

# EIANZ VICTORIA DIVISION

## 2018 ANNUAL GENERAL MEETING

DATE: Wednesday, 22 August 2018

VENUE: Beer Deluxe, Federation Square, Melbourne

The AGM was preceded by networking and entertainment provided by Music for a Warming World.

EIANZ VICTORIA DIVISION

2018 ANNUAL GENERAL MEETING

Commenced at 6:00 pm

MINUTES

### PRESENT:

#### 2017 – 2018 Committee Members

Martin Juniper	President
Lachlan Wilkinson	Vice President
Mark Nan Tie	Secretary
Dan Lim	Chair Students & Early Careers (SECC)
Jill Bunnell	Committee Member

#### APOLOGIES:

Simon Leverton	Treasurer
Steve Mason	Committee Member
Andrew Tytherleigh	Committee Member
Arvind Sharma	Committee Member
Karina Pierotti	Committee Member

#### Members

Tanya Burdett	Burnett Associates
Federico Busio	
Victor Cai	
Benjamin Casillas- Smith	Eco Logical Australia
Jason Edwards	City of Melton
Danielle Graham	Deakin University
Poly Hughes	RSM Australia Pty Ltd
Hugh Kirkman	Consultant
Kasey Robb	Biosis Pty Ltd
Elizabeth Stark	

Arlene Tagle  
Michael Uche Ukponu  
Ellen Worthington

Symbolix  
Ventis Pty Ltd

Aurecon

**APOLOGIES:**

Ian Thomas  
Russel Tait  
Marion Pennicuik  
Geoff Horton

TOTAL ATTENDEES

18

Item	
1.0	<b>Ratification of Minutes of 2017 Annual General Meeting</b>
	<p>Martin Juniper, 2017 – 2018 President, sought confirmation that the Minutes of the 2017 general committee be adopted as a true and accurate record of that meeting.</p> <p>Moved: Lachlan Wilkinson   Seconded: Daniel Lim</p>
2.0	<b>PRESIDENT Annual 2017 – 2018 Report</b>
2.1	<p>Martin Juniper, 2017 – 2018 President, expressed special thanks to the 2017 – 2018 Committee for its hard work.</p> <p>He expressed the outgoing committee's appreciation of the on-going support from:</p> <ul style="list-style-type: none"><li>• JBS&amp;G for providing committee meeting venues over the last year</li><li>• Other event sponsors: Aurecon, AECOM, Metro Tunnel, WSP</li><li>• Narelle Mewburn for coordinating a number of events</li><li>• Central Office for continued support of the Division</li></ul>
2.2	<p><b>EIANZ Victorian Division Highlights 2017/2018</b></p> <ul style="list-style-type: none"><li>• Delivering a range of professional development and networking opportunities, including the following:</li></ul>

	<ul style="list-style-type: none"> <li>• Presentation by the Victorian Commissioner for Environmental Sustainability Dr Gillian Sparkes (in conjunction with AGM)</li> <li>• Australasian Network for Ecology and Transportation conference in Creswick – 3 days with ~160 attendees</li> <li>• Sustainability tour of the MCG</li> <li>• Enviro Trivia Night</li> <li>• Advancing Sustainability in Infrastructure seminar with ISCA and Metro Tunnel</li> <li>• Heritage seminar</li> <li>• Enviro Drinks (jointly delivered with ALGA and ACLCA)</li> <li>• End of year networking drinks</li> <li>• Continuing a 3rd year of a mentoring program with a training breakfast, mid-year review breakfast and other networking activities.</li> <li>• Providing ongoing support for student and early career practitioners through: <ul style="list-style-type: none"> <li>• Program launch event</li> <li>• Environmental Careers Workshop</li> <li>• Careers Panel Event</li> <li>• Collaborative networking drinks with the Victorian Planning and Environmental Law Association (VPELA), the Planning Institute of Australia (PIA), the Institute of Public Works Engineering Australasia (IPWEA) and the Australian Institute of Landscape Architects (AILA)</li> <li>• Wine and Cheese event</li> <li>• Setting up EIANZ information stalls at RMIT employment fair</li> <li>• Launching a University Environmental Group Event Fund where environmental groups can apply for funding for different events</li> <li>• Participation in a face-to-face workshop with the National Students an Early Careers Committee to develop consistency in delivery of mentoring programs and SEC-focused events across EIANZ</li> <li>• Communicating local EIANZ and other environmentally related professional development and networking activities, environmental policy and regulatory submissions and other industry news to members in a monthly email bulletin 'Enviro-List Victoria'.</li> </ul> </li> </ul>
2.3	<p><b>Victorian Membership 2017/2018</b></p> <ul style="list-style-type: none"> <li>• 274 Victorian members (up by 4 from previous year) total 1870 at 30 June 2018</li> <li>• 187 Full members, 1 Life members, 14 Fellows, 29 Associate, 43 Student</li> <li>• Includes 79 new applications in 2017/18, up from 70 and 63 the preceding two years.</li> </ul>

