

**Minutes of the 2023, 43rd Annual General Meeting held on 19 June 2024
at 12:00 via Microsoft Teams**

1. Attendees

The Chair opened the meeting at 12:05, welcoming members and proceeding with an Acknowledgement of Country.

The Chair advised that the AGM was being recorded on Teams and that the chat function would be used for questions and comments.

List of Attendees included:

Arran Corbett (President & Chair)	Waldemar Varela (Treasurer)	Edna Coetzee (Secretary)
Anthony Skinner	Tom Candy	Gregory Yeo
Andrew Weatherburn	James Mancey	Karen Bootland
Kelvin Baldock	Tara R Matthews	Carolyn Ellis-Mallard

With more than 5 members in attendance, the Chair confirmed that a quorum was present.

The Chair informed the meeting that 11 proxies were received appointing Karen Bootland.

2. Apologies

The Chair read the apologies of members unable to attend the AGM:

- Vice President Paul Sheahan
- Committee member Mic Clayton
- Committee member Harrison Schofield

3. Minutes of the 2022, 42nd Annual General Meeting held on 25 May 2023

The minutes of the 2022 AGM held on 25 May 2023 had been placed on the website and circulated to members prior to the meeting.

It was moved:

The members resolve the minutes as set out in the document titled Minutes of the 2022, 42nd Annual General Meeting held 25 May 2023 of Australian Hydrographers Association as a true and accurate record of the 2022 Annual General Meeting.

Mover: Chair

Seconder: Treasurer

CARRIED

4. Committee Reports – President's Report

The Chair presented the President's Report, as follows:

I am thrilled to see so many of you here today. It clearly demonstrates your commitment to our association and the mission that we carry. Firstly, I'd like to acknowledge a number of people that have been instrumental in making sure that we continue on the path that we have been on, and the achievements that we have attained in the last year. The first of these is Edna, thank you for your exceptional work as our secretary. Your dedication has brought a new standard of reporting, organisation and governance to our association. AES, we deeply appreciate your continued back office support, which has been invaluable. To our volunteer Executive Committee, your dedication to building a better member focused organisation is truly commendable. And to our Committee and subcommittees, thank you for setting the strategic agenda and actioning the strategies. Your efforts do not go unnoticed. Next, I would like to move on to James Mancey. Your service to the AHA over the years, especially through challenges. Although you have decided to step down this year, your legacy to others will inspire them to step up and take on the challenge in your place. Thank you, James. Tara, your repeated willingness to volunteer particularly in our new water quality Community of Practice has been greatly appreciated. You continually rolled up your sleeves and gotten on with the task at hand. Thank you for your leadership and hard work.

I would like to provide updates on the initiatives that we have undertaken in the last 12 months. First of these is our website member portal development. I am excited to provide an update on the ongoing development work as we are currently building a new website member portal CPH and Training Management Platform with partners Melbourne based DDSN. The project subcommittee has reviewed the current wireframe which captures the needs of our growing association well. We anticipate moving to user testing in the next few months and eagerly await the rollout by the end of 2024. This new platform promises a much improved member experience. Next point to note is the water quality Community of Practice. Work continues on this important initiative. Tara along with dr. Ryan Turner, Michael Whiting and Mel Robinson are establishing the terms of reference identifying the key goals and activities and engaging with relevant stakeholders. We are ready to support this team and keenly watch their progress. Next is the upcoming Launceston AHA Conference for 2025. Our Conference committee is making great strides in ensuring that our upcoming event in Launceston will be truly spectacular with dates and venues locked in. Now building out the

agenda, which will include practical demonstrations, insightful presentations, a trade exhibition, and entertaining social events. All of this will be set against the beautiful backdrop of Northern Tasmania. I'm personally looking forward to this event, I think it is going to be a very good one. Next, I will talk about our training and professional development. Promoting excellent credit and empowering training for our members and the broader water community is a core activity for the AHA. Under John Skinner's leadership, our training division has grown from strength to strength. We continue to see record enrolments in our diploma course and the provision of tailor training packages for specialised disciplines. This ensures that the AHA is seen as the peak body of water monitoring in Australia and that our members are employees of choice by the industry. The last point I will touch on is our Darwin technical workshop. Based on feedback from our last Conference in Penrith, there was a strong desire for more face to face content and regional events. In response a subcommittee has organised a week of training, great exhibitions, interest group workshops, social events, and a field day at the Berry Springs National Park in Darwin. I did a recce this last week and I can confirm that it is a very beautiful site indeed and I look forward to attending there with you guys. I encourage all of you to sign up and engage in this workshop. Your support is critical to our success and the success of our future regional events. So, in conclusion, my call to you, our members, is this, sign up, engage, participate in these initiatives. Your involvement is vital to our collective success. As a Committee, and as an association, we strive to provide real value to you, our members. We ask that you commit with us. Thank you for your time and dedication. Let us continue to work together to build a stronger and more vibrant Australian Hydrographers Association. In closing, I will just say thank you for everyone attending today's AGM. And I look forward to another year of progress, income and collaboration. Thank you.

5. Treasurer's Report and Financial Statements for the 2022 year

The Treasurer presented the 2023 Financial Statements and stated that because of the Conference years, AHA reached the threshold for an audit to be required. AHA received an unqualified audit report. As you can see, we had a great year from a revenue perspective, and that is usually expected when we held the Conference, most of our revenue is generated through the Conference. But there has also been quite a bit of revenue through the training courses and the external work that John and his team are doing. There has been dedicated training to some of the larger organisations, which has been very successful. As you can see, in a very healthy position from a profit and loss for the year, and from a financial base, our balance sheet is looking incredibly healthy as well. We continue to have very good funds in the bank and very small liabilities.

That is what is permitting AHA to do things like the Darwin show in the mid years, to provide more for the membership. And our key goal is to be much more member focused and to do a lot more lobbying the government to make us well known or better known, within the industry and government. The statement of changes in equity is very positive at the moment.

It was moved:

That the Treasurer's Report and Financial Statements for 2023 are accepted.

Moved: Treasurer

Seconded: Andrew Weatherburn

CARRIED

6. Elect Office-Bearers of the Association and Ordinary Committee Members

Office Bearers

The terms of the President and Treasurer expired at this Annual General Meeting and the Secretary has not been elected but appointed by the Committee.

For each of the three office bearer positions only one nomination each were received and in terms of the Constitution the persons nominated are declared to be elected for a two-year term, as follows:

- President – Arran Corbett
- Treasurer – Waldemar Varela
- Secretary – Edna Coetzee

Three Ordinary Committee members

For the three ordinary committee member positions, the number of nominations received exceeded the number of vacancies to be filled and therefore a ballot was held.

The four nominees in alphabetical order were:

1. Tom Candy
2. Colin Giddens
3. Tara R Matthews
4. Gregory Yeo

7. Announcement of Election Results

The Chair announced and congratulated the following ordinary committee members to the Committee for a two-year term, in alphabetical order:

1. Tom Candy
2. Colin Giddens
3. Tara R Matthews

The Chair declared that this election satisfied the Committee composition and membership as per the Constitution.

8. Next Meeting and Meeting Close

The date of the 2024, 44th Annual General Meeting is scheduled for Wednesday, 27 November 2024.

The Chair thanked members for attending and formally closed the 2023 AHA Annual General Meeting at 12:26.

These minutes were approved at the Annual General Meeting held on XXX.

Minutes signed by Chair

Date

DRAFT