

ANNUAL GENERAL MEETING

Minutes

Date: Thursday 26th of October 2017

Time: 4:30pm

Venue: Albert Facey House - Ground Floor, Meeting Room 2

1. Attendees

Alan	Abraham	Bronwyn	Gunn	Mike	Rowe
Courtney	Allen	Yvonne	Haigh	Marion	Seboa
Chris	Avent	Cassie	Harrison	Rosalie	Small
Louise	Avon-Smith	Elizabeth	Harrison	Carole	Theobald
Amanda	Branley	Jo	Harrison-Ward	Aditi	Varma
Cathrin	Cassarchis	Jessica	Hodder	Jay	Vijayakumar
Jean Wei	Choo	Kristin	Jones	Toni	Walkington
John	Clifton	Joseph	Kufakwandi	Rebecca	White
Kylie	Coulson	Sarah	Lau	Gavin	Lewis*
Wally	Cox	Lorraine	McGann	Amy	Bouckley*
Joe	Ferrante	Colin	Murphy	Yohan	Fernando*
Natalia	Gemmell	Emily	O'Connell	Laura	Heys*
Laura	Gladstone	Basil	Paulose	Jenni	Ogilvy*
Eilidh	Graham	Amanda	Rickman		
Cathryn	Greville	Julie-Anne	Riseborough		* IPAA WA Staff

Apologies:

Eileen	Banks	Gail	McGowan	Allan	Skinner
Sven	Bluemmel	Elizabeth	Potter	Lu	Whale
Brian	Dodds	Jim	Rhoads	Peter	Wilkins
Emma	Forrest	Ruth	Shean	Mike	Wood

Vice President Colin Murphy opened the meeting at 4.45pm and informed the meeting that in the absence of President Sven Bluemmel that he and fellow Vice President Yvonne Haigh will be Co-Chairing the IPAA WA AGM. The Chair welcomed all members and acknowledged Life Members, National Fellows, WA Fellows, and WA Council Members. The Chair thanked all of IPAA WA's Corporate Members for their support and recognised the Premier Corporate Members.

Colin Murphy advised that the current President Mr Bluemmel is an apology for the meeting and will not be standing for re-election at the 2017 AGM as he has moved to Victoria to take up a senior role in the Victorian Government. The Chair acknowledged the outstanding work that Mr Bluemmel has done for IPAA WA over many years of service to the Institute and thanked him for both his contribution to IPAA WA and to the WA public sector.

The Chair confirmed that all AGM obligations under the Constitution had been met including

a quorum as per the Institute's Constitution. In addition, the Vice President noted the proxy votes that had been received for the AGM.

2. Confirmation of the Minutes of the Previous AGM

Motion:

That the Minutes of the Annual General Meeting held on the 27th of October 2016 are accepted.

Moved: Cathrin Cassarchis

Seconded: Cathryn Greville

All in favour, none opposed. Motion Carried.

There were no questions regarding the minutes.

3. Annual Report

Colin Murphy informed the meeting that the Annual Report had been previously emailed to all members and that there were hard copies available at the meeting. The Chair highlighted the key points of the President's Report.

Alan Abraham (IPAA WA Treasurer) went through the key points of the Treasurer's Report. He noted that in his final year as Treasurer, pleasingly, equity had now reached \$1 million. He acknowledged the work that the IPAA WA CEO, Gavin Lewis, and all the IPAA WA staff had done in relation to the very strong financial position which IPAA WA is currently in and particularly the results of the last four years.

The President informed the meeting that the CEO's Report and the audited financial reports, can also be found in the Annual Report.

Colin Murphy opened the floor to any questions.

There were no questions regarding the Annual Report.

The Chair tabled the Annual Report.

Colin Murphy now handed the Chair responsibilities for the meeting to IPAA WA Vice President, Yvonne Haigh.

4. Election of Officer Bearers and new Council Members

Yvonne Haigh informed the meeting that notice was previously sent to all members and the following nominations were received for the Council of IPAA WA.

