



RIMPA

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2018 – 2019 Annual Report

Records and Information Management Professionals Australasia

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CHAIRS REPORT

Dear Members,

I welcome you to the RIMPA Annual Report for 2019. As was the case for the Annual Report last year this report provides information on Branch activity and events, membership updates and financial information and other matters.

I would like to highlight a number of objectives that were achieved during the past year.

The Board endorsed a new inspiring strategic plan which focuses on member engagement and services. The plan sets out achievable objectives and is being used to measure Board, Branch and staff performance.

New Members have increased by some 40% over the past 15 months and there has also been a substantial increase in professional membership.

Providing training through workshops and other means has been a strong focus for the Board and the General Manager. There is a very high demand for records management training, and it has been provided throughout Australia as resources permitted.

There has been increased collaboration with information industry associations and renewed engagement with the Council of Australian Archives and Record Authorities (CAARA).

Our Governance Branch (GABA) has been developing new governance documents such as the Board and Executive Charter and most importantly a wholesale review of the constitution with a consultative draft sent to RIMPA's professional membership for comment. The revised constitution is to be voted on at the AGM in Melbourne.

Lastly, as part of the rebranding and revitalisation of RIMPA there has been significant investment in the development of a new RIMPA website, new membership software and other software to improve operational efficiency.



The Informaa Quarterly (IQ) has also not escaped our attention resulting in a higher quality product in terms of design, format and content. Due to popular demand printed copies of the IQ have been made available on subscription.

The Board and Branches will continue to work to achieving the required outcomes as set in the strategic plan and continue to provide improved services to all members.

On behalf of the Board we thank all our members for their ongoing support and contribution to RIMPA in 2018/19.

Thomas Kaufhold - B Admin, MRIM (LIFE)

COMPANY SECRETARY AND CHIEF FINANCIAL REPORT

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1. Overview on Finances
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1. Report on Financial Matters – period 1 July 2018 to 30 June 2019

Sentrika Accountants & Business Advisory (formerly Qgr Accountants Varsity Lakes) have continued to provide contracted accounting, CFO services and financial management to RIMPA for the period 1 July 2018 to 30 June 2019.

Financial Information

This financial year, although still recording a trading loss, has resulted in the organisation stabilising, with cash outflows being restricted and overall outflows reduced.

After posting a loss of \$40,483 in 2018, the operating loss for the period ending 30 June 2019 was equal to \$74,532.

It is to be noted that the following non-cash impairments need to be adjusted for:

-	Net profit/(loss) per Financial Statements (after Income Tax)	(\$74,532)
Add:	Unrealised Loss on Investment	\$7,068
	Movement in Employee Provisions	\$5,837
	Depreciation	\$270
	Net profit/(loss) after non-cash impairments	(\$61,357)

The headline numbers for the period ended 30 June 2019 are as follows:

	2019	2018
Total Revenue	\$852,633	\$974,667
Direct costs attributable to revenue	\$360,661	\$475,829
Investment income	\$3,751	\$17,836
Gross profit	\$491,971	\$516,763
Overhead expenses	\$563,754	\$550,935
Net Operating profit/(loss)	(\$74,532)	(\$40,483)

Total revenue for the period was equal to \$852,633 which was \$139,425 less than 2018, largely due to lower delegate and sponsorship revenue from the national conference held in Hobart in 2018. The geographical location contributed somewhat to these numbers and without a local RIMPA branch in Tasmania promoting the event, attendee and vendor numbers were lower than years previous. Coupled with a decline in membership renewal income, total revenue was down for the period.

Expenditure in 2018 totalled \$1,026,764 as compared to \$924,416. Although revenue decreased, expenditure was managed accordingly, in particular with the national conference costs.

Although overall revenue decreased, new revenue lines were added, and a Workshop Training Program has been established. RIMPA now offer onsite Workshop Training for Records professionals that can be customised or developed for a particular requirement. It was critical for the ongoing viability of the organisation that additional revenue streams were developed as part of the new strategic direction. Training revenue to 30 June totalled \$33,878 with a continuing program scheduled for post 30 June 2019. It was highlighted to the Board that the organisation needed to add approximately \$100,000 in additional revenue to ensure fixed costs could be met year on year and to guarantee sustainability into the future. Forecasts indicate that Workshop Training should deliver approximately \$120,000 for the period to 30 June 2020.

Cash and Investment Asset holdings have reduced by \$69,840 to \$417,937 as at 30 June 2019. As at the time of writing, the Cash and Investment Asset Holdings were up to \$559,456 as delegate registrations for RIMPA Live continue to come through along with membership renewal income. Compared to the same period last year, cash receipts as at 30 June 2019 have improved significantly. Net cashflow from operating activities for the period ended 30 June 2019 was equal to a loss of \$87,576. After redemptions from the Colonial Investment, operating cashflow was equal to \$50,432 positive.

Other Operational Matters

The current financial year has presented some challenges for the organisation but has also created some opportunities. A new General Manager was employed by the Board appointing former Queensland Director Anne Cornish MRIM to the vacant role. Anne has over 35 years of industry experience and has served on the Board collectively for approximately 10 years (as QLD and Vic Director). Anne has firsthand knowledge of the operational challenges the organisation has been presented with over the last 3 years and has operated a successful Records Management business prior to this appointment, carrying the requisite knowledge of the industry coupled with business management experience.

In the first half of the financial year the financial strategy for the company was to reduce costs where possible in order to reduce the negative monthly cashflow position to a minimum. Once a steady state was achieved, strategic investment was made in several areas of the business.

The main areas identified by the Board for investment both financially and with time, were as follows:

- Re-establishing the WA Branch
- Developing Workshop Training Program and delivery
- Upgrading of website
- Upgrading CRM and member database management software
- Further engagement with Branches

Re-establishing the WA branch was seen as a critical step toward increasing the membership base and through the hard work of the local Branch members and WA Director, the WA Branch was re-established and is now fully functioning providing greater engagement with that region and thus creating opportunities for increasing membership numbers through running locally based events and engagement and interaction at a regional level.

After consultation with the membership at individual and corporate level it was identified that there was a real need for Workshop type training for the industry. Within a very short space of time, the Workshop Training offering was developed and taken to market. To date it has been well received and we see this as a strong area of growth for the business.

The website and other internal RIMPA systems had not been upgraded or changed for a number of years. The various platforms that the organisation was operating from were not integrated and were creating inefficiencies from an administrative perspective and were not conducive to providing an effective user experience. The Coresoft program contained a multitude of roadblocks and was simply not meeting the needs of the organisation from a CRM and event management perspective. After reviewing several SaS providers, the Membes platform was chosen. Membes was implemented in the second half of the financial year (Feb 2019). As with any new software implementation there are always some challenges, but it can be stated with confidence that it is now fully operational and is a significant improvement from the last system. There is now seamless integration between the CRM and accounting software which has not happened to date previously. There are various other features that are now available to the Management team to utilise.

RIMPA Management and Staff have invested time and some travel expenditure to visit Branches throughout the year to discuss their requirements from Head Office. These conversations and subsequent engagement have resulted in improved membership figures and the recruitment of new members throughout the year.

