



Minutes

AAIR AGM

Tuesday 12 November 2019

**Wrest Point
186 Exhibition Street
Hobart Tas., Australia**

10.30am–10.50am AEST

A total of 75 delegates attended the 2019 AAIR AGM. This consisted of 59 AAIR members and 16 non-members of AAIR.

AAIR members present

Last Name	First Name	Organisation
Acharya	Chandrama	Macquarie University
Apoutou	Poorani	University of Canberra
Asha	Frances	Deakin University
Blaxland	Lloyd	The University of Newcastle
Bradshaw	Andrew	Macquarie University
Chambers	Kubra	The University of Sydney
Collings	David	Edith Cowan University
Conradie	Karin	Edith Cowan University
Corpuz	Grace	Western Sydney University
Craig	Stewart	Monash University
Crandon	Erin	Southern Cross University
Crowley	Sarah	Deakin University
Dalitz	Robert	University of Canberra
Dixon	Gavin	The University of Melbourne
Fonacier	Elvira	University of Technology Sydney
Garcia	Elice	University of Queensland
Gilbert	Justin	Federation University Australia
Gooch	Daniel	University of New England
Greenaway	Erin	Western Sydney University
Gupta	Tanya	The University of Sydney
Havelberg	Luke	Flinders University

Last Name	First Name	Organisation
Hemsley	Elizabeth	La Trobe University
Herbert	Blair	La Trobe University
Hillbrick	Gordon	Deakin University
Hooker	Liam	University of Canberra
Hopwood	Peter	Altis Consulting
Jakob	Greg	Federation University Australia
Jeffreys	Andrea	La Trobe University
Johnston	Donald	Southern Cross University
Jolly	Tessy	The University of Sydney
Khanna	Pallavi	University of Canberra
Lazzara	Antony	Western Sydney University
Li	Lizzie	The University of Adelaide
Loebbert	Alexander	Central Queensland University
Margetts	Kath	Monash University
Martin	Kerry	University of the Sunshine Coast
Ohno	Rintaro	Tohoku University
Park	Zaneta	Massey University
Parker	Tanya	University of the Sunshine Coast
Petrou	Julia	La Trobe University
Rabel	Kathie	AAIR
Rayner	Pam	Bond University
Rees	Malcolm	Massey University
Romanowski	David	Macquarie University
Seah	Mike	Curtin University
Seidel	Ewa	Flinders University
Sng	Gimwah	The Social Research Centre
Szybiak	Penny	Charles Darwin University
Te'o	Togamau	University of Southern Queensland
Terry	Stuart	Otago Polytechnic
Venables	Deb	Kaplan Australia and New Zealand
Voss	John	CQUniversity Australia
Walker	Jenny	The University of Newcastle
Ward	Dean	Edith Cowan University
Wilcox	Chantelle	The University of Newcastle
Williams	Rosie	University of Melbourne
Yard	Leanne	Western Sydney University
Young	Deborah	Ara Institute of Canterbury
Zhang	Hui	Deakin University

Non-members of AAIR in attendance

Last Name	First Name	Organisation
Ashford	Cliff	Monash University
Calderon	Angel	RMIT University
Diaz	Marietta	Cubane Consulting
Fredes	Cristian	Universidad Santo Tomas
Gibbs	Brendan	La Trobe University
Kiriwan	Nadine	Curtin University
Lopez	Will	La Trobe University
Mala	Anshu	Monash University
McClure	Jered	University of Tasmania
McLay	David	RMIT University
Minchin	Luke	University of Western Australia
Perera	Anthony	La Trobe University
Schneider Da Silva	Thayse	Laureate Education
Sudirjo	Lifen	RMIT University
Vyas	Bhavya	University of Melbourne

Chair: Kathie Rabel, Acting President, AAIR

Agenda items:

1. Welcome to members, attendance and apologies

(Kathie Rabel)

Kathie invited those present to please sign their attendance on the 'Present at the 2019 AAIR Annual General Meeting' sheet.

It was noted that this is the first time AAIR has recorded the AGM. Kathie asked that any speakers identify themselves before speaking.

The AGM was officially opened and those in attendance were welcomed.

2. Confirmation of minutes from 2018 AGM

(Kathie Rabel)

Kathie invited comments from the floor about the minutes from the previous AGM. Approval of minutes:

Moved: Greg Jakob, Federation University

Seconded: Kerry Martin, Sunshine Coast University

3. President's Report

(Kathie Rabel)

Kathie spoke to her President's Report as it appears in the AAIR Annual Report 2018–2019. She talked about the changes on the AAIR Executive Committee. She asked the current committee members to stand. She mentioned that David Carroll had to reluctantly step down from the committee, and Eva Seidel from Flinders University has stepped into the role. It is good now to have someone on the committee from South Australia.

She noted that there are currently two New Zealand committee members, and that one is from the university sector, while one is from a polytechnic, so it is good to have that different perspective on the committee.

The portfolio reports have recently started. Portfolios have been in existence for some time, but recently we have started reporting. You can see updates from the portfolios in the AAIR Annual Report 2018–2019. She gave the example of the Marketing and Promotional Materials portfolio, which sourced the branded pouches that were distributed at the 2019 forum in Hobart.

She gave an overview of the events that AAIR hosted during the reporting year, including the pilot webinar that was hosted under the Professional Development portfolio lead by Penny Szybiak.

Discussions have occurred on the committee about succession and office holders on the executive. Currently, the Secretary and President roles are vacant. Kathie is only the Acting President. There are vacancies in roles, and next year is an election year. She encouraged members to consider being involved in the committee and to look out for notice of elections later in 2020. Kathie noted that she will step down as Acting President at the close of 2019, and that Stuart Terry, current Vice-President, will step up into the role of Acting President. Kathie will then move into the Honorary Secretary role for the remainder of her term of office at the end of 2020.