2.4	<p><b>Ratification of Presidents' Annual 2017 – 2018 Report</b></p> <p>That the EIANZ Victorian Division's President's Annual Report be accepted as an accurate record of divisional activities during 2016 – 2017.</p> <p>Moved: <a href="#">Daniel Lim</a>    Seconded: <a href="#">Jill Bunnell</a></p>
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3.0	<b>TREASURER Annual 2017 – 2018 Report</b>																																																							
3.1	<p><a href="#">Martin Juniper</a> (2017 – 2018 President) presented the Treasurer's Report on behalf of Treasurer <a href="#">Simon Leverton</a>.</p> <table border="1"> <thead> <tr> <th><b>Profit &amp; Loss</b></th><th></th><th></th></tr> <tr> <th><b>EIANZ - VIC</b></th><th></th><th></th></tr> <tr> <th><b>For the 12 months ended 30 June 2018</b></th><th></th><th></th></tr> <tr> <th></th><th><b>Jun-18</b></th><th><b>Jun-17</b></th></tr> </thead> <tbody> <tr> <td><b>Income</b></td><td></td><td></td></tr> <tr> <td><b>Event Income</b></td><td>\$44,063.72</td><td>\$5,445.87</td></tr> <tr> <td><b>Interest Income</b></td><td>\$153.98</td><td>\$168.20</td></tr> <tr> <td><b>Membership Share Income</b></td><td>\$3,848.00</td><td>\$3,599.00</td></tr> <tr> <td><b>New Initiatives Fund Income</b></td><td>\$4,230.00</td><td>\$0.00</td></tr> <tr> <td><b>Sponsorship</b></td><td>\$93,090.91</td><td>\$0.00</td></tr> <tr> <td><b>Total Income</b></td><td><b>\$145,386.61</b></td><td><b>\$9,213.07</b></td></tr> <tr> <td><b>Gross Profit</b></td><td><b>\$145,386.61</b></td><td><b>\$9,213.07</b></td></tr> <tr> <td><b>Less Operating Expenses</b></td><td></td><td></td></tr> <tr> <td><b>Bank Account Fees</b></td><td>\$0.00</td><td>-\$40.00</td></tr> <tr> <td><b>Chapter / Division Committee Costs</b></td><td>\$0.00</td><td>\$26.65</td></tr> <tr> <td><b>Marketing &amp; Promotion</b></td><td>\$363.63</td><td>\$0.00</td></tr> <tr> <td><b>Meeting &amp; Event Costs</b></td><td>\$85,047.40</td><td>\$5,647.07</td></tr> <tr> <td><b>Postage &amp; Freight</b></td><td>\$0.00</td><td>\$50.91</td></tr> </tbody> </table>		<b>Profit &amp; Loss</b>			<b>EIANZ - VIC</b>			<b>For the 12 months ended 30 June 2018</b>				<b>Jun-18</b>	<b>Jun-17</b>	<b>Income</b>			<b>Event Income</b>	\$44,063.72	\$5,445.87	<b>Interest Income</b>	\$153.98	\$168.20	<b>Membership Share Income</b>	\$3,848.00	\$3,599.00	<b>New Initiatives Fund Income</b>	\$4,230.00	\$0.00	<b>Sponsorship</b>	\$93,090.91	\$0.00	<b>Total Income</b>	<b>\$145,386.61</b>	<b>\$9,213.07</b>	<b>Gross Profit</b>	<b>\$145,386.61</b>	<b>\$9,213.07</b>	<b>Less Operating Expenses</b>			<b>Bank Account Fees</b>	\$0.00	-\$40.00	<b>Chapter / Division Committee Costs</b>	\$0.00	\$26.65	<b>Marketing &amp; Promotion</b>	\$363.63	\$0.00	<b>Meeting &amp; Event Costs</b>	\$85,047.40	\$5,647.07	<b>Postage &amp; Freight</b>	\$0.00	\$50.91
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<b>Sponsorship &amp; Donations</b>	\$0.00	\$500.00
<b>Telecommunications &amp; IT Services</b>	\$650.00	\$0.00
<b>Total Operating Expenses</b>	<b>\$86,061.03</b>	<b>\$6,184.63</b>
<b>Net Profit</b>	<b>\$59,325.58</b>	<b>\$3,028.44</b>