Human Resources

It was noted in the 2018 CFO report that significant reductions had to be made in relation to the cost of ongoing HR requirements for RIMPA. Previously, HR related costs for RIMPA were equal to \$492,029 (2017) and \$359,971 (2018). In the 2019 financial year, HR related costs were equal to \$371,035. Core Membership related revenue for 2019 was equal to \$327,579. There were some additional HR related costs in the current period as investment was made into developing the Workshop Training which has a high admin component required to facilitate set up and delivery along with resources required for the implementation of the membes program.

There was also a requirement to bring in some casual labour to assist with updating CPD registers and similar matters which had not been completed for some years. HR requirements are continually reviewed to meet the needs of the organisation and casual labour has been used to great effect in times of high-volume workload (membership renewals, RIMPA Live etc). We are pleased with the current level of HR resources being employed and that they are satisfactory to the needs of the company both operationally and financially.

Recommendations

Best practice management implies that costs are continued to be reviewed regularly and improvements and savings should be explored wherever possible. This will continue to occur throughout the year as has occurred over the last 12 months.

Human resources must continue to be monitored and reviewed on an ongoing basis as additional revenue lines and therefore greater administration requirements will be necessary. The organisation has initiated early stage consultation of becoming an RTO which will require a larger labour force due to the high level of compliance. There will be an initial investment in set up and labour to establish proper processes, but it is recommended that this activity be pursued as it will provide another service and revenue stream for the organisation and will create further diversification. This will diversify the company's operations, so it is not reliant on two main revenue streams being the national conference and membership renewals only.

In relation to membership fees, it is our recommendation that the Board increase membership subscription fees by 30% over a 3-year period. Fees were increased last year but had not been increased in the four years prior to that with only modest increases in the 5-6 years prior to that. When compared to other professional organisations such as the CPA for example, the membership fees are relatively inexpensive especially when considering the discounts available for members to attend the national conference. For example, a new member to the CPA is charged \$180 as an application fee and \$720 annually. RIMPA's main competitor in this space is the Australian Society of Archivists (ASA). Individual membership at the ASA is set at \$290 per year, whereas a Corporate Membership will cost \$420 (up to 2 nominees) or \$900 (up to 4 nominees).

Membership fees have not moved comparatively with CPI and the ongoing operational costs of the organisation over the last 10 years. A 30% increase over a 3-year period would ensure that investment can continue to be made into the organisations operations and offering to its members.

We forecast that the company will return to a small profit by 30 June 2020 (See following)

2. Detailed Profit & Loss Statement for the period 1 July 2018 to 30 June 2019

Profit and Loss RECORDS AND INFORMATION MANAGEMENT PROFESSIONALS AUSTRALASIA 1 July 2018 to 30 June 2019

	30 Jun 19	30 Jun 18
Income		
Branch - Conferences & Events	\$57,547.42	\$0.00
Distributions Received	\$10,580.26	\$0.00
Event Administration	\$52,231.50	\$44,434.68
Interest	\$239.19	\$518.72
Investment Unrealised Gain/Loss	-\$7,068.10	\$17,354.44
IQ - Marketing & Advertising	\$14,210.89	\$399.99
IQ - Subscriptions	\$1,827.55	\$81,033.00
Membership - Corporate	\$298,638.61	\$341,947.75
Membership - Individual	\$28,941.89	\$0.00
National - Conference & Events	\$339,621.65	\$499,989.13
National Sponsorship	\$14,472.71	\$0.00
Professional Recognition	\$0.00	-\$682.29
Website & Marketplace	\$7,511.36	\$7,063.53
Workshop (Training)	\$33,878.18	\$0.00
Total Income	\$852,633.11	\$992,058.95
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Less Cost of Sales		
Branch - Conference & Event Costs	\$27,057.18	\$0.00
IQ Publication Costs	\$58,360.51	\$49,757.04
Marketing	\$8,249.00	\$25,758.41
National - Conference & Event Costs	\$264,358.53	\$400,313.55
Subscriptions & Memberships	\$2,636.37	\$0.00
Total Cost of Sales	\$360,661.59	\$475,829.00
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Gross Profit	\$491,971.52	\$516,229.95
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Less Operating Expenses		
Accounting Fees	\$5,520.46	\$0.00
Administration Charges	\$12,104.28	\$25,279.39
Advertising & Marketing	\$3,532.04	\$0.00
Audit Fees	\$9,000.00	\$10,580.00
Bad Debts	\$18,000.00	\$0.00
Bank Charges	\$680.30	\$1,804.41
Board & Director Expenses	\$42,905.79	\$29,623.56
Consultancy Fees	\$973.81	\$132,791.84
Contractor Payments	\$71,671.14	\$53,137.50
Corporate Governance	\$146.00	\$12,116.44
Depreciation Expense	\$269.95	\$0.00
Economic loss expense	\$63,170.00	\$20,500.00

Information Technology	\$28,010.27	\$67,932.84
Insurance	\$3,100.36	\$0.00
Interest Expense	\$306.14	\$0.00
Legal Fees	\$8,950.00	\$28,568.91
Merchant Fees	\$10,613.49	\$6,024.01
Printing and Stationery	\$952.39	\$0.00
Provision for AL/LSL	\$5,837.87	-\$10,940.86
Rent & Outgoings	\$8,586.99	\$1,193.59
Software Subscriptions	\$9,004.11	\$0.00
Staff Amenities	\$1,853.48	\$0.00
Staff Travel Accommodation and Meetings	\$11,318.02	\$1,983.71
Superannuation	\$19,953.08	\$11,815.49
Technical Standards	\$0.00	\$5,000.00
Telephone & Internet	\$5,519.40	\$0.00
Training and Development - Staff	\$3,703.63	\$888.06
Wages & Salaries	\$216,241.72	\$152,667.92
Workers Compensation	\$1,829.59	\$878.22
Total Operating Expenses	\$563,754.31	\$551,845.03
Operating Profit	-\$71,782.79	-\$35,615.08
Non-operating Expenses		
Income Tax Expense	\$2,749.17	\$5,333.65
Over-Provision of Tax	\$0.00	\$888.49
Total Non-operating Expenses	\$2,749.17	\$6,222.14
Net Profit	-\$74,531.96	-\$41,837.22

3. Balance Sheet as at 30 June 2019

Balance Sheet
RECORDS AND INFORMATION MANAGEMENT PROFESSIONALS AUSTRALASIA
As at 30 June 2019

	30 Jun 2019	30 Jun 2018
Assets		
Bank		
Cheque Account	\$148,590.19	\$31,352.33
NZ Account	\$10,283.46	\$10,283.46
Online Business Saver Account	\$135,066.56	\$167,656.30
Total Bank	\$293,940.21	\$209,292.09
Current Assets		
Accounts Receivable	\$342,346.92	\$37,788.76
Less: Provision of Bad Debt	-\$55,023.61	-\$2,500.00
Deposit RIMPA Live 2020	\$4,545.45	\$0.00
First Choice Investment	\$123,997.45	\$278,485.29
National Conference (Prepaid)	\$112,599.91	\$29,558.55
Prepayments	\$19,040.00	\$3,771.46
Undeposited Funds	\$0.00	\$7,091.05
Total Current Assets	\$547,506.12	\$366,840.56
Fixed Assets		
Intangibles	\$63,840.00	\$63,840.00
Less: Accumulated Depn - Intangibles	-\$63,840.00	-\$63,840.00
Plant and Equipment	\$5,188.11	\$2,965.63
Less: Accumulated Depn - Plant & Equipment	-\$3,235.58	-\$2,965.63
Total Fixed Assets	\$1,952.53	\$0.00
Total Assets	\$843,398.86	\$576,132.65
Liabilities		
Current Liabilities		
Accounts Payable	\$28,844.51	\$55,479.89
GST	\$56,696.85	\$14,957.00
National Conference (PiA)	\$291,054.39	\$144,208.44
Other Creditor	\$1,151.00	\$5,705.00
PAYG Withholding	\$18,351.00	\$13,221.00
Revenue Received in Advance	\$0.00	\$169,673.45
Revenue Received in Advance - Sponsorship	\$15,118.19	\$0.00
Revenue Received in Advance 2019 - Branch Conf & Events	\$10,585.38	\$0.00
Revenue Received in Advance 2020 - Membership Corporate	\$224,287.18	\$0.00
Revenue Received in Advance 2020 - Membership Individual	\$97,403.98	\$0.00