President	Colin Murphy
Vice President	Mike Rowe
Secretary	Jo Harrison-Ward
Treasurer	Jean Wei Choo
	Aditi Varma
	Kylie Coulson
General Member	Kristin Wareing
	Elizabeth Potter

Emma Forrest
Kylie Coulson
Chris Avent

The number of persons nominated in accordance with the constitution rule 10(4) for election to the position of President, Vice President and Secretary did not exceed the number of vacancies in those roles to be filled, and therefore there was no election. As such, the nominations received for these positions were declared to be appointed.

Yvonne Haigh congratulated Colin Murphy, Mike Rowe and Jo Harrison-Ward.

The number of persons nominated in accordance with the constitution rule 10(4) for election to the positions of Treasurer (1 position) and General Member (2 positions) exceeds the number of vacancies in those roles to be filled, and therefore there will need to be an election.

The Chair explained that to aid in the member's decision, IPAA WA asked council nominees who had elected for these positions to write a short 150 word statement discussing their nomination. These statements were circulated to all members on the 20th of October. Yvonne Haigh informed the meeting that members will be given a few minutes to peruse the document to reacquaint themselves with the information.

Yvonne Haigh then explained the voting process.

At the 2017 AGM, any Council member elections will be conducted via the following method.

- Each voting member (at the AGM or proxy) will receive a voting slip.
- Each voting member will be requested to preference each candidate from most preferred to least preferred for the nominated position.
- For a vote to be valid, the member must number each candidate based on their preference and all candidates must have a preference assigned.
- Each vote will then be tallied and the candidate will be assigned a score, 1 point for every 1st preference, 2 points for every 2nd preference, 3 points for every 3rd preference etc.
- The candidate(s) (depending on the number of positions available for that particular position) with the lowest score or scores will be declared the winner(s).

As one person nominated for both the Treasurer's position and the position of General Member, the voting process will need to be conducted in two stages. Firstly the position of Treasurer and then the positions of General Member.

The Chair asked the IPAA staff to hand out the voting slips for the position of Treasurer.

The voting slips were filled out by the voting members and collected. The Chair asked IPAA WA's President and IPAA WA's CEO to leave the room and tally the vote.

The tallying was completed and Yvonne Haigh announced that the successful nominee for Treasurer was;

Jean Wei Choo

The vote for the two positions for General Members was then conducted in the same manner as that for the vote for the Treasurer's position.

The tallying was completed and Yvonne Haigh announced that the successful nominees were;

Emma Forrest and
Chris Avent

Yvonne Haigh congratulated and welcomed Emma Forrest and Chris Avent to the IPAA WA Council and thanked all the nominees for nominating.

The Chair acknowledged the work of the outgoing Council Members of IPAA WA and thanked them.

President	Sven Bluemmel
Treasurer	Alan Abraham
General Member	Kal Greenaway

Further to Colin Murphy's words of appreciation at the start of the meeting for Sven Bluemmel, Yvonne Haigh paid special recognition and appreciation for the many years of service Alan Abraham had made on the IPAA WA Council.

Yvonne Haigh informed the meeting that the newly appointed IPAA WA President, Colin Murphy will now Chair the rest of the meeting.

5. Motions Received

There were no motions received.

6. General Business

There was no General Business received.

Colin Murphy thanked the IPAA WA CEO, Gavin Lewis, and all the IPAA WA staff for their hard work and dedication to the organisation.

Colin Murphy thanked the outgoing Chairperson of the Young Professional Advisory Committee, Sean Simpson, and acknowledged the contribution Sean has made to the committee. He also welcomed and congratulated the newly appointed Chairperson, Bronwyn Gunn.

The Chair then went through a few up-coming IPAA WA events and other general announcements.

Colin Murphy invited all members to have a drink and some nibbles at the conclusion of the meeting.

The meeting was closed at 5.35pm.