



## **Australian Institute of International Affairs Victoria**

### **Minutes of Annual General Meeting – Thursday 13 November, 2013**

The President, Mr Leslie Rowe, declared the 2013 AGM open at 5.15pm and welcomed all members. A quorum was confirmed.

The following apologies and proxies were noted:

<b>Apologies:</b>	Mr C H (Roger) Brooks	Mr John Cohen OAM JP
	Br Barry Coldrey	Ms Helen Freeman
	Mr Richard Houlihan	Mrs Gillian Johnson
	Mr Warren Johnson AM	Dr Michael McCluskey
	Mr John Richardson	Ms Joy Selby Smith
	The Hon Jim Short	Ms Jan Rothwell Short

**Proxies:** Mr C H (Roger) Brookes (Chairman)

#### **1. To Approve the Minutes of the Annual General Meeting held on 22 November 2012**

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The AGM Minutes of Meeting 2012 were received.

No comments were submitted.

**Motion: that the AGM Minutes of Meeting for 2012 be adopted.**

**MOVED: Michael Helman / Robyn Byrne OAM**

**CARRIED**

#### **2. Business arising from the Minutes**

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None.

#### **3. To receive and consider the Annual Report of the Council.**

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The 2012/13 Annual Report was received. The President made some additional comments on the report.

The program had been very strong over the year with many interesting topics and speakers. Highlights included a short series with a focus on China today with presentations by Professor Baogang He, Rowan Callick and Professor Shi He-ling. Dr David Dorward provided insight into China's Africa Strategy. The Hon Dr Craig Emerson MP highlighted the opportunities in the then government's Asia White Paper. There was a series on defence policy and a return to economic issues at the start of the 2014 program with Professor Neville Norman on the Global Economic Crisis..so far.

The Study Tour travelled to Myanmar, at a very important time in that country's development. The report night was most illuminating. Thanks were extended to leader Chris Lamb for organising the Study Tour.

The International Careers Conference was very successful and thanks were extended to Dr Deborah Seifert as chair of the committee, and to Victoria University for sponsoring the venue.

The Sir Zelman Cowen Oration was delivered by Professor Geoffrey Blainey AC who considered 'The State of the World: is the Good Cheer Barometer Rising or Falling?' A most enjoyable evening was had by attendees and committee chair Jim Short was commended on organising another excellent event.

Some maintenance had been undertaken in the Madigan Room and for the tenancy area, in preparation for our new tenants, who run a private counselling consultancy. Reasonable rent has been secured.

Volunteers are critical to help achieve such a great program and thanks were extended to them for the great job that they do. Anyone who has free time was welcomed to come along and help Executive Officer Peta McDermott.

Philanthropy forms an important element in the Institute's existence. Former Vice President Dr Tim Healey, who had sadly passed away, started the development of an Endowment Fund for our future prosperity. Generous donations had also been most gratefully received, in particular from member Roger Brookes through the Sir Wilfred Brookes Charitable Foundation for \$10,000; The Walter Mangold Trust Fund for support of our young members; Friends of the AIIA for those who donate over \$500; Zara Kimpton OAM as a Friend and as a sponsor for the participation of a young member on the Study Tour, and Euan Crone with his remarkably generous scholarship fund of \$250,000, for young members to study and travel in Asia.

With the departure of a few Council members, new members were actively sought and those present with an interest were welcomed to speak with Council representatives.

The President was retiring at this meeting and thanks were extended to the Executive team of Laurence Wade, Dr Tim Healey, Gary Neat, Gordon Tippett and Jim Short who had been towers of strength. Thanks were extended to departing Council members Robyn Byrne, Toni Feddersen, Pat Petitt and Julian Reeves, and to all the remaining Council members. And lastly, great appreciation was given to Peta McDermott who has done a remarkable job in difficult circumstances.

**Motion: that the Annual Report be adopted.**

**MOVED: Bill Fenner / Dr Deborah Seifert**

**CARRIED**

**4. To receive and consider the Annual Balance Sheet, the accounts of the Treasurer and the Auditors report for the financial year ended 30 June 2013.**

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The Treasurer was pleased to see that financial reserves have been maintained with 12 months of income held in reserve, which was a good position to be in. Profitability had been maintained over the past two years, at 7.4% of income in 2013 and 7.3% of income in 2012. However he noted that for a small not for profit organisation, success and failure are finely balanced.