Superannuation Payable	\$7,351.50	\$5,677.31
Total Current Liabilities	\$750,843.98	\$408,922.09
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Non-Current Liabilities		
ATO Integrated client account	\$0.00	\$3,018.49
Provision for Income Tax	\$2,295.65	\$5,238.75
Provision for Leave	\$8,472.89	\$2,635.02
Total Non-Current Liabilities	\$10,768.54	\$10,892.26
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Total Liabilities	\$761,612.52	\$419,814.35
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Net Assets	\$81,786.34	\$156,318.30
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Equity		
Current Year Earnings	-\$74,531.96	-\$41,837.22
Retained Earnings	\$156,318.30	\$198,155.52
Total Equity	\$81,786.34	\$156,318.30
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4. Forecasts 2019/20

As part of our engagement and financial management of RIMPA, we have completed a Profit & Loss forecast for the 2019/20 financial year. This report is included at Appendix 1.

5. Final Summary

The company generated a loss for the financial year of \$74,532 after we had projected a loss of \$30,832 (before tax). We had provisioned an additional amount of \$18,000 as non-collectible membership income, the investment income reduced by \$6,974 and also recorded an unrealised capital loss of \$7,068 that is all contributing to this figure. Revenue did decline in 2019 but expenditure was stabilised. Investment was undertaken in several areas which will provide additional ongoing revenue as discussed above. With higher attendance numbers at RIMPA Live, we anticipate that overall revenue will be over the \$1M mark again for 2020.

The costs that were superfluous (legal fees, etc) to the operations of the company have subsided and expenditure has been limited to operational necessities only. Additional revenue lines have been added with further opportunities to be investigated and implemented in 2020.

Early figures for RIMPA Live 2019 indicate a financially successful event with delegate and attendee numbers looking strong one month out from the event.

Going forward into 2020, management and the Board will continue to implement the Strategic Direction for RIMPA and envisage a return to profit. Necessary investment was required to be undertaken at a Branch level to encourage engagement between stakeholders at Head Office, Branch and Member level. Management has established additional income streams as was highlighted as a necessary requirement for long term viability of the organisation last year. 2019 was a successful year for RIMPA in terms of improvement of systems and operations and overall strategic direction and the list of accomplishments that were achieved over the preceding 12 months.

Regards,

A handwritten signature in black ink, appearing to read "Darryl Dyson".

Darryl Dyson - Finance Manager/CFO

APPENDIX 1

Profit and Loss
RECORDS AND INFORMATION MANAGEMENT PROFESSIONALS AUSTRALASIA
For the month ended 30 June 2019

	31-Jul-19	31-Aug-19	30-Sep-19	31-Oct-19	30-Nov-19	31-Dec-19	31-Jan-20	28-Feb-20	31-Mar-20	30-Apr-20	31-May-20	30-Jun-20 YTD	
Income													
Branch - Conferences & Events	\$0.00	\$21,281.32	\$0.00	\$1,588.64	\$1,207.86	\$265.45	\$1,389.79	\$24,868.01	\$4,933.63	\$140.00	\$1,745.45	\$127.27	\$57,547.42
Interest	\$3.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.73	\$56.09	\$71.24	\$76.14	\$21.92	\$239.19
IQ - Marketing & Advertising	\$0.00	\$2,750.00	\$0.00	\$0.00	\$2,120.00	\$0.00	\$7,531.80	\$1,809.09	\$0.00	\$0.00	\$0.00	\$0.00	\$14,210.89
IQ - Subscriptions	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$2,400.00
Membership - Corporate	\$26,000.00	\$26,000.00	\$26,000.00	\$26,000.00	\$26,000.00	\$26,000.00	\$26,000.00	\$26,000.00	\$26,000.00	\$26,000.00	\$26,000.00	\$26,000.00	\$312,000.00
Membership - Individual	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$36,000.00
National - Conference & Events	\$0.00	\$0.00	\$0.00	\$512,103.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$512,103.00
National Sponsorship	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$30,000.00
Website & Marketplace	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00	\$9,600.00
Workshop (Training)	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$120,000.00
Total Income	\$42,503.07	\$66,531.32	\$42,500.00	\$556,191.64	\$45,827.86	\$42,765.45	\$51,421.59	\$69,187.83	\$47,489.72	\$42,711.24	\$44,321.59	\$42,649.19	\$1,094,100.50
Less Cost of Sales													
Branch - Conference & Event Costs	\$0.00	\$11,556.13	\$0.00	\$2,672.18	\$674.82	\$1,205.45	\$799.50	\$9,977.28	\$171.82	\$0.00	\$0.00	\$0.00	\$27,057.18
IQ Publication Costs	\$1,854.37	\$2,239.22	\$9,234.94	\$1,852.34	\$5,190.74	\$7,411.90	\$9,086.66	\$5,013.54	\$930.00	\$2,546.66	\$3,878.32	\$9,121.82	\$58,360.51
Marketing	\$697.50	\$0.00	\$0.00	\$588.75	\$900.00	\$3,427.50	\$0.00	\$0.00	\$705.87	\$1,464.63	\$360.74	\$104.01	\$8,249.00
National - Conference & Event Costs	\$0.00	\$0.00	\$0.00	\$395,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$395,000.00
Subscriptions & Memberships	\$0.00	\$1,363.64	\$0.00	\$0.00	\$1,272.73	\$0.00	\$0.00	\$1,250.00	\$0.00	\$0.00	\$0.00	\$1,250.00	\$5,136.37
Total Cost of Sales	\$2,551.87	\$15,158.99	\$9,234.94	\$400,113.27	\$8,038.29	\$12,044.85	\$9,886.16	\$16,240.82	\$1,807.69	\$4,011.29	\$4,239.06	\$10,475.83	\$493,803.06
Gross Profit	\$39,951.20	\$51,372.33	\$33,265.06	\$156,078.37	\$37,789.57	\$30,720.60	\$41,535.43	\$52,947.01	\$45,682.03	\$38,699.95	\$40,082.53	\$32,173.36	\$600,297.44
Less Operating Expenses													
Accounting Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,200.00	\$2,400.00
Administration Charges	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$12,000.00
Advertising & Marketing	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$3,600.00
Audit Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,000.00	\$0.00	\$0.00	\$9,000.00
Bank Charges	\$26.97	\$11.00	\$16.54	\$37.08	\$44.83	\$258.69	\$15.88	\$25.70	\$19.78	\$50.43	\$72.52	\$100.88	\$680.30
Board & Director Expenses	\$2,800.00	\$2,800.00	\$2,800.00	\$2,800.00	\$2,800.00	\$2,800.00	\$2,800.00	\$2,800.00	\$2,800.00	\$2,800.00	\$2,800.00	\$2,800.00	\$33,600.00
Contractor Payments	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$72,000.00
Corporate Governance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$146.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$146.00
Information Technology	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$21,600.00
Insurance	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$3,600.00
Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$5,000.00
Merchant Fees	\$2,370.95	\$2,807.41	\$510.71	\$534.68	\$159.57	\$120.00	\$120.00	\$707.66	\$442.21	\$1,014.42	\$753.81	\$1,971.70	\$11,513.12
Printing and Stationery	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$80.00	\$960.00
Rent & Outgoings	\$2,200.00	\$2,200.00	\$2,200.00	\$2,200.00	\$2,200.00	\$2,200.00	\$2,200.00	\$2,200.00	\$2,200.00	\$2,200.00	\$2,200.00	\$2,200.00	\$26,400.00
Software Subscriptions	\$950.00	\$950.00	\$950.00	\$950.00	\$950.00	\$950.00	\$950.00	\$950.00	\$950.00	\$950.00	\$950.00	\$950.00	\$11,400.00
Staff Amenities	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$200.00	\$2,400.00
Staff Travel Accommodation and Meeti	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$3,600.00
Superannuation	\$2,552.33	\$2,552.33	\$2,552.33	\$2,552.33	\$2,552.33	\$2,552.33	\$2,552.33	\$2,552.33	\$2,552.33	\$2,552.33	\$2,552.33	\$2,552.33	\$30,628.00
Telephone & Internet	\$307.37	\$661.18	\$492.83	\$160.25	\$1,159.93	\$1,728.11	\$1,009.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,519.40
Training and Development - Staff	\$477.27	\$1,800.00	\$0.00	\$0.00	\$880.00	\$0.00	\$0.00	\$106.36	\$0.00	\$0.00	\$0.00	\$0.00	\$3,703.63
Wages & Salaries	\$26,866.67	\$26,866.67	\$26,866.67	\$26,866.67	\$26,866.67	\$26,866.67	\$26,866.67	\$26,866.67	\$26,866.67	\$26,866.67	\$26,866.67	\$26,866.67	\$322,400.00
Workers Compensation	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$175.00	\$2,100.00
Total Operating Expenses	\$48,706.56	\$50,803.59	\$46,544.08	\$46,256.01	\$47,768.33	\$51,916.80	\$46,669.61	\$46,363.72	\$45,985.99	\$55,588.85	\$46,350.33	\$51,296.58	\$584,250.45
Operating Profit	-\$8,755.36	\$568.74	-\$13,279.02	\$109,822.36	-\$9,978.76	-\$21,196.20	-\$5,134.18	\$6,583.29	-\$303.96	-\$16,888.90	-\$6,267.80	-\$19,123.22	\$16,046.99
Non-operating Expenses													
Income Tax Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500.00	\$4,500.00
Total Non-operating Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,500.00	\$4,500.00
Net Profit	-\$8,755.36	\$568.74	-\$13,279.02	\$109,822.36	-\$9,978.76	-\$21,196.20	-\$5,134.18	\$6,583.29	-\$303.96	-\$16,888.90	-\$6,267.80	-\$23,623.22	\$11,546.99

