

MINUTES AGM 2022



Australian Institute of
Landscape Architects

DATE Thursday 3 November 2022
TIME 1:00pm (AEDT)
PROGRAM Zoom Webinar

Annual General Meeting
Australian Institute of Landscape Architects Ltd
ACN No 008 531 851

Agenda Item	Minutes
1. Welcome by National President, Claire Martin	<ul style="list-style-type: none">• AILA President Claire Martin (CM) welcomed members to the 2020-2021 Australian Institute of Landscape Architecture Ltd Annual General Meeting and introduced all current AILA Board Members and CEO.• The meeting started at 1:07PM AEDT.• Katharina Nieberler-Walker (KNW) cited the Acknowledgment of Country.
2. Noting of Quorum	<ul style="list-style-type: none">• It was noted that Andy Sharp, incoming Director, was an apology for the meeting.• AILA's CEO Ben Stockwin (BS) confirmed that the quorum for the meeting was met.
3. Noting of Proxies held	<ul style="list-style-type: none">• BS confirmed the following Full Members submitted forms appointing the Chair and President as their proxy:<ol style="list-style-type: none">1. Jo Russell-Clarke2. Nicole Croudace3. Zhiyong Wu4. Julian Croudace• BS confirmed that fifth proxy was submitted in appointment of Steve Kirsu by the Full Member:<ol style="list-style-type: none">5. Malcolm Snow
4. Confirmation of Minutes of 2021 Annual General Meeting Proposed Resolution – Motion to adopt the minutes of the 2021 AILA Annual General Meeting and acknowledges these as an official record of the meeting.	<ul style="list-style-type: none">• Copies of the previous minutes were made available through the AILA website and the link was shared with all Full Members via EDM Notice of AGM and social media.• Motion tabled to adopt the minutes of the 2020-2021 AILA Annual General Meeting and acknowledge these as an official record of the meeting.• Sara Padgett Kjaersgaard forwarded; James Hayter seconded.• BS requested all attendees if in favour or to speak against the motion. No concerns were raised against. No questions were raised.

THE MOTION WAS CARRIED

5. Presentation of:

- a. Annual Report
- b. Auditors Report
- c. Directors' Report

Proposed Resolution - Motion to accept the Annual report (including the Directors Report and audited financial statements).

- The 2021-2022 President's Report, CEO's Report were presented.
- The Annual Report, Auditors Report and Directors' Report were presented as tabled.
- CM thanked fellow Directors, Chapter Executives, Committees and staff for their contribution.
- CM gave a summary of AILA's activities, challenges, and opportunities over the 2021-2022 period, with emphasis on:
 - Strategic goals
 - Climate crisis
 - Advocacy
 - Good governance
 - A global profession
 - Board renewal
 - Members needs
- BS provided a summary of AILA's key achievements in alignment with AILA's 5 Strategic Pillars:
 1. Sustainable AILA
 2. Membership
 3. Education
 4. Advocacy
 5. Profile
- BS also provided an outlook of key Financial Results and comparison across the years, noting that the Audit was unqualified and that the minimum cash carryover figure was inclusive of members \$20 limited liability and that AILA remains a going concern as per audited financial statements within the 2021-2022 Annual Report with emphasis on:
 1. The 2021-22 Investment in the Website redevelopment and Memberscape® Online Member Platform
 2. The upgrade to the CRM that allows operational performance
- BS thanked staff, Board and in particular: KNW and CM were thanked and appreciated during the fulfilment of their two-year Term. He also thanked committees for the ongoing support. Chapter Executives for their input and all volunteers. Ending on a thank you note to all our Members with the hope AILA can make them proud.
- CM reminded the report is available online, requested a mover and seconder for the Motion to accept that the AILA 2021 - 2022 Annual Report (including Director's report, Financial Statements and Auditor's Report) be accepted.
- **Claire Martin forwarded, Daniel Bennett seconded.**

- BS requested all attendees if in favour or to speak against the motion. No concerns were raised against. No questions were raised.

THE MOTION WAS CARRIED

5. Election of Directors: Declaration of elected candidates by Chair

Proposed Resolution - Motion to accept the persons below be appointed as directors of AILA following a member election, deemed as fair and transparent by an independent scrutineer, Jerry De Gryse.

- ✓ Jasmine Ong
- ✓ Andy Sharp
- ✓ Katie Earle

- Peta-Maree Ashford (PMA) thanked KNW and CM thanking them for the years of shared leadership and involvement in social causes and enthusiasm.
- CM thanked the fellow directors reflecting on adaptability and efficiency of communications specific to virtual environments and commended the Board for the professionalism and effective decision making. CM also thanked staff for their dedication, the CEO and EO for making AILA professional, as well as colleagues at Oculus and her partner Katie.
- KNW added that it was a privilege and honour to lead a progressive and dynamic profession noting the importance of being a Landscape Architect in the context of today's world. KNW thanked the Board Directors and former CEO Tim Arnold and Ben Stockwin, AILA staff and volunteer.
- Jasmine Ong (JO) conveyed her excited for her second Term on the Board and to continue the AILA journey and her commitment to raise the profile, to follow on the evolution of the CPD Framework as well, JO commended the Climate Positive Design Working Group for the development the three Volumes.
- Katie Earle (KE) was honoured to be part of one of five leaders at AILA. KE congratulated JO and Andy Sharp (AS) and was very excited to work with the remaining directors. KE provided background to her experience internationally and nationally and in AILA and her commitment to AILA as a Board Member to deliver on the strategic pillars and values. KE concluded by thanking the membership for the support in her election.
- JO requested a mover and seconder for the Motion to approve the persons below be appointed as directors of AILA following a member election, deemed as fair and transparent by an independent scrutineer, Jerry DeGryse.
 - Jasmine Ong
 - Andy Sharp
 - Katie Earle
- **Claire Martin forwarded, Linda Corkery seconded.**
- BS requested all attendees if in favour or to speak against the motion. No concerns were raised against. No questions were raised.