The Treasurer was retiring at the meeting and thanked the Council, Les Rowe, the Hon Michael MacKellar AM, the Executive and Peta McDermott. He wished good luck to the Institute and to the incoming Treasurer.

Comments on the accounts included noting for the coming year the separation of the capitation fees from the fees for the Australian Journal of International Affairs. Questions were raised on the affordability of the new Executive Director Development (EDD) and on membership levels. The Treasurer advised that with cash reserves of \$240,000, the Council considered the initial cost was affordable. Part of the role of the EDD was to increase member numbers. Les noted that membership bodies were all experiencing difficulties with member levels, in particular as more information is more readily available. The Council was extremely aware of the need to expand and attract a younger demographic. Zara Kimpton noted that there was greater income and reach back in 2006. Andrew Farran congratulated Council on the program and suggested that more high profile events could be staged in the city.

**Motion: That the Annual Balance Sheet and Profit & Loss statements be adopted.**

**MOVED: Daniel Steedman / Dr Michael Henry**

**CARRIED**

**5. To confirm auditors for 2014**

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The Treasurer advised that under ASIC regulations, the Institute is not required to undertake an audit review however the Council decided to continue with this process. The cost is currently \$4000.

**Motion: that the existing auditors Noel May and Associates be confirmed for the 2013/2014 review audit. Fees to be subject to negotiation by the Executive.**

**MOVED: Dr Deborah Seifert / Dennis O'Neill**

**CARRIED**

**6. To elect Ordinary Members of the Council for the 2013-2014 year**

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The President read out the following list of nominations:

**Council Members**

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|----------------------------|--------------------------|
| 1. Mr John Allen           | 7. Mr Peter McMullin     |
| 2. Ms Zoe Dauth            | 8. Mr Patrick Moore      |
| 3. The Hon David Harper AM | 9. Mr Dennis O'Neill     |
| 4. Dr Michael Henry        | 10. Ms Catherine Pickett |
| 5. Mr Breck Hilton         | 11. Ms Lisa Pititto      |
| 6. Dr Mike McCluskey       | 12. Mr Daniel Steedman   |

**Motion: to accept the above nominations for Council membership.**

**MOVED: Adj Prof Ian Howie / Sean Jesudason**

**CARRIED**

**7. To elect the Officers of the Council for the 2013-2014 year**

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**Office Holders**

President:	Mr Laurence Wade	<b>Moved: Les Rowe / Gary Neat</b>
Vice President:	Mr Gary Neat	<b>Moved: Les Rowe / Laurence Wade</b>
Treasurer:	Mr Peter McMullin	<b>Moved: Les Rowe / Laurence Wade</b>

**Motion: to accept the above nominations for the Officeholders**

**CARRIED**

**8. To deal with any other matter which is brought before the meeting by any member present and which the meeting by a four-fifths majority decides to deal with.**

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In response to questions and concerns about the expense of the EDD from the members, the new president Laurence Wade noted that membership had been static and a dedicated paid position to build and develop the Institute's reach and increase member numbers was seen as an important action for pursuing in the medium term. Growing the Institute was important and more staff would be needed to achieve our goals.

In response to a question on the culling of books from the library, Robyn Byrne advised that a policy has been devised for accepting books, with the Institute reserving the right to select suitable acquisitions. We were most grateful to receive some modern books from the estate of Dr Tim Healy. Of the culled books, the list of potential withdrawals had been reviewed

by Professor John Legge AO, with some books retained. Books that had been signed or were rare had been kept. She noted that the culled books were still on the premises.

The President thanked everyone who had contributed over the year. Special thanks were extended to the Council members, the volunteers, to Sean Jesudason and the Young Professionals Forum, to Peta McDermott, the Executive and a special recognition of Dr Tim Healey. An early meeting for the new Council had been scheduled for next week to map the way forward with the new team.

The President declared the Annual General Meeting for 2013 closed at 6.25pm.