



Environment Institute
of Australia and
New Zealand Inc.

DRAFT MINUTES

2016 Annual General Meeting

The Annual General Meeting of the Environment Institute of Australia and New Zealand Inc. (ABN 39364288752, NZBN 9429041314777), in accordance with its Rules, By-laws and the *Associations Incorporation Reform Act 2012* (Vic) ('the Act') was held:

Friday 4 November 2016
Sofitel Hotel, Brisbane, Queensland, Australia
8:00am to 9:00am (AEST)

MEETING OPENED AT 8:00am.

1. WELCOME

There being the required quorum of 30 members present in person or by proxy, President Michael Chilcott declared the 2016 Annual General Meeting open and welcomed members and guests.

2. ATTENDANCE AND APOLOGIES

Members in attendance:

Sarah Arblaster
Claire Berecny
Alastair Buchan
Simon Cavendish
Marilyn Cross
Andrew del Macro
Olivia Gourney
Marian Gruben
Bryan Jenkins
Paul Keighley
David Greig
Simon Molesworth
Rachel O'Hara
Jeff Richardson
Janice Van Reyk
Helen Ross
Kymberley Jones
Michael Bidwell

Jack Annear
Virginia Barrios
Di Buchan
Alan Chenoweth
Ian Davies
Dave Fleming
Claire Gronow
Aaron Harvey
Stephen Jenkins
Rob Langley
Kym McClymont
Dugal McFarlane
Maria Pedicini
Fabian Sack
Faye Woodward
Simon Beale
Rebecca Powlett
Rebecca Colvin

Mark Bellingham
Mark Breiffuss
Keith Calder
Michael Chilcott
Tom Davies
Fiona Gainsford
Scott Hanna
Bill Haylock
Peter Hemphill
Beth Kramer
Kelly Matthews
Nigel Murphy
Joe Pedicini
Nathan Waltham
Jon Womersley
Barbara Radcliffe
Bob Pressey
Andrew Hill

Staff in attendance:

- Nicole Brown

- Narelle Mewburn

Apologies were received from:

- Russell Tait
- Carolyn Cameron
- Judith Roper-Lindsay
- Chris Gibbons

No proxies were received.

3. CONFIRMATION OF MINUTES OF PREVIOUS AGM HELD 30 OCTOBER 2015

Motion:	That the minutes of the 2015 annual general meeting be adopted as a true and accurate record of that meeting.		
Moved:	Claire Berecny	Seconded:	Alastair Buchan
In Favour:	All	Against:	Nil
			Carried

4. ANNUAL REPORT ON THE ACTIVITIES OF THE INSTITUTE FOR THE 2015/16 FINANCIAL YEAR

President Michael Chilcott presented the annual report for the 2015/16 financial year and noted that this is available on the Institute's website and had been circulated to all members via the Institute Insider, along with the 2016-2019 Corporate Plan. He encouraged all to read those documents, which summarise the key activities and achievements for the past year, and articulate the strategic priorities for the Institute for the next few years.

President Michael Chilcott noted the positive progress that had been achieved across the Institute, particularly a substantial improvement in financial management and outcomes. He noted the continued delivery of great services to members, as well as the implementation of new innovations and initiatives at all levels. He flagged key challenges requiring further focus for the next year, including membership retention, consistency of services and increasing representation.

Motion:	That the annual report for the 2015/16 financial year be accepted.		
Moved:	Scott Hanna	Seconded:	Kim McClymont
In Favour:	All	Against:	Nil
			Carried

5. PRESENTATION OF THE INSTITUTE'S FINANCIAL STATEMENTS FOR THE 2015/16 FINANCIAL YEAR

Treasurer Bryan Jenkins presented the Institute's finances for the 2015/16 financial year. He noted the substantial improvement in the consolidated financial result for the year, compared with the 2014/15 financial year. The Treasurer noted that while EIANZ as a whole achieved a surplus, this was not consistent across the Institute. However he noted that this is expected in any given year and that some organisational units will be in deficit and that this is generally due to local investment in member services.

The Treasurer identified that this year had seen the completion of several long-running financial projects, including the Single Banking Entity, transition of accounting to Xero and the introduction of the NZ payment gateway. He commented that these initiatives

have resulted in the Institute having improved management of its finances and allows consolidated financial reporting for the first time.

The Treasurer expressed thanks on behalf of the Institute to Central Office staff and all Division/NZ Chapter treasurers.

The Treasurer noted that the financial statements had been audited and a positive outcome achieved.

Going forward for the 2016/17 financial year, the Board, in consultation with the Advisory Council, has agreed to the allocation of an investment fund, to support new initiatives that are put forward with business plans that are aligned with the Corporate Plan.

Motion:	That the financial statements for the 2015/16 financial year be accepted.		
Moved:	Simon Molesworth	Seconded:	Helen Ross
In Favour:	All	Against:	Nil
			Carried

6. QUESTIONS AND ANSWERS

President Michael Chilcott called for questions from the floor. Highlights from the questions, discussion and comments were:

- Members were encouraged by the improvements in financial position from the previous year.
- The EIANZ should do more to increase participation of Indigenous peoples. Opportunities and ideas include using the new initiatives fund, scholarships, support for Indigenous representation at conferences and collaboration with the Australasian Journal of Environmental Management.
- The EIANZ should do more to engage with the wider industry and market, including increasing engagement with governments at all levels, private sector and universities. Opportunities discussed included focusing on post-graduate students and developing a list of key organisations and individuals for targeted engagement.

President Michael Chilcott thanked all those for their ideas and comments.

The President closed the meeting by thanking the Board, Advisory Council and all members, particularly those who volunteer their time and efforts to delivering for the profession.

MEETING CLOSED AT 9:00am.