THE MOTION WAS CARRIED

6. Confirmation of auditor

Proposed Resolution - Motion to accept Vincents Pty Ltd be reappointed as auditor of AILA for the 2022 - 2023 Financial Year

- JO requested a mover and seconder for the Motion to accept Vincents Pty Ltd as the Auditor for the 2022/2023 financial year.
- **Katharina Nieberler-Walker forwarded, James Hayter seconded.**
- BS requested all attendees if in favour or to speak against the motion. No concerns were raised against. No questions were raised

THE MOTION WAS CARRIED

7. Constitutional review for 2021-2022

- BS referred to the review of the constitution as foreshadowed at the AGM 2020-21. BS noted that a list of amendments will largely revolve around consistency at both modernisation of processes and inclusivity and will be presented at a General Meeting which will be called with 21 days' notice in accordance to the Constitution.
- CM noted that, following the reflections from the 2022 AILA Festival, a review of the Acknowledgment of Country within the Constitution will be undertaken by the Connection to Country Committee. Noting that AILA was one of the first organisations to include an Acknowledgment of Country in their Constitution.

8. Any other business which may be legally brought forward by members

If any is submitted in accordance to the Notice

- No items raised by notice.

9. Questions from Members

- BS invited all members to raise any questions.
- *Andrew Thomas* – requested a clarification on a perceived discrepancy in figures relating to partnerships as referred to in the Audited Financial Statements vs the Annual Report.
- *BS* – replied that the difference related to national partners and corporate partners and their contractual obligations being of different nature and thus the figures referred to in the Annual Report referred to specific partnerships.
- *Andrew Thomas* – requested a clarification regarding the 'Other Grants' income figure no longer part of the FY22
- *BS* – replied that the difference from the previous year relayed on JobKeeper no longer applicable in FY22.
- *Daniel Bennett* - requested an approximate delivery of Advocacy Manifesto.
- *BS* – replied that a copy for Executives could be shared post meeting and that a copy for the Members will be shared at a later date noting that, AILA is currently undertaking a Member

Survey and a reminder was put to members to complete the Survey.

- *Sara Padgett Kjaesgaard* – requested an approximate delivery date as to when the Australian Bureau of Statistics and the AILA Census Report to 2016 data showing growth in Landscape Architects would be updated with the latest Census Report.
- *BS* – replied that the reached his desk on the 2nd November 2022 evening and AILA is now progressing the update of the Census Report.

10. Closure

- CM declared the AGM closed at 2:00PM AEDT.

2022 Meeting Attendance (as recorded by Zoom Reports)



AILA Full Members

1. Andrew Bellman
2. Andrew Thomas
3. Carl Safstrom
4. Catherin Bull
5. Clare O'Brien
6. Daniel Bennett
7. Elenaz Mehrabani
8. Ella Gauci-Seddon
9. Hayden Matthys
10. Hendrik Haefele
11. Jade H
12. James Hayter
13. Jared Wilson
14. Julie Marler
15. Linda Corkery
16. Lyn Kok
17. Martin O'Dea
18. Matilda Caddy
19. Miriam Enoch
20. Nick Loschiavo
21. Pui Chung
22. Richard Elliott
23. Robert Cooper
24. Rose Tan
25. Sara Padgett Kjaersgaard
26. Shaun Walsh
27. Steve Kirsu
28. Stuart Scobie
29. Sulochi Wali
30. Tessa Leggo

AILA Observers

31. Linlu Pan
32. Weice Wang

Also in attendance:

- | | | | |
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| 33. Ben Stockwin | AILA CEO | 42. Louise Hain | AILA Staff |
| 34. Ben Willsmore | AILA Board | 43. Melanie West | AILA Staff |
| 35. Carmen Williams | AILA Staff | 44. Michela Secci | AILA Staff |
| 36. Claire Martin | AILA Board | 45. Nathan Whittingham | AILA Staff |
| 37. Gemma Fischer | AILA Staff | 46. Peta-Maree Ashford | AILA Staff |
| 38. Georgina Scriha | AILA Staff | 47. Sally Bolton | AILA Staff |
| 39. Jasmine Ong | AILA Board | 48. Tannelle Leathley | AILA Staff |
| 40. Katharina Nieberler-Walker | AILA Board | 49. Tessa Faucheur | AILA Staff |
| 41. Katie Earle | AILA Board | | |