

2018 ANNUAL GENERAL MEETING

MINUTES

State Room

Mercure Sydney International Airport

22 Levey Street, Wolli Creek, NSW

24 September 2018

1. Opening & Chairman's Welcome

The meeting was called to order at 5.06pm by the Chairman who acknowledged the traditional owners of the land. It was noted that there were 21 members present in the room plus 6 proxies and a number of members present on webcast.

2. Apologies

Apologies were received from Patron, Sir Peter Cosgrove, and member Jennifer Long and Director Kelly Lovely.

3. Declaration of proxies

A total of six proxies were declared as being held by Cameron Montgomery (4), Tony Mitchell (1) and David Segrott (1).

4. Declaration of Quorum

David Segrott – Company Secretary, declared that on the basis of members present and proxies declared that there were more than the required 20 members present, so the AGM could proceed.

5. Consideration of minutes of previous meeting (2017)

Patrick Murphy – SIA Chair formally presented the minutes of the previous AGM held in 2017 and asked if there were any questions in relation to the minutes. On the basis of there not being any questions Patrick put the minutes to the meeting for acceptance.

Moved: Patrick Murphy

Seconded: Naomi Kemp

Carried Unanimously

6. Presentation of Annual Report:

6.1 Chairman's report

Patrick Murphy, gave an overview of the written report included in the annual report taking some general questions from the floor.

6.2 Operations report

David Clarke, SIA CEO gave a detailed overview of his Operations Report, focussing on the Strategic Agenda, Capability Agenda, Policy Agency and Resources available and required to run the organisation. He then went on to outline the achievements in the past year as well as focus on the year ahead, including outlining the work on rebranding and specifically the Capability and Policy agendas in the areas of professional development, promoting high quality practice, the Global Capability Framework and increasing the partnerships that the organisation had.

He also outlined the feeling of a New Culture within the organisation focussing on the sense of progress within the organisation and the position that it held within the broader safety space.

6.3 Consideration of Financial Report

Nathan Winter, SIA Deputy Chair gave an overview of the financial component of the Annual Report and focussed on the slight increase in revenue between 2017 and 2018 and that despite the surplus for 2018 being down on 2018 the underlying financial performance was sound. He highlighted the fact that in the last four years there had been a significant turnaround in the financial performance of the organisation since the significant trading losses of 2013 and 2014.

He then went on to say that the report from the company's Auditors was positive and supported the overall performance of the company.

The three reports were then put to the meeting for acceptance.

Moved: Patrick Murphy

Seconded: Bryce McLaren

Carried Unanimously

7. Declaration of Directors Election

David Segrott, Company Secretary declared the outcome of the elections.

Company Secretary to confirm that the electoral process adopted this year was one of electronic and direct voting, with votes closed and tabulated as at 5:00pm Thursday 13th September 2018.

A total of 254 members voted with a total of 665 votes validly cast and one informal vote.

Results were:

Candidate	Votes
Christine EDWARDS	131
Martyn CAMPBELL	92
Marissa DREHER	133
Tim FLEMING	111
Roberto GARCIA	61
Stephen THOMAS	67
Roger FAIRFAX	70
Total	665

David Segrott declared that Marissa Dreher, Christine Edwards and Tim Fleming elected as Directors of the Safety Institute of Australia Ltd. for the period of 3 years.

Chair of the SIA Patrick Murphy then thanked the outgoing Directors, Cameron Montgomery and Kelly Lovely and Independent Director, Victoria Taylor.

- Cameron has just completed his third term as director (having been on the Board for 6 consecutive years (1 x one year term (prior to the constitutional change) + 1 x 2 year term + 1 x 3 year term). Cameron will continue to be heavily involved with the Victorian branch committee.
- Unfortunately Kelly Lovely could not be here with us tonight. Kelly is completing her term as director but will continue to be involved in the Women in Safety and Health committee.
- Victoria Taylor completed her tenure as an Independent Director on 30 June this year. We would like to take this opportunity to thank Victoria for her service and contribution during the past 3 years and wish her every success for the future.

8. Appointment of Auditor for 2018/19

Nathan Winter – SIA Deputy Chair introduced a motion to appoint Moore Stephens as auditors for the SIA for the 2018/19 financial year.

Moved: Nathan Winter

Seconded: Roger Fairfax

Carried Unanimously

9. Other Business: There was no other business.

10. Close of meeting

Meeting was formally closed at 5.53pm.



Patrick Murphy

Chair

24 September 2018