



Minutes of 4th Annual General Meeting of Southern Cross Postgraduate Association Inc, held at Opal Cove Resort, Coffs Harbour NSW and by video-conference to SCU campuses, on Thursday 16 June 2016, at 1.00 pm

1.0 Open, welcome and acknowledgement of traditional custodians

Hannah Taino-Spick assumed the Chair as President and declared the meeting open at 1:10 pm. Hannah acknowledged the traditional custodians of the lands upon which this meeting is held and offered our respects to their elders, past and present.

2.1 Attendance

Hannah Taino-Spick (President); Therese Ejsak (Treasurer & Vice President); Mark Sugden (Ordinary Member of Committee); Craig Wilson (Public Officer); Shae Brown, Antonia Canosa, Matias Da Silva Tavares, Leith Davis, Phillip Davis, Natalie Doring, Phillip Ebrall, Leigh Grant, Sally Gregory, Jamie Hetherington, Amanda Isaac, David Jaboor, Simone Lewis, Nandulet Moxom, Jennifer Murray, Maia Osborn, Kyla Reid, Angie Walker, Royce Willis (members); Lesley Bennett, Tanya Stewart (staff).

2.2 Apologies

Jenny Baker (Secretary); Kevin Minotti (Ordinary Member of Committee); Justin Gaetano (staff).

3.0 Minutes of Annual General Meeting 18 June 2015

MOVED Mark Sugden, SECONDED Hannah Taino-Spick that:-

"This meeting adopts the Minutes of the Annual General Meeting held on 18 June 2016, as tabled and circulated, as a true and accurate record of the proceedings of that meeting."

CARRIED

4.0 President's Report

Hannah Taino-Spick tabled and spoke to her written President's Report. Hannah invited members to refer to the Annual Report for detail of the association's activities across 2015. Hannah thanked SCPA staff and outgoing committee members. Hannah acknowledged and thanked Bruce Korn and Larry Perry as former committee members.

5.0 Financial Report and Annual Financial Statement for year ending 31 December 2015

Therese Ejsak tabled and spoke to her written Treasurer's Report and to the Audited Annual Financial Statement for the year ending 31 December 2016. Therese invited questions from the floor.

MOVED Therese Ejsak, SECONDED Jenny Murray that:-

"This meeting adopts the Audited Annual Financial Statement to 31 December 2015, as tabled and circulated, as a true and accurate account of the financial position of the Association."

CARRIED

6.0 Election of Returning Officer

Therese Ejsak introduced Craig Wilson as Public Officer. Craig explained that the Returning Officer needs to be somebody who is not standing for election to the Management Committee or otherwise has no conflict of interest. Craig Wilson called for nominations for the position of Returning Officer.

MOVED Therese Ejsak, SECONDED Shae Brown that:-

“Craig Wilson be appointed Returning Officer.”

CARRIED

Craig Wilson accepted nomination as Returning Officer. Craig Wilson called for further nominations. There being no further nominations, Hannah Taino-Spick declared Craig Wilson duly elected as Returning Officer for the meeting. Hannah Taino-Spick stood aside as Chair of the meeting. Craig Wilson assumed the Chair in his capacity as Returning Officer.

7.0 Election of Management Committee

MOVED David Jaboor, SECONDED Shae Brown that:-

“The committee be stood down and all positions be declared vacant.”

CARRIED

Craig Wilson asked meeting to thank the outgoing committee members for their service to the association. Returning Officer explained the association's Rules for calling for nominations and election of committee members. Returning officer explained that nominations had been called Tuesday 31 May with a reminder call Tuesday 7 June. Nominations had closed 12 pm Tuesday 14 June. Returning Officer explained that the Committee had formally received two nominations for President, one nomination for Secretary, no nominations for Treasurer, one nomination for Vice President and two nominations for Ordinary Member of Committee. Returning Officer foreshadowed that, accordingly, under Rule 22(5) he would conduct a ballot for President; under Rule 22(4) he would declare the candidates for Secretary, Vice President and Ordinary Member of the Committee to be duly elected; and that under Rule 22(2) he would call for further nominations from the floor for the unfilled positions of Treasurer and Ordinary Member of Committee.

7.1 President

Returning Officer declared that the Committee had received two written nomination for the position of President:

- Kevin Minotti (nominated by Dixie Lamers, seconded Leigh Grant); and
- Therese Ejsak (nominated by Hannah Taino-Spick, seconded Mark Sugden).

Returning Officer declared that Management Committee had determined secret ballot with optional preferential voting as the method for conducting the ballot. Returning Officer confirmed that Public Officer had seen to the preparation of ballot papers and an electoral roll of members. Returning Officer called for nominations from the floor for the position of Assistant Returning Officer. Shae Brown nominated Tanya Stewart, seconded Leigh Grant. Returning Officer called for further nominations. No further nominations were received.

