

Canberra Business Chamber Ltd

ACN 600 390 538

**Minutes of the Annual General Meeting
Held on Tuesday 19th November 2019 at the Chamber offices
Level 3, 243 Northbourne Avenue, Lyneham ACT**

A list of persons present, represented by proxy, and apologies is attached at the end of this document.

Meeting opened at 4.17pm with the Chair of the Canberra Business Chamber, Archie Tsirimokos, presiding.

1. Welcome, Introductions, Apologies

The Chair opened the meeting and welcomed attendees.

2. Confirmation of 2018 AGM Minutes

The meeting minutes of the last Annual General Meeting, held on Wednesday 21st November 2018, were noted.

Moved: Craig Sloan/Richard Snow

That the minutes of the 2018 AGM be accepted as a true and accurate record.

Carried.

3. Consideration of the 2018-19 Annual Report

The Chamber's annual report for the 2018-19 financial year, encompassing the financial statements and director's report, was presented and discussed.

The Chairman briefly outlined the key activities and focus of the board, and its future objectives and strategies

The Chamber CEO, Dr Michael Schaper, gave a presentation outlining and explaining major elements of the Annual Report, as well as an update on the current financial, membership and advocacy work of the Chamber.

Moved: Sarah Rajic/Keith Cantlie

That the Annual Report be accepted and endorsed.

Carried.

4. Consideration of the Auditor's Report

Rodney Miller (RSM) spoke to the Auditor's Report, which was contained within the 2018-19 Annual Report.

Moved: Sarah Rajic/Domenic Stramandinoli

That the Auditor's Report and financial statements be accepted and endorsed.

Carried

5. Election of Board Directors

As required under section 9 of the Constitution, the ballot for three (3) directors elected by the members, each to serve a three-year term, was conducted. The candidates were:

- Russell Avis
- Keith Cantlie
- Suzanne Gearing
- Don Grgic
- Hrvoje (Hal) Hancevic-Grabic
- Carrie Leeson
- Scott Leggo
- Michele Robinson
- Craig Wagstaff

The count of the vote was conducted by Chamber staff under the direction of the CEO. A total of 95 members voted, either by proxy or in person. At the conclusion of the meeting, the Company Secretary, in his capacity as Returning Officer, reported that the following persons had been elected:

- Keith Cantlie
- Carrie Leeson
- Scott Leggo

6. Appointment of Auditor for The 2019-20 Financial Year

The meeting considered the appointment of an auditor for the current financial year, and the board’s recommendation that RSM be appointed to the position.

*Moved: Sarah Rajic/Domenic Stramandinoli
That RSM be appointed as the Chamber’s auditor for the 2019-20 financial year reporting requirements.
Carried*

7. Consideration of Changes to the Constitution

The considered and voted upon the proposed changes to existing sections 9.1 and 11.1 of the Constitution, as shown below.

Current	Proposed
<p>9 BOARD 9.1 Membership of the Board</p> <p>(a) Elected by Members (i) The Board will consist of nine (9) directors elected by the Members in accordance with clause 10 who will each serve a term of three (3) years. (ii) A director may serve no more than two (2) consecutive terms.</p> <p>(b) Appointed by Board The Board may appoint up to three (3) directors who must be a Member or Representative on terms it considers appropriate.</p>	<p>9 BOARD 9.1 Membership of the Board</p> <p>(a) Elected by Members (i) The Board will consist of nine (9) directors elected by the Members in accordance with clause 10 who will each serve a term of three (3) years. (ii) A director may serve no more than two (2) consecutive terms.</p> <p>(b) Appointed by Board The Board may appoint up to three (3) directors who must be a Member or Representative on terms it considers appropriate. <u>A director appointed under this provision may serve only for one year at a time and serve for a total of no more than three consecutive years.</u></p>
<p>11 OFFICE BEARERS 11.1 Chair and Deputy Chair</p>	<p>11 OFFICE BEARERS 11.1 Chair and Deputy Chair</p>

(a) The Board will, at the first meeting of the Board after the date this constitution is adopted by the Company, elect from its members a Chair and two Deputy Chairs who will hold office for the period they serve as directors of the Board.

(a) The Board will, at the first meeting of the Board after each Annual General Meeting, elect from its members a Chair and a Deputy Chair who will hold office until the conclusion of the next Annual General Meeting.

*Moved: Domenic Stramandinoli/Keith Cantlie
That the constitutional changes be adopted.
Carried.*

The Chairman declared both constitutional changes carried by the requisite $\frac{3}{4}$ majority required under the Constitution and under the *Corporations Act*.

8. General Business

No items were raised.

