

DATE	Wednesday 10 August 2011 6.00pm	VENUE	Boardroom, Origin Energy, 135 Coronation Drive, Milton
MEETING TYPE	Annual General Meeting	COPIES	
Chair	David Carberry		
Recorder	Danielle Bolton		
PRESENT	David Carberry, Vicki Low, Emma Thomson, Laura Canevari, Simon Cavendish, Katryna Dawson, Sheri Fitton, Angela Hurst, Christine Killip, Hugh Lavery, Vicki Low, Neil Macleod, Dan Morgan, Darryl Patching, Bruce Penman, Rebecca Pickering, Emma Thomson, Michael Walker, Justin Watson, Nelson Wills, Jon Womersley, Memento Hudson, David Harris, Alan Chenoweth, Kylee Creighton, Reanna Willis, Chris Salmon, Danielle Bolton.		
APOLOGIES	Claire Gronow, Mark Williamson, Lindi Bowen, Chris Milligan, Andrew Dickinson, Matthew Gray, Bill Haylock, Howard Briggs.		

TOPIC	ACTION	WHO/WHEN
President's Report (10 Mins)	<p>David Carberry gave the 2010/11 President's report. Last year David reported that 09/10 had been a difficult due to the Global financial crisis. 10/11 has seen the Division still suffering but to a lesser extend. The passion of our subcommittees have helped us deliver on many of our goals for the year.</p> <p>In the past twelve months we have had 611 attendees at 10 events, 5 submissions to State Government, we were invited by State Government to participate in round table discussions and were approached by a University to review a Graduate Diploma course outline. This demonstrates that the Division are being invited by external organisations to help improve environmental practice in the South East Queensland region.</p>	Moved by Jon Womersley and seconded by Sheri Fitton.
Confirmation of 2010 AGM Minutes (2 Mins)	The minutes of the 2010 Annual General meeting were tabled.	Moved Laura, seconded by David.
Business arising from previous minutes (0 Mins)	There is no business arising from the previous minutes.	
Treasurer's report (5 Mins)	Emma gave the Treasurer's report. A balance sheet, yearly profit and loss and draft budget were tabled. there is approximately \$20k loss for the year. Cash at bank 30 June was \$11 827.09. We now have a regular financial review meeting in addition to the committee meeting. The draft budget has changed slightly in structure to those previously developed. We have reduced the number of significant events as we have previously scheduled events that haven't gone ahead because of low numbers or haven't made the income that we had hoped. We have budgeted for four major events and two partnerships for next year. The partners have already been secured so any additional partners will be a bonus. We don't have an audited financial report as only the central office consolidated figures need to be audited which is a significant saving to the Division.	Moved Sheri and seconded by Hugh.

TOPIC	ACTION	WHO/WHEN
<p>Vote of thanks to 2010/11 Committee (3 Mins)</p>	<p>David commented that many hands make light work and this has allowed the committee to be successful. He thanked the committee and sub committees for their hard work throughout the year. Many thanks also went to our volunteer Co-ordinator Laura Canevari who has assisted in growing the volunteer pool. Thanks was given to the conference organising committee who having been working on a fantastic even to which registrations are now open.</p> <p>Last year Mark Williamson developed a plan to invite organisations to partner with the Division. We now have two partners, Minter Ellison and GHD. These funds allow us to continue giving excellent service to our members and those in South East Queensland.</p> <p>David thanked the Executive and to the Secretariat. They have done an outstanding job and it has been a pleasure working with them.</p>	
<p>Election of Committee Members (10 Mins)</p>	<p>All positions were declared vacant.</p> <p>The following nominations were accepted at the meeting: President: David Carberry Treasurer: Emma Thomson Vice President Profile and Participation: Jon Womersley Vice President Practice: Susan Malone SEQ Divisional Councillor: Mark Williamson Professional Development Chair: Vicki Low Policy Co-Chair: Lindi Bowen Policy Co-Chair: Sheri Fitton</p> <p>A vote was required for the Professional Development chair as both Vicki Low and Sheri Fitton nominated for the position. Vicki Low was successful 16 votes to 11.</p> <p>The positions of Student and Young Professional Chair and Volunteer Co-ordinator remained unfilled.</p> <p>The 2011/12 Committee were welcomed.</p>	
<p>General Business (5 Mins)</p>	<p>The Professional Development and Policy committee submitted reports were tabled and made available.</p> <p>There was a presentation to Chris Salmon for the GHD Partnership with the Division.</p>	
<p>Close</p>	<p>With no further business, the Annual General Meeting was closed at 6.45pm.</p>	