RIMPA 2018-2019 OVERALL ACCOMPLISHMENTS

OBJECTIVE FINANCE & OPERATIONS

- ✓ Introduction of new revenue streams
 - Job Board
 - Training Workshops
- ✓ Regular financial reporting to board and branches
- ✓ Invested in
 - New membership Database (membes)
 - Company rebranding
 - New and improved website
 - Skilled staff

OBJECTIVE INCREASING MEMBERSHIP PRIDE IN RIMPA

- ✓ Delivery of 50 training workshops to over 240 participants to both capital city and regional areas across Australia
- ✓ Live streaming of events in three states
- ✓ INFORUM 2018 – Hobart 160 delegates, 30 speakers, 60 trade sponsors
- ✓ Involvement in vocational course material accreditation review
- ✓ Introduction of National sponsorship options for long term vendors (Ezescan).
- ✓ Planning for chapters in NT and Community of Practice Group in Townsville.
- ✓ MOU with InfoGov ANZ
- ✓ Increased social media footprint with 1340 Facebook followers, 43 Instagram followers, LinkedIn 3050
- ✓ Formal mentoring program
- ✓ Commenced planning of National RIMPA Noobs Program

OBJECTIVE PEOPLE & GOVERNANCE

- ✓ Constitutional redraft awaiting approval by members
- ✓ Major rewrite of RIMPA policies
- ✓ Governance training for Board and GABA Branch Persons
- ✓ Appointment of General Manager
- ✓ Skilled RIMPA staff

