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## ESCFAN Inc. Annual General Meeting

### Minutes

**Day / date:** Saturday, 30 July 2016

**Time:** 4:30 p.m. AEST

**Place:** King Street Brewhouse, 22 The Promenade, Darling Harbour, Sydney, NSW

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**Welcome** The Chair, Vice President Kelly Coomber, welcomed members to the meeting.

**Recording of meeting**

**Motion:**

THAT the proceedings of the annual general meeting be recorded for the purposes of the minutes.

**Moved:** Alistair Craig

**Seconded:** Peter Hüber

**Declared:** Carried unanimously.

**Introduction**

The Chairperson gave an outline of the purpose of the meeting and how it would be conducted.

**AGENDA ITEM 1**

**Registration of:  
(a) members in attendance entitled to vote;  
and (b) of proxies received by the Chairperson**

The Chairperson noted that: (a) members in attendance who are eligible to vote have been marked off and registered on the attendance sheet (subject to any latecomers); (b) proxies received have also been registered, and the original proxy forms given to the Chair.

**AGENDA ITEM 2**

**Apologies**

The Chairperson noted that five apologies had been received:

1. Greg Murphy
2. Danie Tregonning
3. Mark Perkins
4. Keith Acott
5. Michèle Acott

**AGENDA ITEM 3**

**Confirmation of quorum**

The Chairperson confirmed that the eligible members present in person or by proxy is 69 (later adjusted to 71 for latecomers), there are more than 10% of eligible members present, meaning the meeting has a quorum.

**AGENDA ITEM 4**  
**Acceptance of Minutes of previous General Meeting**

**Motion:**

THAT the minutes of the general meeting of ESCFAN on 8 December 2015 as circulated be accepted as a true and accurate record of that meeting.

**Moved:** Stephen Sykes

**Seconded:** Peter Hüber

**Declared:** Carried unanimously.

**Resolved:**

**THAT the minutes of the general meeting of ESCFAN on 8 December 2015 as circulated be accepted as a true and accurate record of that meeting.**

**AGENDA ITEM 5**  
**Annual report of the Committee**

The President, Sharleen Wright, spoke to the annual report of the Committee for the year ended 30 June 2016.

**Motion:**

THAT the 2016 annual report of the Committee be accepted.

**Moved:** Alistair Craig

**Seconded:** Peter Hüber

**Declared:** Carried unanimously.

**Resolved:**

**THAT the 2016 annual report of the Committee be accepted.**

**AGENDA ITEM 6**  
**Financial statements and Treasurer's report**

The Treasurer, John Tzimas, spoke to the financial statements and the Treasurer's report.

**Motion:**

THAT, having received and considered the financial statements of the association to 30 June 2016, as submitted by the Committee to the members at the annual general meeting, the annual general meeting resolves that those financial statements be accepted.

**Moved:** Alistair Craig

**Seconded:** Peter Hüber

**Declared:** Carried unanimously.

**Resolved:**

**That, having received and considered the financial statements of the association to 30 June 2016, as submitted by the Committee to the members at the annual general meeting, the annual general meeting resolves that those financial statements be accepted.**

**AGENDA ITEM 7**

**Social Media  
policy**

The Chairperson introduced the topic of the 'Social and Digital Media and Communications Policy' (which came into force on 1 July 2016), and asked for questions from the members. A number of questions on the Policy were fielded by Peter Hüber and one by Sharleen Wright. One member who wished to raise a time-dependent question relating to a specific member was referred, by the Chairperson, to Ordinary Member Stephen Sykes for a discussion in private as to whether the question ought appropriately to be raised in the meeting. There was discussion as to whether it was necessary for the AGM to approve the Policy, given the need for the Committee to be able to update the policy as needed, from time to time. This discussion culminated in the following motion:

**Motion:**

THAT the annual general meeting adopt Social Media Policy as circulated and that the meeting acknowledge that the notes that the Committee can from time to time as it sees fit update and amend the Policy.

**Moved:** Aaron Moss

**Seconded:** Peter Hüber

**Declared:** Carried unanimously.

**Resolved:**

**THAT the annual general meeting adopt the 'Social and Digital Media and Communications Policy' as previously circulated and that the meeting acknowledges that the Committee can from time to time as it sees fit update and amend the Policy.**

**AGENDA ITEM 8**

**Confirmation of  
the annual  
subscription fee  
(2016/2017 and  
2017/2018  
financial years)**

The Chairperson spoke to the item, and to the Committee's recommendation that the annual subscription fee be retained at \$25.00.

