



Illuminating Engineering Society of Australia and New Zealand Limited  
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# **MINUTES OF ANNUAL GENERAL MEETING**

**OF**

# **ILLUMINATING ENGINEERING SOCIETY OF AUSTRALIA AND NEW ZEALAND LIMITED**

**6:30pm Thursday, 22 November 2018**

**JHA Consulting Engineers - 23/101 Miller St, North Sydney NSW 2060.**

## **ATTENDEES/APOLOGIES**

### **Present – IESANZ Ltd members:**

Trent Dutton (President), Neil Catterall (Director), Vessi Ivanova (Director), James Lescohier (Director), Scott Forbes (Director) Greg Williams (Director), Doug Brimblecombe (Director), Michael Toth, Bettina Easton, James Vlassis, Warren Julian, Tim Shotbolt, Ryan Shamier, Matt Flood, Ben Brady, Martin Bevz, Adam Wildman, Jeff Wysman, Peter Portelli, Romain Machfer, Genevieve Wild

### **Present – IESANZ Ltd non-members:**

Kirsty Kelly (CEO), Rachel Greenwood (Secretariat), Kaifeng Li, Marnie Ogg, Obaid Popal, Elena Barboutis, Anagha Ajaykumar, Chloe Stevens, Constantin Stanciu, Matthew Ramsey

### **Apologies:**

James Wallace, Jennifer Long, Derrick Kendrick, David Lewis, Graeme Foweraker, Andrew Ferreira, Michael Trounson, Steve Brown, Jane Gilchrist, Paul Roos

### **Proxies:**

James Wallace to the Chair  
Jennifer Long to the Chair  
Derrick Kendrick to the Chair  
David Lewis to Steve Brown  
Graeme Foweraker to the Chair  
Andrew Ferreira to the Chair  
Michael Trounson to the Chair  
Steve Brown to the Chair  
Jane Gilchrist to Scott Forbes  
Paul Roos to the Chair

## **1. OPENING AND WELCOME**

James Vlassis (NSW Chapter President) welcomed attendees and introduced President, Trent Dutton who opened the meeting.

## **2. MINUTES OF 2017 ANNUAL GENERAL MEETING**

Minutes of the 2017 Annual General Meeting held on 28th November 2017 at the Community Space – L12, 507 Bourke Street Melbourne VIC were approved.

Moved: James Lescohier

Seconded: Greg Williams

## **3. PRESIDENT'S ADDRESS**

The President reported a busy year with representatives leaving and joining the board along with significant progression within many portfolios. It was reiterated that the roles within the Society can be time-heavy, however, it was noted that, as a Society, we must engage and interact with our members in a professional space.

The President highlighted the main activities of the Society for 2017-18.

- Renewing of the IESANZ website - with a focus on a CRM system that allows the Society to capture non IESANZ members
- IESANZ Conference 2019 – with the intention to continue it in future years, as the last conference was 10 years ago
- A large push and improvements were made with communications
  - Published 116 Bulletins
- Launched the first webinar in Brisbane, which allowed participants to watch remotely either in real time, or at a later time

The President also introduced the new Co-Opted Directors joining the Board at the conclusion of the AGM, including Michael Toth (NSW, Advocacy & Standards Portfolio) and Mick Reidy (SA, Communications Portfolio). President noted existing board members: Vessi Ivanova as NSW representative, James Lescohier for VIC, Greg Williams for NZ, Neil Catterall for WA, Scott Forbes chair of the Technical Committee, Doug Brimblecombe chair of Awards Committee and Kirsty Kelly CEO joined the Society in June 2018.

## **4. DIRECTORS' REPORT, FINANCIAL REPORTS AND AUDITOR'S REPORT**

The Treasurer discussed the Society's 5-year plan to get strategies off the ground and to ensure its best possible position for the future. The Board recognised the importance of the CEO role and when it was necessary to recruit the new CEO Kirsty Kelly, it was important for the potential candidates to be interviewed by the recruitment team. Whilst this would be an expense to the Society in travelling to meet the candidates, it was extremely necessary to ensure that the most appropriate candidate was secured, to put the Society in the best position moving forward.

The IESANZ Conference 2019 is a project that is progressing well, with a professional conference organiser engaged and the current investment is planned to deliver a healthy surplus in the 2019/20 financial year.

The Treasurer captured the highlights of the new website and CRM system which enables the Society to engage and record received enquiries, education courses can be logged and registrations can be accessed again for direct communications of upcoming courses all through the system.

The Audited financial report for the 2017/18 financial year was approved.

Moved: Neil Catterall                      Seconded: James Lescohier

## **5. SPECIAL RESOLUTION**

*To consider, and if thought fit, pass the special resolution to amend Constitution as outlined in the document "Proposal to Change Constitution 2018"*

The Chairperson at the AGM Meeting in the first instance informed the meeting of the proxy votes that had been received and how the proxy votes were to be cast. Following notification of the proxy votes, the Chairperson called for a show of hands of Voting Members and the vote was carried by the requisite 75% majority to approve the amendment as set out in the Special Resolution.

Moved: Greg Williams                      Seconded: Neil Catterall

## **6. QUESTIONS FROM THE FLOOR**

Tim Shotbolt queried the National Construction Code partnerships with ABCB (Australian Building Codes Board) and NCC (National Construction Code). The President explained that not all results have been received and not all aspects have been addressed. The President was reassured it will produce good quality lighting outcomes.

The President discussed the community of lighting around the world and provided an update with regard to North American IES. IESNA have drafted an agreement which has been reviewed by the IESANZ Board and a redrafted response has been submitted to IESNA.

Tim Shotbolt questioned the \$25k deficit in the financial report of 2017/2018 and queried what is being done to ensure it isn't repeated and what plans are in place to achieve this. The Treasurer outlined that the 2018/2019 budget has been based upon the individual Chapter Financial Budgets received, plus the Board Member Portfolio Budgets, which have been consolidated to comprise of the most accurate financial information available and a return to surplus in 2018/2019 is forecast. The 2019 Conference, via early bird conference registrations would contribute to cash flow capabilities and as earlier mentioned was planned to deliver a healthy surplus in 2019/2020.

## **7. CLOSE OF MEETING**

The meeting was closed at 7:13pm (AEDT).