



Arboriculture Australia™

Annual General MEETING

Date: Monday 29 April 2013

Mode: Face to Face

Chairperson: Craig Hallam (Acting President)

Present: *Directors:* Louise Bennett, Keith Foster, Henry Haavisto, Mark Hartley, Kyle Hill, Craig Hinton, Allen Lim, Robert Stavrou, Hugh Taylor.
Staff: Christina Robertson

There were approximately 30 general members who attended the meeting. No list of members attending was recorded.

Apologies: *Directors:* None
Staff: Sharyn Lockwood

Tabled Documents: Minutes of the Annual General Meeting dated 30 April 2012.

Meeting Commenced:

1. Welcome and Apologies

2. Minutes from Previous Meeting

Motion: That the minutes of the Annual General Meeting of Arboriculture Australia, dated 30 April 2012 be accepted.

Moved: Hugh Taylor

2nd: Robert Stavrou

3. Matters Arising from Previous Minutes

No matters were raised.

4. Agenda Items

A) Presidents Report



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Presented by Craig Hallam

Craig Hallam assumed the role of Acting President when Robert Sutton had to step down due to ill-health.

Following this, the time has been used to go back to basics for Arboriculture Australia working on business management, financial planning, strategic planning, membership growth, marketing, internal and external operational manuals and induction kits and also ensuring our members are well serviced.

This year has seen 98 new members join Arboriculture Australia for the first time, and 40 members returning from being lapsed for two or more years.

Current membership for 2013 is approximately 650 members, and looking to have 750 members for this calendar year. There were 720 members at the end of 2012.

There has been a slight decline in members in Hong Kong, with 40 members not renewing so far this year.

Professional Membership Category:

Since the merger there has been a requirement for the Registered Professional Members to provide copies of their qualifications and copies of their annual insurance certificates to the Arboriculture Australia administration office. This is again being enforced. We have lost a couple of Registered Professional Members through this requirement, but most understand and accept the need for this.

We are refining the database and online register for the registered members and trying to get a more local focus for members back on to it – still working on options to achieve this.

The Continuing Education Units (CEUs) are operating for all Registered Professional Members. From 2014 it will be mandatory for all RPM to achieve annual CEUs. RPMs will not be able to renew their membership if they do not achieve the required CEUs during the previous year. This was emphasised again by the Acting President.



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QAA are also using CEUs for their members and both organisations are working together to have national/joint CEUs for their professional members. Both are looking to turn the CEU document into a BMP for the arboriculture industry so other associations can use the document if they desire.

A Code of Ethics for Registered Professional Members has been put up on the website and is included in the autumn copy of the *Bark*.

Committees:

UAAA: Committee is working well. Thanks go to Mick Emmett for getting people in. This is reflected in a large increase in attendance in the Utility stream at the Conference (now similar numbers to the Urban Forestry stream).

Education Committee: Has been a tough year and some of the reasons for this will be discussed later with the ISC issues.

Northern Territory Arboriculture Association (NTAA): Richard Kenyon and Edan Fisher have been working hard to get this committee running and they will be holding their first workshop on rigging on 31st May and the TCC on 1 June 2013.

NSW TCC: Michael Perry, Ben Abeleven and Scott Forrest, with help from Henk Morgan, got this event running.

ATCC 2013: Lots of public attention this year having the competition at the MCG on two game days. Our 2012 representatives Joe Harris was 2nd in the ITCC in Portland, Oregon in 2012, and Julia Chilcott was 13th overall. We wish our representatives all the best in Toronto this year.

NUFA: Working strong and going well, with the latest meeting held last Friday (26/04/13) at the conference venue.

Looking to run another series of i-Tree workshops during 2013. This series will be sponsored by the NGIA and supported by Arb Aust.

NUFA still working to have an amendment in the wording of the CFI regulations through working with the Federal Government Department of Climate Change and Energy Efficiency. NGIA and Arboriculture Australia will continue the push to have street trees acknowledged.



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Operational:

Merger of Sydney office to South Australia: This has been functioning well and very successful. The amount of work being produced out of one office is exceptional.

Strategic Plan and Operational Manual: will have these documents available on the website in the next few weeks. Arboriculture Australia has not had an Operational manual before. It includes Code of Conduct for Directors. This Strategic Plan and Operation Manual will be a great benefit to members as they will be able to gain a clearer understanding of how the association functions

Two new awards have been introduced – President's Award and Outstanding Volunteer Award. These will be given out in 2014 at the conference under our new President.

Tree care brochures: To be published soon. NGIA in collaboration with Arboriculture Australia are funding the publishing of the Tree Planting Guide.

Trademarks: Wanting to protect our intellectual property by trade marking some of it, including 'Arboriculture Australia', 'Australian Tree Climbing Championships', 'UAAA'.

Website update: Staff have now been trained in this and are able to update the website as required. This will allow more information to be uploaded in a more timely manner as volunteers had been administering this in the past.

A Forum is being created for members to use for discussions on arboriculture matters. There will also be a separate forum for the Directors to use for discussions. This will minimise the amount of email Directors receive each day and allow an archive of discussion for future directors to reference.