She highlighted that we are currently reviewing the Bruce Zimmer and Raj Sharma fellowships. She noted that the take up of those fellowships wasn't as good as we had hoped. We will be making changes to them, such as an intention to increase the value of each fellowship, and then we will be publicising them to our members. We are also considering a rolling application process rather than having an annual cut-off date.

Kathie thanked our sponsors, stating that their assistance is invaluable in helping us achieve our goals, for example, in hosting a forum dinner and keeping registration fees down, which makes it more attainable for members to attend based on budgetary constraints in institutions.

Chandrama from Macquarie University said she may not be able to attend next year due to budgetary constraints and asked if it would be possible to have audio recordings of the forum sessions, specifically in relation to QILT and the surveys area.

Kathie responded saying that we would certainly consider it but would have to explore the logistics and costs around doing something like that. She also reminded everyone that we are looking into inviting our winners of best presenter and best new presenter awards the opportunity to host a webinar through AAIR. She added that papers and presentations approved for publication will be available to all delegates who have attended that forum. Kathie said we will add this to our discussions in an executive committee meeting.

In response to Chandrama's question, Greg noted that as a committee we aim to be more sustainable and provide a lot more investments in different platforms to connect members with other members. The need to network is important because of changes in the industry. He added giving the example that employed accountants have their membership funded by their employer, and that AAIR wants to push hard that IR professionals need to be a member of AAIR to be part of the business and data intelligence and surveying side of things. He encouraged those present to talk to their managers and HR team about how an AAIR membership adds value to them and their institution. This forum is where you're going to get a lot of your learning, exposure to new ideas and practices, and networking opportunities. The membership fee is not high. We are looking more into LinkedIn learning and podcasts and that kind of thing.

4. Treasurer's report and financial statements (Greg Jakob)

From a financial perspective we have had a fantastic year for 2018 and 2019. The key numbers were highlighted on a slide.

Treasurer's Report and Financial Statement

- ⌘ AAIR continues to be in a strong financial position with \$143,342 (2018: \$119,413) in net assets
- ⌘ \$124,327 (2018: \$93,339) in AAIR's bank accounts at 30 June 2019.
- ⌘ Surplus of approximately \$34,699 (2018: Loss \$34,665) for the 2018-2019 financial year
- ⌘ 2018 AAIR Annual Forum contributed a surplus of \$49,794
- ⌘ Expenditure \$41,154 (2018: \$54,641) down largely due to less costs associated with website set up in 2018



We are still reaping the benefits of the fantastic 2018 Annual Forum, which provided great financial benefit to the organisation. He also noted that the Hobart forum will produce a surplus as well. On behalf of Don, Andrew and Greg, we thank you for coming down to Hobart to the forum and showing your support.

There have been some changes, and Greg invited those present to read the financial statements.

A couple of key things that happened this year are that we are now starting to report our membership income separately from forum income to show the true value. He noted that we've had a couple of errors in the books that we've had to correct. There has been no impact on the financial position of the organisation, it was just some items being marked as assets and liabilities that should have been acquitted in previous years to the amount of \$10,000.

We are also providing more disclosure in that we provide seed funds to our event management team to assist with preparations for these forums, and that is now noted more transparently in accounts.

In conclusion, Greg noted that the organisation does take quite a bit of effort to run each year. The good news is that we have \$124,327 in our bank account from previous years. we are looking at that now and how we can use these funds to invest in members through things like fellowships etc.

Approval of audited financial accounts:

Moved: Greg Jakob, Federation University
Seconded: Andrew Bradshaw, Macquarie University

Greg invited questions from the floor. There were no questions. The audience clapped!

5. Introduce new executive committee member (Kathie Rabel)

Addressed during Kathie's President's Report earlier.

6. Nomination of life member

(Don Johnston)

Kathie Rabel left the room.

Don announced that the AAIR executive committee took a unanimous vote to put forward Kathie Rabel's name for life membership with the association, and as it requires agreement at the AGM to bestow life membership on someone, the executive committee are putting it to the AGM for a vote today.

Don proceeded to provide some history of Kathie's time on the executive committee, including her time as committee member, Vice-President, President, Immediate Past President and the fact that she is about to take on the role of Honorary Secretary. She has been a long-standing committee member and has made significant contribution to the AAIR community. She was also involved in hosting the successful AAIR Annual Forum in Wellington. She has actively encouraged New Zealand membership of AAIR, as well as the rest of the region. She mentors new AAIRies, providing encouragement and support to both new members and long-term members. She is respected by her peers.

Kathie is experienced in the New Zealand tertiary sector, as well as an understanding of the Australian tertiary sector. To conclude, Don invited those present to vote on bestowing life membership on Kathie Rabel. He called for a show of hands in favour and for anyone against. He thanked the membership for their acceptance of the nomination.

Don announced that there would be a small presentation at the forum dinner tonight.

Andrew Bradshaw invited Kathie back to the room. Don informed Kathie that the membership had approved her nomination for life membership and congratulated her. The membership applauded.

Kathie thanked the membership and was truly humbled to receive life membership. She told a lovely personal story about her mother's reaction to hearing about the nomination.

7. Future AAIR forums

(Kathie Rabel)

Don informed the membership that the annual forums are coordinated by an organising committee of volunteers. He put out a call for interested parties to host a future annual forum or SIG forum and invited anyone to come and speak with him about the possibility of getting involved and hosting a forum.

8. General business

(Kathie Rabel)

Kathie reminded those present to please sign the attendance sheet before leaving the room.

9. Next meeting

(Kathie Rabel)

10. Close of meeting

(Kathie Rabel)

Kathie thanked everyone for their attendance and closed the meeting.

Meeting closed at 10.58am AEST