2019 – 2020 PLANNED OBJECTIVES

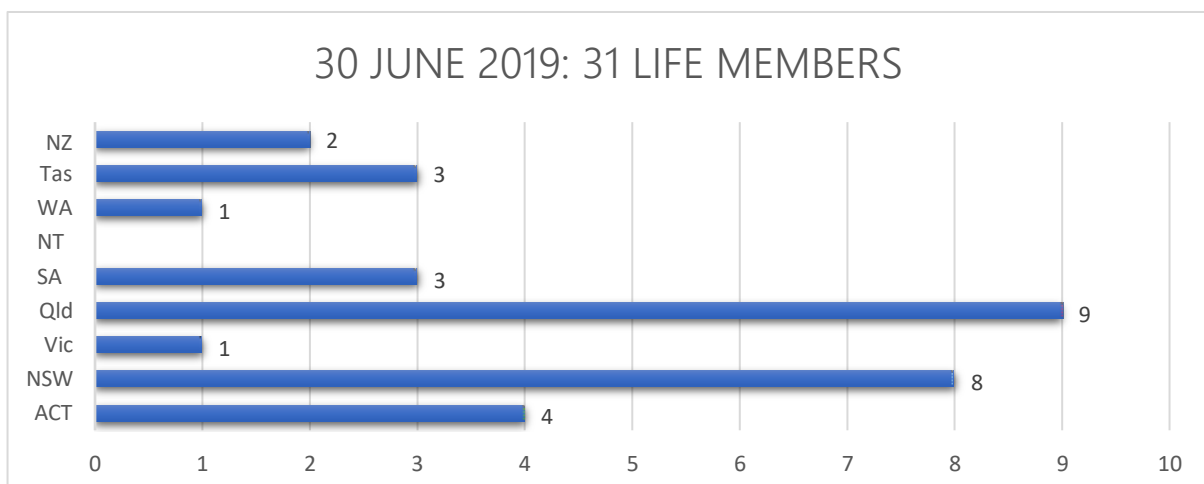
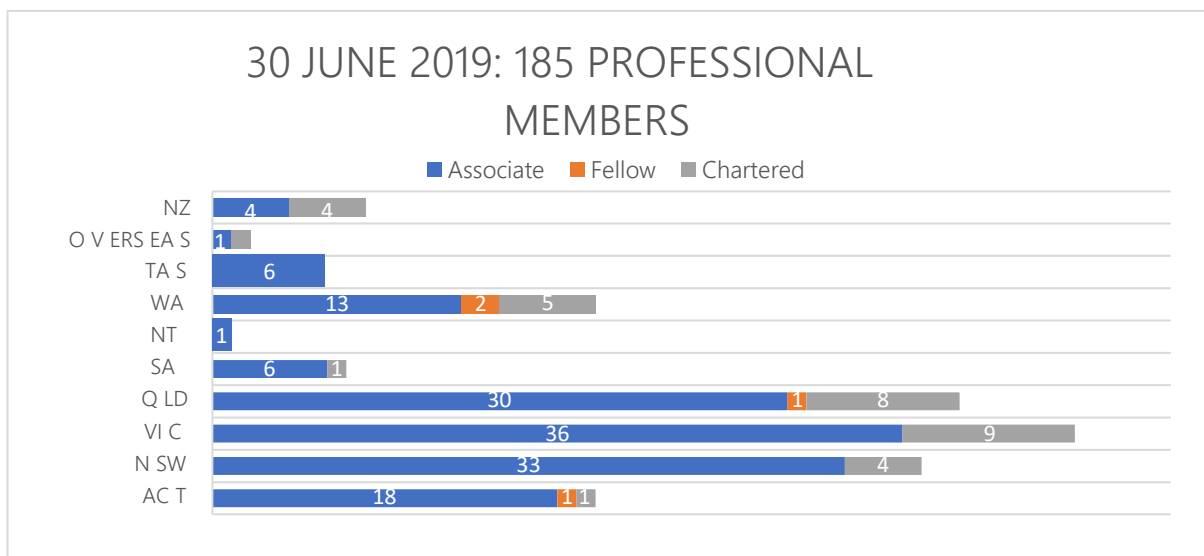
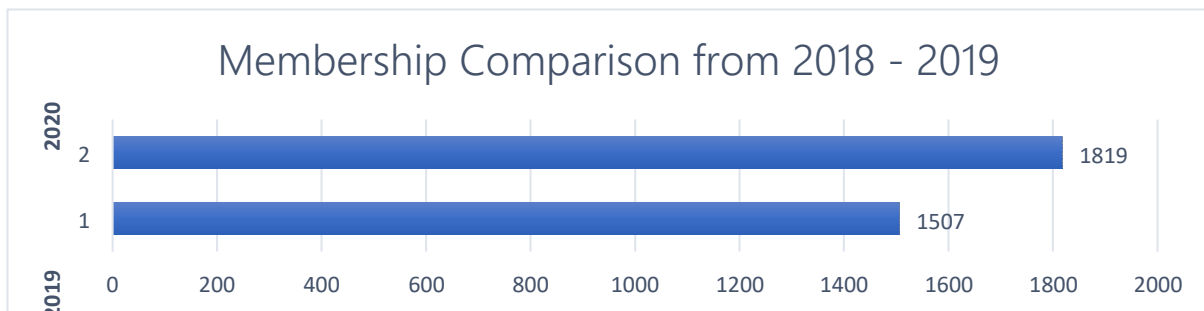
PLANNED OBJECTIVES

- Approved expenditure to commence the establishment of an RTO
- Commencement of NT Chapter
- Expand RIMPA membership into non-traditional markets
 - Not for Profit associations
 - Legal Profession
 - Construction Document Controllers
- Develop & sell product templates for non-traditional markets:
 - Classification schemes
 - Retention schedules
 - Policy templates
- Increase vendor engagement
- Collaboration with international records & information counterparts commencing in October 2019
- Commencement of National Noobs Program

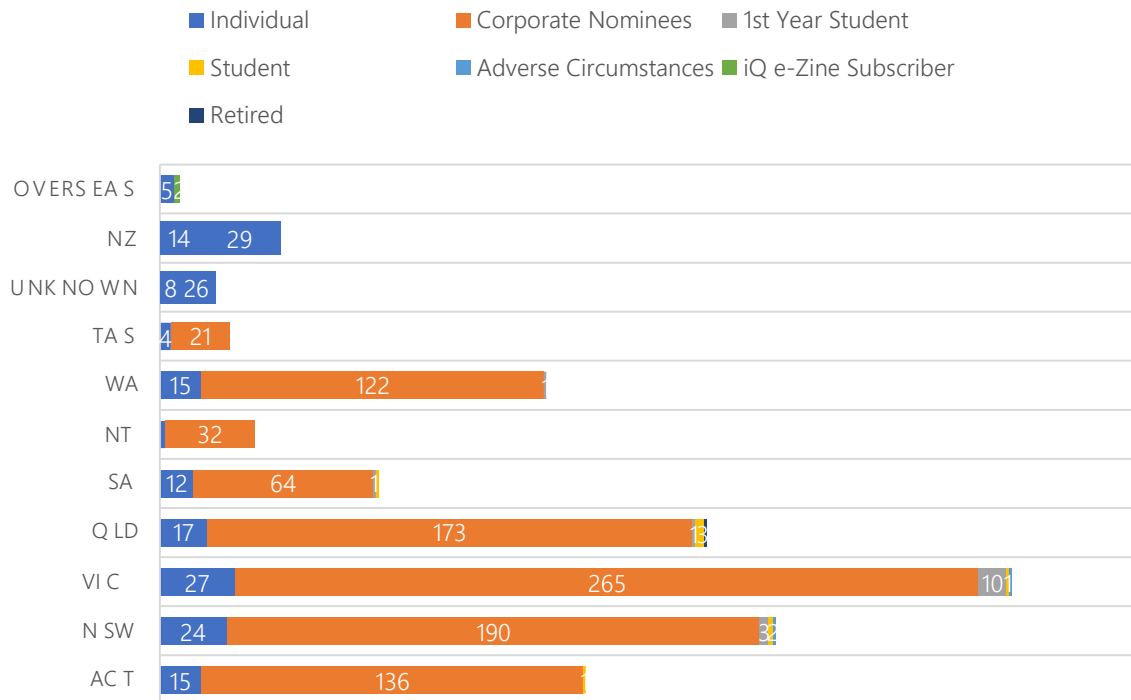
MEMBERSHIP UPDATE

Total Active Membership: 1819 Members

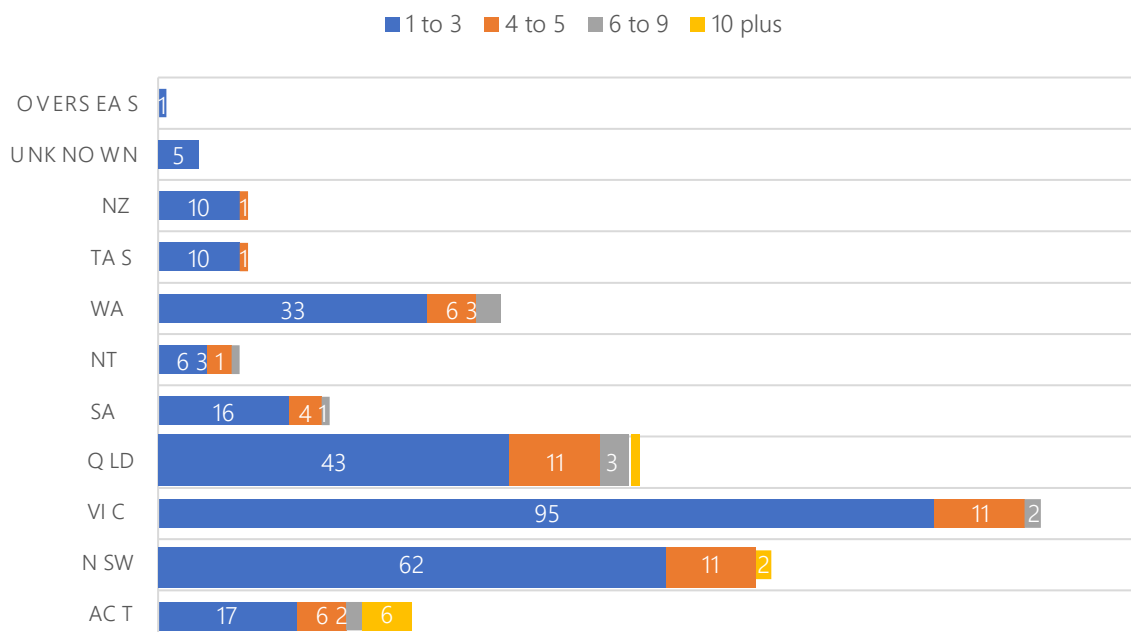
2017 - 2018 Membership	1507 Active Members
2018 - 2019 Membership	1819 Active Members



