

Meeting Minutes

Meeting	Community Awards Committee	
Date	Tuesday, 20 January 2026 4:30pm – 5:30pm	
Location	Conference Room 1 and online via MS Teams	
Attendees	Councillor Deb Gunn - Councillor	Dr Sarvesh Soni
	Matthew Bui - Community Representative	Bill McGillivray
	Beatrix van Lunenburg - Community Representative	Zachary Melvaine
	Preeti Prasad - Community Representative	Jacinta Stevens
	Malcolm Shimmins - Community Representative	Melanie MacKertich
	Najam UsSaqib - Community Representative	
	Dhawa Lama - Community Representative	
Apologies	Jim Bannan Janine Morgan	
No Attendance	Zoe Brown	

Acknowledgement of Traditional Owners Statement

On behalf of Council, I recognise the rich Aboriginal heritage of this country and acknowledge the Wurundjeri Willum Clan and Taungurung People as the Traditional Owners of lands within the City of Whittlesea. I would also like to acknowledge Elders past, present and emerging.

No	Agenda item	Actions/Notes	Owner	Due Date
1	Declarations of Conflicts of Interest	The Chairperson asked those in attendance the following question: "Does any attendee have a conflict of interest in any matter on the agenda today?" NIL Conflict of interest.	The Chairperson, Matthew Bui	N/A
2	Welcome to Councillor Gunn		The Chairperson, Matthew Bui	N/A
3	Welcome to new members	New members who are invited for a term of 1 year, they are the most recent award recipients: <ul style="list-style-type: none"> • Dr Sarvesh Soni • Bill McGillivray • Zachary Melvaine • Zoe Brown • Jim Bannan 	The Chairperson, Matthew Bui	N/A



4	Introductions	<p>Each member of the Committee will introduce themselves and how they've come to be a member of the committee.</p> <p><i>Preeti Prasad joined the meeting at 4:49pm.</i></p>	The Chairperson, Matthew Bui	N/A						
5	Member Terms	<p>Community representatives have been appointed for a specific term. There shall be six appointments for a term of four years and remaining appointments for an initial one-year term.</p> <table border="1"> <thead> <tr> <th>Term of appointment</th> <th>Community representative's name</th> </tr> </thead> <tbody> <tr> <td>Four years (until October 2028)</td> <td>Beatrix van Lunenburg Preeti Prasad Matthew Bui Malcolm Shimmins Najam UsSaqib Dhawa Lam</td> </tr> <tr> <td>One year (until March 2026)</td> <td>Dr Sarvesh Soni Bill McGillivray Zachary Melvaine Zoe Brown Jim Bannan</td> </tr> </tbody> </table>	Term of appointment	Community representative's name	Four years (until October 2028)	Beatrix van Lunenburg Preeti Prasad Matthew Bui Malcolm Shimmins Najam UsSaqib Dhawa Lam	One year (until March 2026)	Dr Sarvesh Soni Bill McGillivray Zachary Melvaine Zoe Brown Jim Bannan	The Chairperson, Matthew Bui	N/A
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6	Election of the chairperson	<p>Preeti Prasad self-nominated as chairperson</p> <p>Bill McGillivray nomination to Preeti Prasad Nomination seconded by Malcolm Shimmins</p> <p>Preeti Prasad accepted the nomination and been elected as chairperson for 2026.</p> <p>Note a round of applause</p>	The Chairperson, Matthew Bui	N/A						
7	Update from council on current awards	<p>Information on the Award categories:</p> <p>Whittlesea Community Awards opened mid November 2025 and will close on Sunday, 15 February 2026.</p> <p>There are 5 categories:</p> <p>The award categories remain the same as per the 2024 Awards.</p>	Melanie MacKertich	N/A						



		<p>With the categories being:</p> <ol style="list-style-type: none"> <p>Citizen of the Year</p> <p>The Citizen of the Year is for an individual who has made an important contribution or given outstanding service to the community during the past 12-months or over several years. The Award is open to all ages.</p> <p>Young Citizen of the Year</p> <p>The Young Citizen of the Year is for an individual, aged between 14 and 25 years old, who has made an important contribution or given outstanding service to the community during the past 12-months or over a number of years.</p> <p>Senior Citizen of the Year</p> <p>The Senior Citizen of the Year is for an individual, aged 60 years or, who has made an important contribution or given outstanding service to the community during the past 12-months or over a number of years.</p> <p>Access and Inclusion Citizen of the Year</p> <p>The Access and Inclusion Citizen of the Year is for an individual who has made an important contribution or given outstanding service to the community by including others whose access to participation is restricted due to physical, social, or other challenges.</p> <p>Sustainable Environment Citizen or Group of the Year</p> <p>The Sustainable Environment Citizen or Group of the Year is for an individual or group that has actively responded to, and engaged others in, an environmental issue impacting the City of Whittlesea.</p> 		
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		<p><u>Update on entries received to date:</u></p> <p>The Committee was provided with a breakdown on how many nominations have been received to date.</p> <p><u>Update on award presentation timing:</u></p> <p>Awards will be presented at the City of Whittlesea Community Festival on Sunday, 15 March 2026 between 12:20pm – 12:45pm.</p> <p><u>Information on current engagement plan:</u></p> <p>An update was provided to the Committee on the marketing and communications activities undertaken to date to promote the Community Awards. This includes local media, display material and posters, internal promotion and targeted newsletters. Further promotion is planned for the remaining period that nominations are open.</p>		
8	Questions in relation to Award categories and criteria	<ul style="list-style-type: none"> -Question regarding how the voting works and voting matrix -Question regarding supporting documents -Question regarding providing Community Award winners with grant funding 	The Chairperson, Preeti Prasad	N/A
9	General Business	NIL	The Chairperson, Preeti Prasad	N/A
10	Meeting Close	Meeting ended at 5:34pm	The Chairperson, Preeti Prasad	N/A

Next Meeting:	
Date	Tuesday, 24 February 2026 4:30pm – 5:30pm
Location	Conference Room 1 and online via MS Teams

