford Council Economic Development Committee as Community representative, co-founded and chaired Coastal Connexions (local not for profit Tech group) which was later incorporated and relaunched as StartIT. Bachelor of Arts and Diploma of Education from Newcastle University.

I believe I have the business and community experience that will help make the Con into a fully funded training and performance institution for the region