

Records Management Association of Australasia

Minutes of the
31st Annual General Meeting of the
Records Management Association of Australasia
Convened at Convention Centre, Cairns, QLD
Tuesday 19 September 2006

Meeting Opened: 12:52

31.1 Attendance

As per the attendance register.

31.2 Apologies

Rick Ryan, Sylvia Foley, Ross Thompson, Brigitte Stephens, Colin Weber

31.3 Proxies

Nil Received

31.4 Minutes of Previous Meeting

The Minutes of the Annual General Meeting of 13 September 2005 having been circulated are submitted for confirmation.

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

DECISION:

Chris Colwell Moved / Sally Algate Seconded: That the Minutes be taken as read and confirmed. **CARRIED**

31.5 Business Arising from the Previous Meeting

Nil

31.6 Receive the Report from 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 2006.

It is **Recommended** that the Annual Report of the RMAA for the period ending 30 June 2006 be received.

DECISION:

Kemal Hasandedic Moved / Mike Steemson Seconded: That the Annual Report of the RMAA for the period ending 30 June 2006 be received.
CARRIED

31.7 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 2006.

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

DECISION:

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

Question: Please explain the increase in revenue from IQ. 2005 accounts did not have the membership fee component journalled to the IQ revenue.

31.8 Appointment of Auditor

It is **Recommended** that WHK Garrots Chartered Accountants be appointed for the year ending 30 June 2007.

DECISION:

Thomas Kaufhold Moved / Donna Maree Findlay Seconded: That WHK Garrots Chartered Accountants be appointed for the year ending 30 June 2007. **CARRIED**

31.9 Other Business

Presentation of Certificates

31.10 Declaration of National Board Directors

The following are declared National Board Members for the forthcoming year:

NSW – Christopher Colwell
ACT – Thomas Kaufhold
QLD – Kemal Hasandedic
SA – Donna-Maree Findlay
NZ – David Pryde
WA – Trissa Dent

31.11 Declaration of National Executive

The Returning Officer, Kate Walker advised the National Executive for the year 2006 / 2007 consisted of:

National President / Chair of the Board – Kemal Hasandedic
National Vice President – David Pryde (2006 – 2009)
National Treasurer – Thomas Kaufhold (2006 – 2007)

31.12 Close of Meeting

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

Meeting Closed: 1:20

**National President: Kemal Hasandedic
Date: 19 September 2006**

**Chief Executive Officer: Kate Walker
Date: 19 September 2006**