

# Records Management Association of Australasia

Minutes of the  
29<sup>th</sup> Annual General Meeting of the Records Management  
Association of Australasia  
Convened at National Convention Centre, Canberra  
Tuesday 14<sup>th</sup> September 2004 – 4:32 p.m.

## 29.1 Attendance

As per the attendance register

## 29.2 Apologies

Joy Siller, Chris Colwell, Tony Anderson

## 29.3 Proxies

No proxies were received.

## 29.4 Minutes of Previous Meeting

The Minutes of the Annual General Meeting of 16 September 2003 having been circulated are submitted for confirmation.

It is **Recommended** that the Minutes be taken as read and confirmed.

### **DECISION:**

Kate McCarthy Moved/Stephanie Ciempka Seconded: That the Minutes of the AGM of 16 September 2003 be taken as read and confirmed.  
CARRIED

## 29.5 Business Arising from the Previous Meeting

There was no business identified as arising from previous meetings.

## 29.6 Receive the Report of the President on the activities of the Company in the preceding year

The National President will provide a report on the activities of the Company for the year ending 30 June 2004.

It is **Recommended** that the Annual Report of the RMAA for the period ending 30 June 2004 be received.

### **DECISION:**

Chris highlighted items within the Annual including:

- Focus as a professional association, representing the interest of its members
- Internal issues and marketplace conditions
- CPD Program
- Course Accreditation Program
- Repositions and reprioritising

- Professional development, organisational development and business development.
- Melbourne Convention – detailed report.

Chris Fripp Moved/Kate McCarthy Seconded: That the Annual Report of the RMAA for the period ending 30 June 2004 be received. CARRIED

## 29.7 Financial Report

The National Treasurer will report on the audited statements of accounts and the report from the Auditor for the period ending 30 June 2004.

It is **Recommended** that the duly audited statements of accounts and the report from the Auditors be received.

### **DECISION:**

Thomas Kaufhold outlined the financial outcome for the 2003 – 2004 financial year.

Thomas Kaufhold Moved/Renate Croker Seconded: That the duly audited statements of accounts and the report from the Auditors be received. CARRIED

## 29.8 Appointment of Auditor

It is **Recommended** that Garrotts & Garrotts be appointed for the year ending 30 June 2005.

### **DECISION:**

Kemal Hasandedic Moved / David Moldrich Seconded: That Garrotts & Garrotts be appointed for the year ending 30 June 2005. CARRIED

## 29.9 Other Business

No items listed.

## 29.10 Declaration of National Board Directors

The following are declared National Board Members:

NSW	Chris Fripp
VIC	David Moldrich
ACT	Thomas Kaufhold
QLD	Kemal Hasandedic
NT	Lyn Kickett
SA	Kristen Keley
NZ	David Pryde

## 29.11 Declaration of National Executive

The Returning Officer, Kate Walker advised the National Executive for the year 2004/2005.

President – Chris Fripp  
 Vice President – Kemal Hasandedic  
 Treasurer – Thomas Kaufhold

## **29.12 Close of Meeting**

There being no further business, the President will declare the meeting closed.

**Meeting Closed: 1650**

**Chris Fripp**  
**National President**  
**Date:**

**Kate Walker**  
**Chief Executive Officer**  
**Date:**