30 JUNE 2019: 1230 INDIVIDUAL MEMBERS



30 JUNE 2019: 373 CORPORATE MEMBERSHIPS



GABA BRANCH REPORT

Janine Morris

I am pleased, on behalf of the GABA Branch to present the Annual Report on operational activities for the year 2018/19.

Year at a Glance

There has been a high level of focus on establishing and improving the governance framework which supports RIMPA and its members. One of these key focusses has been around the visibility over finances from the Company and Branches, including clear delegations of authority, upgrades to core systems which reduce complexity for members, improving the quality of data and using analytics to help drive further improvements for our members. We are focusing on delivering better outcomes for our members and developing those who support the company through initiatives such as professional development, establishing clear key performance indicators and performance measures.

The key achievements for the GABA Branch for 2018/2019 include:

- Establishment of a continuing professional development (CPD) program;
- New professional membership upgrade processes, procedure and tools to support consistency; and
- Review and update of the RIMPA governance framework. This activity will continue as a regular element of the GABA Branch to ensure RIMPA is operating as effectively as possible.

The most notable achievement for GABA was the full review of the Constitution. The Constitution is outdated, difficult to read, and complex to understand. It was important to the future of RIMPA and good governance that regulator recommendations were considered as well.

The review took an approach which removed legal terminology and jargon, simplified phrases, clarified roles responsibilities and expectations and defined some clear timeframes. Supported by an expert review as well as the GABA Branch resulted in the approval and endorsement by the RIMPA board.

Branch Council 2018/2019

Lisa Read White – Director & President

Janine Morris – President (as of April 2019) & Counsellor

Anne Cornish – Counsellor

Nicole Lewis – Counsellor

Nancy Taia – Counsellor

Lydia Lorient - Counsellor

David Moldrich - Counsellor

Time Newbegin - Counsellor

David Pryde – Counsellor

Peta Sweeney – Counsellor

Paul Fechner – Counsellor

Presidents End Note

2018/2019 was an incredibly busy year. Big governing frameworks were reviewed and approved with some major changes made to the way we think and how we want to position ourselves in the market. The belief is that the momentum will continue, and we look forward to what we can achieve in the year ahead.

AUSTRALIAN CAPITAL TERRITORY BRANCH REPORT

Jenny Burgess

I am pleased, on behalf of the ACT Branch to present the Annual Report on operational activities for the year 2018/19.

Year at a Glance

- The past 12 months have been quieter than usual for the Branch. Our main highlight was the recent IAM Event - Licence to Destroy. We very much appreciated the support and attendance, of Dani Wickman - Director of Territory Records Office, Matt Lyons - NAA, and Maureen Lipinski IM Consultant and past President of ACT Branch, MC by Matt Jordan – iCognition.
- Contributed towards National documentation, including the Tune Review.
- Upgrade of three members to Associate level as part of their Professional Development and recognition of years of hard work in our profession. We also nominated two long-standing RM professionals for Life Membership, Kate McCarthy and Stephanie Ciempka-Kaufhold.
- A networking evening was held to enable members to attend outside working hours and get to know Council members and meet our vendors. Branch Councilors strongly encouraged members to attend.

Branch Council

The branch worked hard to support the membership in ACT. We focused our support on upgrading professional members and making ourselves available to talk to (concerned) members. We only received full support of the members for the Board and our Branch Council. The delivery of our networking and professional opportunities would not be possible without a strong and committed Branch Council and I am most indebted to the dedication of our Councillors. Thank you to all Branch Council for their service during the year. Membership continues to be a focus for the Branch. We have a marked increase in Corporate memberships this year, due to the new fee structure and the affordability of sending staff to events for training and development. We will engage further with our new corporate members in the coming months.

Professional Development

The Branch continues to offer a strong and comprehensive professional development program. We will continue the half day format to provide members and guests with the opportunity to attend at least one event. Networking with colleagues and business connections presents enormous opportunity for fellowship and conversation.

Awards and Recognition

The Rob Barnett Branch Award continues to recognise excellence across the records and information management industry in ACT. The Rob Barnett Branch Award celebrates the success of projects that excel in raising professional standards, demonstrating the value of recordkeeping and the RIM profession as a whole.

The Rob Barnett Award recipient for 2017/18 was: The Commonwealth Agency: Australian Fisheries Management Agency (AFMA)

The ACT Branch recognised and support this agency for the National awards

Partnerships

The Branch continues its industry commitment and promotion of records and information management through ongoing relationships. Our association with The National Archives is strong and they continue to support us when staging events and programs. RIMPA has also initiated new agreements with ALIA and ASA. The Branch also continues to have meaningful, ongoing dealings with industry partners and vendors.

Presidents End Notes

The ACT Branch will continue to provide member benefits in 2019/20 in line with the RIMPA strategic plan.

NEW ZEALAND BRANCH REPORT

Katherine Clarke

I am pleased, on behalf of the NZ Branch to present the Annual Report on operational activities for the year 2018/19.

Year at a Glance

We began the term with a New Zealand (NZ) environmental survey and strategy presented to the RIMPA Board in October; followed by a NZ branch paper advocating for the value of, and improved access to, the IQ magazine in December.

Events included a March Education and Career focused lunchtime event videoed for regional members, and the June celebratory NZ Excellence Awards featuring a keynote speech on leadership by the former NZ Chief Archivist Diane Macaskill. We created the Inaugural Awards between February and June including the securing of Awards sponsorship funding from the Open Polytechnic of NZ and Victoria University of Wellington.

Kerri Siatiras won the *Dianne Macaskill Outstanding Individual Award* and Tangi Maihi the *Dr. Gillian Oliver Outstanding Student Award*. The Awards Judges commented on the quality of nominees.

We made two sector consultations on behalf of New Zealand members in 2018, and continued R/IM advocacy on the Open Polytechnic of NZ Library and Information Advisory Group. We guest presented on the value of R/IM and practitioners at two on-line lectures for students at Victoria University of Wellington.

The IQ magazine regularly included New Zealand content, including a magazine cover featuring the NZ Chief Archivist with an associated interview.

Branch Council 2018/2019

Katherine Clarke (President)

Bruce Symondson (Councillor)

David Pryde (Director)

Trish O’Kane (Partial term – Membership; then events)

Dr Eric Boamah (Councillor)

Michael Steemson (IQ advocacy)

Dr Maja Krtalić (Partial term) (Councillor)

Presidents End Note

The continuation and development of New Zealand activities is dependent on volunteer contributions.