**Motion:**

THAT the annual general meeting endorse an annual subscription fee of \$25.00 for the 2016/2017 and 2017/2018 financial years, and that the renewal of the fee be payable no later than 31 July 2017.

**Moved:** Stephen Sykes

**Seconded:** Peter Hüber

**Declared:** Carried unanimously.

**Resolved:**

**THAT the annual general meeting endorse an annual subscription fee of \$25.00 for the 2016/2017 and 2017/2018 financial years, and that the renewal of the fee be payable no later than 31 July 2017.**

**AGENDA ITEM 9**

**Decision as to  
the number of  
ordinary  
members of the  
Committee for  
the next year**

The Chairperson and the Secretary, Alistair Craig, spoke to this agenda item.

**Motion:** That the annual general meeting wishes there to be five ordinary members of the Committee holding office for the next year.

**Moved:** Sharleen Wright

**Seconded:** Stephen Sykes

**Declared:** Carried. (One vote against.)

**Resolved: That the annual general meeting wishes there to be five ordinary members of the Committee holding office for the next year.**

**AGENDA ITEM 10**

**Election of  
Committee**

The Chairperson declared all positions on the Committee vacant pursuant to rule 50(2).

**President**

The Chairperson called for nominations to fill the position of President.

Two members were nominated:

1. Sharleen Wright; and
2. Alistair Craig

Each of the nominees accepted their nomination.

The Chairperson declared that, there being more than one member nominated, a ballot would be held in accordance with rule 54.

The Chairperson nominated a member as returning officer, pursuant to rule 54(1): Peter Hüber.

Each candidate gave a short speech in support of their election.

After having distributed blank ballot papers, and collected and tallied the completed ballot papers, the returning officer declared Sharleen Wright to have been duly elected as President.

Given the President did not choose to take over as Chairperson, Kelly Coomber continued in the role.

### **Vice President**

The Chairperson called for nominations to fill the position of Vice President.

Two members were nominated:

1. Renee Pozzi; and
2. Bente Tullberg.

Renee Pozzi was not in attendance. However, the Chairperson noted that the Committee had received a notice of intention to nominate from Renee, indicating that she would accept her nomination.

Bente Tullberg accepted her nomination.

The Chairperson declared that, there being more than one member nominated, a ballot would be held in accordance with rule 54, with Peter Hüber continuing as returning officer.

Bente gave a short speech in support of her election; Sharleen Wright gave a short speech in support of the election of Renee Pozzi.

After having distributed blank ballot papers, and collected and tallied the completed ballot papers, the returning officer declared Renee Pozzi to have been duly elected as Vice President.

### **Secretary**

The Chairperson called for nominations to fill the position of Secretary.

Two members were nominated:

1. Jordan Busic; and
2. Alistair Craig.

Each of the nominees accepted their nomination.

The Chairperson declared that, there being more than one member nominated, a ballot would be held in accordance with rule 54, with Peter Hüber continuing as returning officer.

Each candidate gave a short speech in support of their election.

After having distributed blank ballot papers, and collected and tallied the completed ballot papers, the returning officer declared Alistair Craig to have been duly elected as Secretary.

### **Treasurer**

The Chairperson called for nominations to fill the position of Treasurer.

One member was nominated: John Tzimas.

John accepted his nomination. There being only one member nominated, the Chairperson declared John Tzimas to have been duly elected as Treasurer.

**Ordinary members**

The Chairperson called for nominations to fill the five Ordinary Member positions.

Ten members were nominated:

1. Troy Bass
2. Jordan Basic
3. Kelly Coomber
4. Lynne Franks
5. Mark Churches
6. Aaron Moss
7. John Partington
8. Stephen Sykes
9. Bente Tullberg
10. Andrew Crossman

All the nominees accepted their nomination in person, with the exception of John Partington and Mark Churches, who were not in attendance. However, the Chairperson noted that the Committee had received notices of intention to nominate from John Partington and Mark Churches, indicating that each of them would accept nomination to the position of Ordinary Member.

The Chairperson declared that, there being more members nominated than positions needing to be filled, a ballot would be held in accordance with rule 54, with Peter Hüber continuing as returning officer.

Each candidate, with the exception of John Partington and Mark Churches, gave a short speech in support of their election. Sharleen Wright gave a short speech in support of the election of Mark Churches. Alistair Craig gave a short speech in support of the election of John Partington.

