

MINUTES OF AIAM ANNUAL GENERAL MEETING

Mercure Melbourne, Caroline Springs, Victoria

19th October 2017 4.15pm

Committee present: Mykel Smith, Elke Tapley, Sharleen Jordan, Nell Thompson, Stuart Harris, Stephen Cook, Sharon McTaggart, Kurt Livens, John Hansen.

Members present: Rick Walduck, Scott Kiss, Darryl Simpson, Charmaine Stehbens, Virginia Jackson, Brooke Rankmore, Sean Sloane, Melanie Dansie, Nicole Davenport, Andrew Lamb.

The meeting was opened by the President, Mykel Smith, at 4.20pm.

1. Apologies:
Peter Hall

2. Proxies received:
None

3. Minutes of the last meeting:
It was resolved that the Minutes of the last Annual General Meeting held at Crowne Plaza, Adelaide on 20 October 2016, be confirmed.

Moved Elke Tapley and Carried Kurt Livens

4. Business arising from the previous Minutes:
Nil

5. Committee reports:
5.1 President's Report:

Mykel Smith reported that the last year, being his second full term in the role, had been a successful one. The committee has gone above and beyond expectations to develop the Institute and its activities. Special mention of the support gained from sponsors, members and exhibitors that ensures the Institute's financial security. The last 12 months have focused on implementing the Strategic Plan with a continuing increase in the membership base thanks to the efforts of Membership Officer, Stuart Harris. Communications from AIAM are managed by the Media Officer, Steve Cook, and are now all digital with an ever-increasing readership via our enews and social media.

Mykel advised he will not be renominating for the role or Committee for the next year but hopes to return soon. Mykel thanks the Committee for their support over the past year.

Moved Steve Cook, Carried Stuart Harris.

5.2 Vice President's Report:

Elke Tapley thanked the Committee for their work and support over the past year and in particular Steve Cook and Stuart Harris.

Moved Steve Cook, Carried Kurt Livens.

5.3 Treasurers Report including Financial Statements of the Association:

Sharleen Jordan formally submitted the financial report with the profit and loss statement showing a net loss of \$5,486.00. This result has been skewed by the payment of deposits for the 2017 Workshops. There is currently \$29,000 in the bank with most of the Workshop accounts up to date. Elke Tapley commented this will mean we can continue to keep the Workshop fees low and they have not increased in three years.

Moved Kurt Livens, Carried Elke Tapley.

5.4 Membership Report:

Stuart Harris reports that the new website utilises a membership database which makes invoicing, communications and event registrations possible. There are 335 AIAM members, of which 114 are registered for the 2017 AIAM Workshops. 284 of the members are active and 206 are from our corporate/Council memberships with the remainder being individual members. 13 of the corporate members are sponsors as well. Every current member has been issued with a membership card.

Moved Elke Tapley, Carried Sharleen Jordan.

5.4 Media/Marketing Report:

Steve Cook has submitted a written report (see attached) and advises that our Facebook followers has risen from 484 to 688 over the past year. The enews open rate has risen from 35% to 50% over the same period which is above average for similar publications.

Moved Stuart Harris, Carried Sharleen Jordan.

6. Election of AIAM Committee:

The President announced that he would not be re-nominating for the role of Committee for the coming year and asked John Hansen to chair this section of the meeting.

John Hansen announced that all positions were open and advised that the following nominations had been received.

Executive Members:

- President Elke Tapley
- Vice President Stuart Harris, Kurt Livens, Steve Cook
- Treasurer Kurt Livens, Sharleen Jordan
- Secretary Nell Thompson

Ordinary Members

Melanie Dansie
Nishu Ellawala
Sharon McTaggart
Steve Cook
Kurt Livens

Elke Tapley accepted the President role.

Steve Cook and Kurt Livens withdrew their nominations for Vice President and Stuart Harris accepted the role.

Kurt Livens withdrew his nomination for Treasurer and Sharleen Jordan accepted the role.

Nell Thompson accepted the Secretary role.

All Ordinary Members were voted in to the AIAM Committee by a unanimous vote with Kurt Livens accepting the Membership Officer role and Steve Cook accepting the Media role.

Mykel Smith handed the remainder of the meeting, and the Institute credit card, over to the new President.

7. [AIAM Strategic Plan 2017-2020 update:](#)

Mykel Smith presented an update of Strategic Plan progress to the delegates earlier in the day highlighting activities around submissions to Discussion Papers, communications, membership recruitment and event delivery.

8. [Other business:](#)

Mykel Smith advised that AIAM past President, Geoff Irwin, had been selected as a Commonwealth Games baton bearer.

John Hansen thanked the Committee for the support over the past year and hopes to rejoin the Committee in the future.

Sean Sloane raised the topic of AIAM's role in facilitating quarterly meetings between the States and relevant bodies with the aim of achieving consistency in legislation across the country. Rick Walduck commented that this was previously the role of ANZCAWG and perhaps their Terms of Reference might be utilised for this project. Andrew Lamb supported the initiative and Elke Tapley said she will investigate.

Nicole Davenport congratulated the Committee on an enjoyable event that featured an excellent program. Sean Sloane seconded her congratulations.



Kurt Livens advised he has commenced preliminary investigations into the Hunter Valley region hosting the 2018 AIAM Workshops. Second option is Tasmania but with no Committee members located in Tasmania it was decided to accept the Hunter Valley as the next location.

9. Close meeting

The President thanked everyone for their attendance and declared the meeting closed at 5.10pm.