NEW SOUTH WALES BRANCH REPORT

Nicole Lewis

I am pleased, on behalf of the NSW Branch to present the Annual Report on operational activities for the year 2018/19.

Year at a Glance

The past 12 months saw the branch hold one successful Sydney Seminar during Information Awareness Month in May, as well as a small Christmas event. The focus for the year was to turn the feedback received by members into informative events. However, due to a number of factors; we were unable to deliver any further events.

Branch Council 2018/2019

I would like to thank our NSW Company Director, Rebell Barnes for his continued support during the year. I would also like to thank the Branch Councillors for their support and commitment during the year.

Company Director	-	Rebell Barnes MRIM
President	-	Nicole Lewis ARIM
Councillor	-	Jade Reed ARIM
Councillor	-	Narelle Haken ARIM
Councillor	-	Rani Abeyasinghe ARIM
Councillor	-	Lyvern Slender ARIM
Councillor	-	Sandra McLean ARIM
Councillor	-	Noreen Power O'Niell
Councillor	-	Jordan Lewis-Stark

Partnerships

The Branch has been fortunate to be supported by some wonderful vendors who continue to provide sponsorship to our events every year. Without these sponsors, our events would not be financially viable.

Presidents End Note

Although 2018/2019 has been a difficult year for the branch in terms of delivery of events, I am thankful to all the members and the Branch Council for their support and I look forward to a more fruitful event calendar for the coming year.

The future direction of the Branch is to provide support and events for all members throughout NSW and to advocate for increased membership through open communication, collaboration and partnerships. To enable the successful delivery of events, we welcome support by our members within NSW in attending events, volunteering to give a presentation or case study or simply providing suggestions on speakers or topics you are interested in.

Finally, I am thankful to Anne Cornish, Jo Kane and Tynelle Spinner as well as the Board in the great work they have been delivering over the last 12 months.

QUEENSLAND BRANCH REPORT

Nancy Taia

I am pleased, on behalf of the QLD Branch to present the Annual Report on operational activities for the year 2018/19.

Year at a Glance

The past 12 months has been a success for the Branch with highlights such as:

- Maintaining an ongoing professional development program that was well supported;
- Great working relationships with stakeholders including Queensland State Archives, industry partners and vendors;
- Ongoing sponsorship of our key events;
- 369 people attended our events this year, an increase of 36% from last year; and
- A positive financial position.

Branch Council 2018/2019

Company Director	-	Anne Cornish MRIM & Peta Sweeney FRIM
President	-	Nancy Taia MRIM
Vice President	-	Janine Morris MRIM
Secretary	-	Keith Davis ARIM
Newsletter Coordinator	-	Peta Sweeney FRIM
Membership and Status Coordinator	-	Meryl Bourke MRIM
Professional Development Coordinators	-	Gunta Bajars MRIM & Veronica Pumpa MRIM
Chapter Delegate to Branch Council	-	Anne Cornish MRIM & Meryl Bourke MRIM
Councillor	-	Nicole Mathison

Membership in Qld continues to grow, and we have been pleased to see an increase in our professional members and status upgrades over the past 12 months. I'd like to acknowledge the following members:

New professional members

Nino Borka ARIM
 Helen Clarke ARIM
 James Cooke ARIM
 Sharlene Dows ARIM
 Demos Gougoulas ARIM

Upgrade Membership status

Gunta Bajars MRIM
 Megan Cappelleri MRIM
 Janine Morris MRIM
 Gavin Parton MRIM
 Nancy Taia MRIM

With Julie Apps being honoured with Life FRIM membership.

Presidents End Note

Coming to the end of my first term as the Qld Branch President, it has been a privilege to lead the Qld Branch Council out the other side of the turmoil that surrounded RIMPA in my first year. I hope my guidance of the Branch Council has enhanced RIMPA in Qld and look forward to the new and exciting direction the coming year will bring with the new configuration changes to the Branch and Chapter.

QUEENSLAND CHAPTER

Meryl Bourke

I am pleased, on behalf of the Qld Chapter Branch to present the Annual Report on operational activities for the year 2018/19.

Year at a Glance

The Chapter held three events during the year with the first event being a full day meeting, which included the annual general meeting and was hosted by Queensland State Archives in July 2018. We then held our two-day symposium at 'Peppers', Kingscliff in November 2018 and the third event hosted by University of QLD, St Lucia Campus on the 19th March 2019.

Our key initiative of sponsoring a regional/remote agency to attend the Symposium continued with Janine Sutton from Cloncurry Regional Council being the nominee for this year. Janine wrote an article on her experience of her first Symposium for the monthly RIMPA News – December 2018.

This year the Chapter worked through three significant actions, our name change, to "Qld Chapter", the Chapters 21st birthday and the new direction for the chapter in collaboration with the Qld Branch Council. This new focus sees the Chapter take on new roles and responsibilities, including professional development and events for the whole Queensland.

A review of the Chris Simpson Medals this year saw new categories as the Chapter worked with the Qld Branch to ensure the Qld Awards were aligned. The winners of the 2018 Chris Simpson Medals for 2018 were the Outstanding Individual Contribution – Gabrielle Ingram and the Outstanding Individual Mentoring – Megan Cappelleri.

Branch Council 2018/2019

President	-	Meryl Bourke MRIM
Vice President	-	Amanda Day
Secretary	-	Nancy Taia ARIM
Marketing Officer	-	Nino Borka
Delegate to Qld Branch	-	Anne Cornish
MRIM Councillor	-	John Van der Zant
Councillor	-	Josephine Marsh
Councillor	-	Louise Thomson
Councillor	-	Brendan Felstead

Annual Symposium

The Chapter Symposium was held in Kingscliff, NSW in November 2018 and attracted over 60 delegates. Our theme 'Creating Connections and Crossing Borders' was well received.

Presidents End Note

The Chapter continues to remain strong and has a good foundation of committed and dedicated Council members. The success of the Chapter always rests on the dedicated Council, so I will never get tired of thanking the Chapter Council for their support, hard work and commitment during the year.

With the election of the Chapter Council for 2019/20, I look forward to working again as part of a dynamic, passionate and professional group and to seeing what this new Chapter will bring to our members and records professionals alike.

SOUTH AUSTRALIA BRANCH REPORT

Kristen Keley

I am pleased, on behalf of the SA Branch to present the Annual Report on operational activities for the year 2018/19.

Year at a Glance

2018/2019 saw the SA Branch Council offer a small number of events which were relatively well attended, these included:

- Several Catch Up Networking lunch events
- Full day SA Branch state seminar held on 24 October 2018 at the Hotel Grand Chancellor (43 attendees)
- SA Branch End of Year Networking Breakfast with Speaker, Luca Gnedza from Taptu held at Caffe Amore on 5 December (16 attendees)
- A SA State Records Update presentation held on 6 March at the State Admin Centre (25 attendees)
- Digital Disruption half day seminar and networking lunch on 29 May 2019 held at the Hilton Hotel (33 attendees)

There has been a great deal of planning behind the scenes for the joint celebration of RIMPA's 50th Anniversary and State Records SA's 100th Anniversary.

