



# Board of Directors

## ANNUAL GENERAL MEETING (AGM)

**Date:** Monday 30<sup>th</sup> April 2018 | 5:00pm

**Mode:** Annual General Meeting

**Location:** Tasman Room, Wrest Point, Hobart, Tasmania

**Chair:** Craig Hallam

**Present:** *Directors:* C Hallam, R Fisher, J Roberts, R Boyce, Bryan Gould

*Advisors:* C Hinton, A Tom, M Lodge

*Staff:* M Lee

*Members:* J Tolmie, R Sutton, N Larkin, D Heyburn, M Willcocks, D Williams, A Rankine, S Green, C Fry, J Young, Alice Rankine, Andrew Rankine, R Rankine, P Wesley, D Crook

**Apologies:** *None*

**Tabled Documents:** Minutes of meeting

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**Meeting Commenced:** 5:46pm

1. **Welcome and Apologies**

2. **Minutes from 2017 AGM**

**Moved:** Robert Sutton

**2<sup>nd</sup>:** Adam Tom

**Voted:** All in favour

3. **Matters Arising from Previous Minutes:**

**Not Tabled**

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### AGENDA ITEMS:

#### a) A brief report from the Chair of Arboriculture Australia Ltd

Association had another successful year but with some challenges. We were able to increase our cash on hand for the 2017 period which will be reported by the Treasurer, but also deliver one of the largest conferences we have ever held. The anniversary conference held in Canberra was a special event which will be remembered for many years to come. There was a lot of international speakers, strong support from our sponsors, great local speakers and great delegates.

The new structure of the association introduced in 2016 is now starting to work, the committees are becoming stronger and setting the strategic operational direction of the association. I believe the new executive committee structure introduced has strengthened the working relationships between the state and territory associations. From this the industry is moving forward in a mostly united front.

Our key innovations that the association is driving at the moment include:

A series of Minimum Industry Standards that somewhat align to each unit of competency in the AQF Arboriculture training units. By the completion of this project which will run over 2 years, it will produce just over 40 MIS documents.

Red Bull Branched Out was a great success story connecting our industry with the Mums and Dads of Australia and also the next young adult generation coming through. There were industry people at this event that have never attended anything in the past because they felt they would not fit in. The Facebook videos overall have exceeded 1 million views. The event also delivered a positive cash income to the association.

The Australian Industry Arborist licensing programme is slowly making progress. It is apparent that the industry wants the licence but are unsure of the benefits, a revamp of the brochure has occurred to overcome this issue.

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General information.

Membership is stable at the present but this is one area where the association needs to focus and grow our national membership numbers. One key attribute to stabilisation is the current decline of Hong Kong-based memberships that have expired and they have not renewed. At one stage we had around 130 Hong Kong members. As these members are dropping off we are gaining new Australian members keeping the association stable.

Arboriculture Australia has a pending legal claim from the NSW Freestyle TCC event held under the NSW Arboriculture Association (subcommittee of Arb Aus). A little girl was injured while playing on a jumping castle and her parents have filed a claim on behalf of their child. Arb Aus lawyer Michael Fotheringham believes this is not going anywhere at the moment and he has not received any more correspondence from the letter of our position on the matter. The problem arose when the committee 'dry hired' a jumping castle for the kids to play on which shifts liability to the association. For these activities it would have been far better to 'wet hire' and shift the liability to the owner of the castle or operator. The association is insured for this incident.

Craig Hallam advised this is definitely his last term as chair of the association. The association needs to find a new Chair within the next 12 months. In closing the Board of Directors will be hiring a new senior manager.

### **b) A brief report from the Treasurer of Arboriculture Australia Ltd & tabling of the 2017 financial report**

The 2017 financial report has been independently reviewed by the auditor, the 2017 Financial report will be posted on the Arboriculture Australia website next week.

I am pleased to report that the association's financial position continued to improve over the 2017 calendar year seeing the association generate around a \$60,000 profit.

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The association's annual turnover is continuing to grow. This is contributed to the size of the conference and tradeshow, the sponsorship being received to help the industry improve, the new event Red Bull Branched Out and other projects being delivered.

We continually struggle to employ competent bookkeepers. Over the past 12 months (2017) we have used the association's accountant to run the books for 6 months. This was costly, but we still have issues as even after the accountant has worked on our books there are issues being discovered. Next week the association has another new bookkeeper starting and hopefully we have found someone competent.

Due to the discovery of our current accountant's incompetence, the association is changing to a specialist accountant for the short term. The purpose is to have a specialist structure the MYOB correctly and then once in place and tested over a period of time, a new accounting firm will be appointed back in Adelaide. Director Robert Boyce has moved into the Treasurer's role and is putting a concerted effort into rectifying this problem and using a Melbourne-based accountant to fix the problems.

The appointment of a new manager pending and implementing a new stronger structure into the office will bring further improvement to the association's bottom line.

In closing, the financial position of the association is very strong with around \$350K in the bank at the end of 2017.

**c) Pre-notified questions from members**

None submitted to the office.

**d) Motions on notice**

No motions on notice. No nominations for Directors.

J Roberts stepping down as Director. Big thank you to Jim for his support and help; he has always been there for the association. All the best as the new CEO of Active tree Services.

**e) Other business**

None.



Board of Directors  
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**Next AGM: Next year's Conference.**

**Meeting closed: 5:56pm**