**AGM Minutes**

Urban Hotel, Brisbane Friday 3 July 2015

1. **Welcome**

The President Nathan Turville welcomed everyone to the AGM.

1. **Attendance** – as attached
2. **Apologies** - none noted
3. **Minutes of previous meeting -** confirmed by Glenn Brown (Deakin University) and seconded by Carol Baldwin (Griffith University)
4. **Reports**
* **Treasurer’s Report.** Helen Eyre reported there would be approximately $6000 left in the bank account after the 2015 conference. Funds are used for the Auditor and Website costs. Future conferences will have to be in a format which is set to budget.
* **Vic Chapter.** Glenn Brown reported the chapter had 3 meetings in the last 12 months.
* **No Chapter Reports** from NSW, QLD, SA, NT, ACT, TAS or WA
1. **Election of Office Bearers**

The current Office Bearers all resigned their positions and Frana McKinstry (James Cook University) took the chair. It was agreed that nominations could come from the floor and self- nominations would also be accepted.

**Ricky Tunny** (QUT) was nominated for **PRESIDENT** by Katie Theobald (QUT) and seconded by Stephanie Holden (QUT). Ricky Tunny accepted the nomination.

**Nathan Turville** was nominated for **PRESIDENT** by Patricia Quayle (James Cook University) and seconded by Kate Candlish (Uni Melbourne). Nathan Turville accepted the nomination.

Both parties were asked to leave the room so members could vote.

Ricky Tunny was voted in as President.

It was decided to allocate a Vice President and Nathan Turville accepted.

**Helen Eyre** (La Trobe University) was nominated for the position of **TREASURER** by Patricia Quayle (James Cook University) and was seconded by Carol Baldwin (Griffith University). Helen Eyre accepted the nomination.

**Ashleigh Leeson** (Griffith University) was nominated by Nathan Turville (QUT) for the position of **SECRETARY** and seconded by Mayur Katariya (MonashUniversity). Ashleigh Leeson accepted the nomination.

**Laura Zubair** (USQ) was nominated by Suzanne Smith (USQ) for the position of **Website Administrator** and seconded by Kirsty Mitchell (USQ). Laura Zubair accepted the nomination.

**Katie Theobald** (QUT) was nominated by Ricky Tunny (QUT) for the position of **Website Administrator** and seconded by Debbie Lynch (Griffith University). Katie Theobald accepted the nomination.

It was decided that both members would work together as Website Administrators.

**Chapters:** NSW/ACT

 QLD **Ricky Tunny** (QUT)

 VIC **Glenn Brown** (Deakin University) SA

 NT

 TAS
 WA

1. **Other Business**
* **State Chapters – do they need to exist?** It was decided that State Chapters were important and there was discussion about the possibility of electing Discipline Champions within the States
* **Responsibilities of the President / Executive –** Executive will work on position descriptions
* Patricia Quayle suggested a newsletter could possibly be produced and sent to members every 6 months
* **Conference 2016 –** the following universities are going to seek approval to host next year’s conference: Auckland University, Deacon University, Melbourne University, Monash University and University of South Australia

 **Meeting closed.**