In addition, the SA Branch Council are pleased to announce their support of the inaugural and future Bernadette Bean South Australian Records Management Service Excellence Award through the inclusion of a Branch representative on the awards judging committee. Automatic inclusion of the award winner in the RIMPA National J Eddis Linton Awards in the appropriate category will include a \$150 prize to be used on SA RIMPA events, and a 12-month individual RIMPA membership.

Branch Council 2018/2019

Bonita Kennedy – Company Director

Kristen Keley – Branch President

Maryann Galloway – Minute Taker

Paul Fechner

Donna-Maree Findlay

Helen Onopko

Brigitte Stephen

Anethea Ulvestad

Ildiko Lizak (*resigned February 2019*)

Helen O'Brien (*resigned February 2019*)

TASMANIA CHAPTER REPORT

Heather Ragg

I am pleased, on behalf of the Tas Chapter to present the Annual Report on operational activities for the year 2018/19.

Year at a Glance

Since officially (re)forming as a Chapter at the end of January 2019; the Tasmanian Chapter has held an annual major event, the Tasmanian State Seminar 2019: Bringing Records Professionals Together incorporating the AGM and re-election of the Chapter Council, on Wednesday 7 August 2019. The event had strong attendance (approximately 35 individuals throughout the day). Earlier in the year I attended the local FYB event (FREE26) and was given the opportunity to advertise our Chapter and RIMPA's renewed presence in Tasmania. Future endeavours will include holding smaller, less formal quarterly event sessions and building our network of RIMPA members and "Friends of Tassie Chapter" interested parties.

Branch Council 2018/2019

Michael Adams (Department of State Growth)

Phill Dance (Acrodata)

Steve Ktori (Acrodata)

Edward Hayes-Newington (ZircoData)

Michele Nissink (Hydro Tasmania)

Julie Wright (Hydro Tasmania)

Heather Ragg, Chapter President (ANMF Tasmanian Branch)

Janet Henderson & Sally Murdoch (Rep from Office of the State Archivist)

Presidents End Note

Due to the small size of the workforce in Tasmania, in the 2019/2020 financial year the Tassie Chapter is hoping to; expand the RIMPA presence by providing relevant / useful events and explore collaboration / partnerships with fellow information professional organisations.

VICTORIA BRANCH REPORT

David Nowlan

I am pleased, on behalf of the Vic Branch to present the Annual Report on operational activities for the year 2018/19.

Year at a Glance

The 2018/19 year saw the Victorian Branch lock in some of the gains of the previous year however the Branch still faces significant challenges.

Highlights of the year included

- A highly successful State Seminar which sold out with over 100 attendees and excellent sponsor support
- The holding of four additional events
- Strong representation and support for records and information and management within industries and sectors through 3 chapters and special interest groups

The major highlight of the year was undoubtedly the State Seminar held in November 2018 at Victoria University. The event again sold out for the third year running with more than 100 people attending. For the fourth consecutive year, the event was enhanced by the participation of RIMPA Noobs volunteers performing tasks and through the event having a social media presence. For the second year running, the event featured short presentations from new professionals with Sian Sewell from Development Victoria and Lisa Jeffrey of Public Record Office Victoria delivering lively presentations that wowed the audience. Another highlight of the Seminar was the presence of records management icon Barbara Reed who came down from New South Wales to present.

In conjunction with our General Meeting held at the Royal Australasian College of Surgeons in July 2018, the Branch held an event featuring Jarrod Harvey presenting on "Automating your EDRMS."

The Branch held three social networking "pop up" events. These were held in the lead up to the 2018 State Seminar, Christmas and in association with Information Awareness Month.

Branch Council 2018/2019

- David Nowlan ARIM - President
- Graham Hawtin ARIM – Vice President (resigned June 2019)
- Tim Newbegin MRIM - National Director and Education Coordinator
- Kerri Ricketts ARIM – Secretary
- Jacqueline Borrett ARIM - Emergency Services Special Interest Group
- Emma Harding ARIM - RIMPA Noobs President (Resigned December 2018)
- Lydia Loriente ARIM - Councillor
- Simon Rawson MRIM - Councillor
- Bethany Sinclair-Giardini - MRIM Councillor
- Jarred Harvey - Councillor
- Sanibel Minero - Councillor
- Christine Holmes - Councillor Chapters and Special Interest Groups

Chapters and Special Interest Groups facilitated by the Branch included the RIMPA Local Government Chapter servicing and advocating for the Local Government sector. Alison Woollard and Heather Christie acted as Local Government Chapter Presidents throughout the year. The RIMPA Emergency Services Sector Special Interest Group servicing and advocating for the emergency services sector. Jacqueline Borrett acted as Presidents of this group throughout the year and the RIMPA Noobs servicing and advocating for new professionals. Emma Harding acted as the President of this group throughout the year. The Water Industry Special Interest group elected to cease their association with RIMPA during the year.

Presidents End Note

Recent changes enacted by RIMPA Board require Branches to plan what they intend to deliver and set goals that they intend to meet over a substantial period of time. Much of the Branch Council's resources towards the end of the 2018/19 year has been tied up with planning the 2019 State Seminar. With this having just been held at the time of writing, The Branch Council is freed up to plan ahead and deliver better services than ever before.

WESTERN AUSTRALIA BRANCH REPORT

Mimma Sardi

I am pleased, on behalf of the WA Branch to present the Annual Report on operational activities for the year 2018/19.

Year at a Glance

- August 2018 - General meeting
 - The WA Branch has continued to evolve over the past 12 months, from organising that first event in August 2018 with assistance from a small group of passionate volunteers, to working with the duly elected (and just as passionate!) WA Branch Councilors, it has been a pretty exhilarating and busy year.
- Dec 2018 - Christmas Sundowner and networking event
- Feb 2019 - *It's all about change*
 - Bronnie Coombes presented on the Neuroscience of Change, providing a fascinating insight into how our brains work, how and why we react the way we do to change and what impacts and motivates acceptance of change
 - Suparna Chatterjee drew from her own life experiences to highlight the challenges of facing changes that are often outside our control and the emotional impact this can have on us.
- May 2019 - *Office 365 and SharePoint as a Records Management System*
 - This event was part of celebrating Information Awareness Month and provided a very insightful session on Office 365, SharePoint and the use of these products in relation to managing records and delivered by Andrew Warland.
- July 2019 - *Honoring the past, shaping the future* (incorporating 2019 General Meeting)
 - Celebrating RIMPA's 50th birthday we looked at where we have come since RIM first started operating in WA as a branch in the late 1970s. The event was attended by some of the original founding Council members including Margaret Medcalf, Kandy Jane Henderson and Laurie Varendorff.

WA Council updated our Awards with four categories in place, two of which have been named after prominent IM professionals: Neil Granland Award (Outstanding Individual); RIMPA WA Excellence Award (Outstanding Group); Marita Keenan Award (Outstanding Student) and Black Swan Award (New Professional).

Branch Council 2018/2019

Suparna Chatterjee (Director)

Mimma Sardi (President)

Debbie Cutts (Vice President)

Vicki Mills

Emma Garbellini

Larry Knowles

Carolyn Atkinson

Gail Murphy

Geraldine Merrigan updated to Chartered Member

Presidents End Note

I would like to take this opportunity to thank my fellow Council members for all their efforts over the past 12 months. I look forward to continuing building on the successes we have achieved to date and working with the incoming Council members to bring our WA members relevant professional development opportunities in the year ahead and I envision exciting opportunities for information practitioners in the coming year.