After having distributed blank ballot papers, and collected and tallied the completed ballot papers, and — with the agreement of two candidates who received the same number of votes — decided the election of the fifth position by lot, the returning officer declared the following candidates to have been elected to the position of Ordinary Member:

1. Troy Bass
2. Jordan Basic
3. Kelly Coomber
4. Stephen Sykes
5. Bente Tullberg

**AGENDA ITEM 11**  
**Meeting close**

The Chairperson thanked the members for their attendance, and declared the meeting **closed** at 6:20 p.m. AEST.

**CONFIRMED**

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(Chair)

Date ..... / ..... / 20 .....

# Appendices to the AGM 2016 Minutes

## **ESCFAN AGM 2016 - Members registered as in attendance**

The following eligible members were registered as being in attendance in person at the AGM (details included in these minutes pursuant to rule 41(3)(b)):

1. Aaron Moss
2. Adele Adelle
3. Adriano Raiola
4. Alan Tubery
5. Alistair Birch
6. Alistair Craig
7. Andreas Martz
8. Andrew Crossman
9. Andrew Pentecost
10. Andrew Wortham
11. Angelito Santana
12. Bente Tullberg
13. Christine Shea
14. Christopher Parkes
15. Colin Hyde
16. Deborah Shea
17. Felicia Eccles
18. Jacob Strange
19. Jaimie Duncan
20. Jeff Neal
21. Johannes Keyser
22. John Tzimas
23. Jordan Busic
24. Julie Osborne
25. Kate Waldegrave
26. Kelly Coomber
27. Kevin Carter
28. Lee Martin
29. Lisa Cooper
30. Lousia Cordle
31. Luc Spencer-Gardner
32. Lynne Franks
33. Nadia Taylor
34. Paul Shakespear
35. Peter Huber
36. Philip McNulty
37. Rebecca Finn
38. Richard Thiele
39. Rigard Diedericks
40. Robert Keage
41. Ronald Addamo
42. Sharleen Wright
43. Shirley Wright
44. Stephen Sykes
45. Stuart Buchanan
46. Troy Bass
47. Will McKee

### **ESCFAN AGM 2016 - Valid proxy forms received**

Valid proxy forms were received from the following eligible members appointing the following proxies (included in these minutes pursuant to rule 41(3)(b)):

	<b>Eligible member</b>	<b>Proxy</b>
1.	Kate Hansen	Bente Tullberg
2.	Michaela Sowden	Alan Tubery
3.	Renee Pozzi	Adrian Raiola
4.	Liam Clark	Sharleen Wright
5.	Michael Polh	Sharleen Wright
6.	Lukman Andi Uleng	Sharleen Wright
7.	Michael Romano	Sharleen Wright
8.	Jamie Williams	Sharleen Wright
9.	Luke Hanson	Sharleen Wright
10.	Paul Croft	Sharleen Wright
11.	Roger Armistead Rainey	Sharleen Wright
12.	Gavin Armistead Rainey	Sharleen Wright
13.	Peter Wetzler	Sharleen Wright
14.	Sandra Allen Wetzler	Sharleen Wright
15.	Paul Bostock	Sharleen Wright
16.	John Partington	Kelly Coomber
17.	Rod Skilbeck	Kelly Coomber
18.	Nektarius Chritopoulos	John Tzimas
19.	Paul Whitehouse	Stephen Sykes
20.	Brad Scanlan	Stephen Sykes
21.	Mette Christensen	Stephen Sykes
22.	Adrian Lo Nigro	Stephen Sykes
23.	Fraser McEachern	Stephen Sykes
24.	Matthew Kelly	Stephen Sykes





## **ESCFAN AGM 2016 - Ballot voting results**

### **President:**

Sharleen Wright	41
Alistair Craig	28
Informal	2

### **Vice President:**

Renee Pozzi	36
Bente Tullberg	35

### **Secretary:**

Alistair Craig	37
Jordan Busic	33

### **Ordinary Member:**

Lynne Franks	36*
Jordan Busic	46
Andrew Crossman	30
Aaron Moss	25
Mark Churches	27
Troy Bass	44
Stephen Sykes	36*
Bente Tullberg	43
John Partington	15
Kelly Coomber	45

\*Tie decided by lot.

**ESCFAN AGM 2016 - Copy of annual financial statements and certificate as submitted**

See separate attachment.