Workplace OH & S: this document was to be ready for the conference, but it contained too much information. Robert Stavrou will continue working on and refining it and it will be out in 2 -3 months. It is intended to be used as a guide for business so they can use it to help them set up their own OH&S documents for their own business.



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National Tree Database: Contains all significant trees. There has been a request from the National Trust to have Arboriculture Australia take over the Register of National Trees. This is still in discussion.

NUFA want a national data base so councils can upload all their significant trees. The UAAA, through their network, have had discussions with some utilities. The Utilities see this data base as very important and will reference it in future contracts to help protect these trees.

It will be a lot of money to build, but NGIA will fund half the cost of it. The register has been costed at \$30,000 to build, but the Arboriculture Australia IT webpage developer will build it for \$12,000.00, so \$6,000.00 each to fund. With IT support to run it, it will stay in the association's hands.

Arboriculture Australia will go to the state based groups and ask for an annual donation to fund the database once up and running.

Relationships:

Queensland Arboricultural Association (QAA) MoU in place. Congratulations to QAA on celebrating their 20th Anniversary last year. MoU also with South Australian Society of Arboriculture (SASA).

Progress of other MoUs

TCAA – in the process

NZAA – waiting on a response

HKILA – waiting on a response

The MoUs are not a legally binding document, but an agreement to work together.



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ISA:

Mandate from the members at the last AGM for Arboriculture Australia to continue to pursue its goals while trying to resolve outstanding issues with ISA. Soon after this, ISA disenfranchised Arboriculture Australia as a Chapter. Most members still supported Arboriculture Australia after this action with very few members not renewing. It is known a lot of members did not renew with the ISA over this matter.

Mark Hartley, Craig Hinton and Henry Haavisto recently met with Jim Skiera and Terry Flanagan from ISA to discuss ongoing issues – very positive meeting. We are currently working towards becoming an affiliated organisation with geographic overlap for Queensland and Hong Kong. ISA have contacted QAA about the geographic overlap to make sure they are happy with this. QAA have acknowledged they support the overlap.

The tree climbing event this year was ITCC sanctioned and ISA have given Arboriculture Australia permission to use their intellectual property on the tree planting brochures.

The relationship with ISA is progressing very smoothly.

This whole episode left Arboriculture Australia exposed when the ISA made their decisions.

The Board realised this and have been in detailed discussion with the Arboricultural Association UK. The AAUK and Arboriculture Australia have agreement in principle that Arboriculture Australia will be their partner in Australia.

It will be a big communication tool for Arboriculture Australia and ensure our members have more selection of educational material



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ISC:

Arboriculture Australia shift to ForestWorks. Industry summit held on 30 November 2012. 59 Industry members were at the meeting. It was apparent that the industry didn't know which Industry Skills Council was representing us. Lots of problems with this, with groups not understanding the reason for change.

Consultation period again with industry. We had another meeting with Forestworks last Wednesday and the Board will keep pursuing the shift from Agrifoods to Forestworks.

The Board has agreed to set up another national committee like NUFA. The National Educational Committee will be brought together to discuss national issues about education and ensure good decisions are made in the future.

In closing Craig thanked the directors who worked hard and questioned the directors who made little contribution as to why they are on the Board.

B) Treasurer's Report:

This year Arboriculture Australia had an independent review rather than an audit in line with the resolution of the last AGM. We have changed accountants from Perks to Not for Profit Accounting Specialists (NFPAS). There is much more information out of the review process than an audit. The financial review will be put up on the website. Operating deficit of \$44,000.00, but some of this includes up-front payment for the conference. The underlying operating deficit is ~\$14,000.

Membership drives, restructure of sponsorship, running national programs and the new website – all have cost money, but they are all part of the process of change.

The review will improve the way we run our books and there have been no major anomalies.

No questions on Treasurer's update.



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C) Questions on Notice

There were no questions on notice.

D) Motions on Notice

There were no motions on notice

E) Election of Directors

In accordance with the Constitution of Arboriculture Australia, the tenure of three (3) Directors expired at this Annual General Meeting. The three (3) were Craig Hallam, Craig Hinton and Hugh Taylor.

At this stage Robert Sutton assumed the chair for the election of directors.

Robert Sutton thanked the retiring Directors for their work. He retired mid-term due to ill-health and he believes that in his absence Craig Hallam has done an excellent job.

Robert Stavrou indicated his intention to resign from the Board.

Written nominations from Craig Hallam and Craig Hinton had been received and were noted. The nominations were accepted.

Nominations from the floor were sought.

A nomination for Scott Hanley was received from Craig Hallam and 2nd by Kyle Hill. The nomination was accepted

Craig Hallam, Craig Hinton and Scott Hanley voted to the Board.

Nominations for President – Henry Haavisto, 2nd by Robert Sutton. Carried unanimously.

Henry Haavisto was therefore elected President unopposed.



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5. Other business:

Robert Stavrou: Explained the highs and lows over the past year. Lots of contribution from many Directors. Robert explained how Craig Hallam put in a huge amount of work and at times devoted entire weeks of his time to the association to get the association back on track and in a good position.

Glenn Walton: QAA via MoU with Arboriculture Australia – rewarding. New relationship very strong and positive.

QAA will support Arboriculture Australia as the national organisation.

Meeting closed: 6.25 pm