Meeting closed at 4.58pm.

ATTENDANCE

Attended in Person:

Archie Tsirimokos – Chair & board member/Meyer Vandenberg
Keith Cantlie – Deputy Chair & board member/Cantlie Recruitment
Sarah Rajic – Board member/Capital Recruit
Richard Snow – Board member/Canberra Airport
Craig Sloan – Board member/KPMG

Russell Avis – Avis Consulting
Anthony Brierley – Australian Hotels Association
Athol Chalmers – Burns Club
Khushwant Dhanwa – Truefitt & Hill
Travis Doherty – Village Building
Ben Duggan – Ben Duggan
Suzanne Gearing – Bragging Rights
Don Grgic – Business Boost Centre
Hrvoje Hancevic-Grabic – Cozy Containers
Leanne Howse – Centre for International Economics
Liz Huang – Welcome Legal
Elmo Jacob – Newton
Kathy Kostyrko – Hays
Scott Leggo – Scott Leggo Gallery
Liz McRae – National Museum of Australia
Tasneem Memon – Cognidius Solutions
Rodney Miller – RSM Australia
Beth Murdoch – MY Adelina Cleaning Services
Brendon Prout – Canberra Convention Bureau
Kristine Riethmiller – Vu Ja De Partners
Michele Robinson – Capital Chilled Foods
Domenic Stramandinoli – Nexis Accountants
Cam Sullings – Presenting Cam Sullings

Andrew Sutton – Sutton Rec
Alan Tse – Altina Drinks
Craig Wagstaff – Canberra FM Radio
Jenine Woodman – Lifeline Canberra

Staff Members Present:

Dr Michael Schaper – CEO, Canberra Business Chamber
Kate Holland – Chief Operating Officer
Graham Catt – Special Projects Manager
Dinko Colak – Trade Manager
Renessa Gray – Workplace Relations Manager
Mandeep Kaur – Membership Manager
Meredith Brown – Events Manager
Liz Howarth – Healthy Choices Canberra Manager
Sean Gladman – Admin Officer

Represented by Proxy:

Petr Adamek – CBR Innovation Network
Jessica Adelan-Langford – Adelan-Langford

James Anderson -City News
Matthew Andrews – CPA Australia
Marcelino Aviles – Embassy of Panama
Peter Bauerhuit – Bauerhuit Accounting Services
Samuel Calabro – Canberra Metro Pty Ltd.
Danielle Cleary – Danielle Cleary Events
Linus Cole – Sunline ACT
Gaulene Coulton – Capital Health Network – ACT PHN
Peter Davie – Convergent Solutions Pty Ltd
Bronwyn Dawson – Gap Resource Management
Nathan Dunn – Belle Property Retail Canberra
Alexandra Elliott – ElliotGray
Maryanne Gore – Canberra Women in Business
Dean Goulder – Molonglo Financial Services
Marilyn Gray – MBE Business Service Centre
Melissa Haley – Conflict Resolution Services
Matthew Harper – Resilient Results
Jonathan Hawkins – Omni Executive
Harry Hoang – Tailored Accounts
Jas Hugonnet – M16 Artspace
Robert Issell -Xclusive Business Sales
Harry Konstantinou – Viva Leisure Operations
Amy Luttrell – Train with Aim
Lee Maiden – Communités@Work
Jack Masters - GWS Giants Football Club
Michael Matthews – Canberra Convention Bureau
Warren McCourt – Classical Capital Golf – Mundang Pty Ltd
John McGrath - McGrath Canberra Pty Ltd

Nicolas Mondou – The duMonde Group
Paul O’Keefe -Complete Staff Solutions
Susan Proctor – Proctor Legal
Michelle Robertson – RSPCA ACT
Tracy Ryan -Tracy Ryan Photography
Samantha Sainsbury – Canberra Times
Nicholas Samaras – Newstate Media
Suzanne Schultz – AICD
Maria Selleck – Maria Selleck Properties
Nicole Sides -ISIS Fertility
Deborah Shields -Canprint
Alison Slocum – Paddywack Promotional Products
Brendan Thomson – DFP recruitment
Myles Terry – BBMT
Andrew Topp – Capital Chemist
Leeanne Turner – MTAA Superannuation Fund (Sec Co)
Tammy Ven Dange – The Refoundry
Nicholas Williams – Design Mochi
Marco Xuereb – Focus ACT

Apologies:

Vicki Williams – Chamber board member/University of Canberra
Rowena Abbey – Chamber board member/
Vikram Sharma – Chamber board member/Quintessence Labs
Lorcan Murphy - Treasurer & board member/Canissa