MOVED Shae Brown, SECONDED Leigh Grant that:-

“Tanya Stewart be appointed Assistant Returning Officer.”

CARRIED

Returning Officer declared that each candidate would have the opportunity to speak to the members for three minutes, to be followed by two questions from the floor. Returning Officer announced that candidate Kevin Minotti had informed him that he could not attend the meeting because he is in hospital. Returning Officer informed the meeting that he had offered Kevin a chance to submit a written statement to be read out to the meeting by Returning Officer on Kevin's behalf, but that Kevin had been unable to respond. Returning Officer advised the meeting that he was not willing to abandon the election for President, regardless of Kevin's unfortunate absence. Returning Officer declared that he would proceed with ballot as provided by the constitution. Returning Officer invited candidate Therese Ejsak to address the meeting. Returning Officer invited all members to approach the Returning Officer and Assistant Returning Officer for issue of ballot paper. Returning Officer and Assistant Returning Officer collected all ballot papers and then retired to a separate room to count the ballot papers. Returning Officer and Assistant Returning Officer returned to the meeting.

Returning Officer declared Therese Ejsak to be duly elected as President.

7.2 Secretary

Returning Officer declared that the Committee had received one written nomination for the position of Secretary:-

- Shae Brown (nominated by Hannah Taino-Spick, seconded by Therese Ejsak).

There being no further written nominations, Returning Officer declared Shae Brown duly elected as Secretary.

7.3 Treasurer

Returning Officer declared that the Committee had received no written nominations for the position of Treasurer. Returning Officer called for nominations from the floor for the position of Treasurer. The meeting received two nominations from the floor for the position of Treasurer:-

- David Jaboor (nominated by Angie Walker, seconded by Maia Osborn); and
- Mark Sugden (nominated by Therese Ejsak, seconded Hannah Taino-Spick).

There being no further nominations, Returning Officer proceeded to ballot. Returning Officer declared that there was insufficient time to prepare ballot papers and then conduct a secret ballot. Returning Officer declared that he would conduct the ballot by show of hands, with both candidates to leave the room. Returning Officer declared that each candidate would have the opportunity to address the members, to be followed by two questions. Returning Officer tossed a coin to determine first speaker. David Jaboor left the room while Mark Sugden addressed the meeting. Mark Sugden left the room while David Jaboor addressed the meeting. David and Mark left the room for ballot by show of hands. Returning Officer called for show of hands. David and Mark returned to the room.

Returning Officer declared Mark Sugden to be duly elected as Treasurer.

7.4 Vice President

Returning Officer declared that the Committee had received one written nomination for the position of Vice President:-

- Hannah Taino-Spick (nominated by Mark Sugden, seconded by Therese Ejsak).

There being no further written nominations, Returning Officer declared Hannah Taino-Spick duly elected as Vice President.

7.5 Ordinary Members of Management Committee (3 positions)

Returning Officer declared that the Committee had received two written nominations for the position of Ordinary Member:-

- Angie Walker (nominated by Shae Brown, seconded Hannah Taino-Spick); and
- Mark Sugden (nominated by Leigh Grant, seconded Hannah Taino-Spick).

Mark Sugden withdrew his candidacy.

There being only one remaining written nomination, Returning Officer declared Angie Walker duly elected as Ordinary Member of Committee.

Returning Officer called for nominations from the floor for the two remaining positions of Ordinary Member of Committee. The meeting received two nominations from the floor for the position of Ordinary Member of Committee:

- David Jaboor (nominated by Phillip Davis, seconded Angie Walker); and
- Leigh Grant (nominated by Royce Willis, seconded Natalie Doring).

There being no further nominations, Returning Officer declared David Jaboor and Leigh Grant to be duly elected as Ordinary Members of Committee.

7.6 Auditor

Phillip Ebrall raised that the members should elect the Auditor. Returning Officer declared that this was not required by the constitution; that he was unsure about this being a requirement under the *Associations Incorporation Act*; but that he concedes this as a matter of good practice. Returning Officer advised the meeting that normally one would consider a vote to replace the current auditor as a vote of no confidence.

MOVED Phillip Ebrall, SECONDED Mark Sugden that:-
"The Association retains Zeeman Accounting as auditor."

CARRIED

7.7 Close of elections for Management Committee

Returning Officer congratulated all incoming members of the Management Committee. Returning Officer called for a motion from the floor that all ballot papers be destroyed forthwith.

MOVED Phillip Ebrall, SECONDED Hannah Taino-Spick:-
"That the Returning Officer destroy all ballot papers forthwith."

CARRIED

MOVED Hannah Taino-Spick, SECONDED Therese Ejsak that:-
"The Returning Officer and Assistant Returning Officer be stood down."

CARRIED

8.0 Thanks and close of meeting

There being no further business, Therese Ejsak assumed the Chair as incoming President, thanked and welcomed all new committee members, thanked all members and visitors for their attendance, and declared the meeting closed at 2:15 pm.