<b>Balance Sheet</b>		
<b>EIANZ - VIC</b>		
<b>As at 30 June 2018</b>		
	<b>30 Jun 2018</b>	<b>30 Jun 2017</b>
<b>Assets</b>		
<b>Bank</b>		
<b>Business Advance</b>	\$64,101.32	\$9,065.02
<b>Business Online Saver</b>	\$57,363.83	\$25,210.84
<b>Petty Cash</b>	\$30.90	\$30.90
<b>Total Bank</b>	<b>\$121,496.05</b>	<b>\$34,306.76</b>
<b>Current Assets</b>		
<b>Accounts Receivable</b>	\$14,772.77	\$1,078.00
<b>Total Current Assets</b>	<b>\$14,772.77</b>	<b>\$1,078.00</b>
<b>Total Assets</b>	<b>\$136,268.82</b>	<b>\$35,384.76</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Amounts owing to / (from) EIANZ - Central Office</b>	-\$890.00	\$0.00
<b>GST</b>	\$3,486.84	\$81.22
<b>Pre-paid income</b>	\$42,042.86	\$3,000.00
<b>Total Current Liabilities</b>	<b>\$44,639.70</b>	<b>\$3,081.22</b>
<b>Total Liabilities</b>	<b>\$44,639.70</b>	<b>\$3,081.22</b>

	<b>Net Assets</b>	<b>\$91,629.12</b>	<b>\$32,303.54</b>
	<b>Equity</b>		
	<b>Current Year Earnings</b>	\$59,325.58	\$3,028.44
	<b>Retained Earnings</b>	\$32,303.54	\$29,275.10
	<b>Total Equity</b>	<b>\$91,629.12</b>	<b>\$32,303.54</b>
3.2	<b>Ratification of Treasurers' Annual 2017 – 2018 Report</b>  That the EIANZ Victorian Division's Treasurer's Annual Report be accepted as an accurate record of divisional finances for 2017 – 2018.  Moved: <a href="#">Lachlan Wilkinson</a>		

4.0

Election of Officers to EIANZ Victoria Division 2017 – 2018 Committee

Mark Nan Tie, 2017 – 2018 Secretary, oversaw the ballot for nominations for the EIANZ Victoria Division 2018 – 2019 Committee and advised that all positions had been uncontested and that the following persons had accordingly been elected to the nominated positions unopposed. Office holder positions will be confirmed at the next committee meeting of EIANZ VIC Division.

President	Martin Juniper
Vice President	Nicole Brown
Treasurer	Simon Leverton
Students & Early Careers	Daniel Lim
Chair	Mark Nan Tie
Secretary	
General Committee	Lachlan Wilkinson
	Jill Bunnell
	Ellen Worthington
	Benjamin Casillas-Smith
	Paul Sheehan

5.0	<b>General Business</b>		
5.1	<a href="#">Lachlan Wilkinson, committee member</a> , drew attention to the upcoming annual <b>Trivia Night</b> on 11 October 2018. He also advised that <b>IAIA</b> Registrations of Interest are open, Call for papers to 19 October 2018.		

5.2	Daniel Lim, committee member, reminded members re the upcoming <b>Careers event</b> on 11 September 2018. Environmental professionals are encouraged to attend. Daniel also mentioned that more mentors are required for the mentoring program.
5.3	Elizabeth Stark advised that registrations are open for the EIANZ National Conference.

Meeting Close

6:30 pm