



Minutes for 1st Meeting ACT Division

Australian Institute of Emergency Services

Held at AMSA ERC Briefing Room
Level 3
25 Constitution Avenue
CANBERRA ACT 2600

24 April 2007

Attending:

Maurice Massie - AIES National President
Alan Holley - NSW Division President
John Rice - Acting ACT Division
President / Registrar
Shane Johnson
Kevin Anderson
Mike Barton
Glenn Staff
Jeffrey Bollard
Richard Blackwell
Stephen Carter
Philip Gaden

Apologies:

Bob Maul
Gregor Manson
Darryl Coventry
Pat Barling
Louise Baer
Mark Cuthbert
Joe Barr
Wayne Goodrem
Lynn Walton

Meeting Opened at 1925

1. John Rice welcomed everyone assembled and introduced the National President, Mr Maurice Massie.
2. Mr Massie addressed the meeting:
 - a. Thanks to Mr John Rice for establishing the ACT Division of the AIES
 - b. Welcomed to new members and urged those not yet members to strongly consider it.
 - c. Explained the history of the organisation and its evolution over the past 30 years.
 - d. Encouraged the success of the division, though diversity of membership and work of the board.
3. Nominations and Election of members of the Committee.

- a. Mr Mike Barton nominated Mr John Rice for the position of President, seconded by Mr Richard Blackwell. Elected unopposed.
- b. Mr Philip Gaden nominated himself for the position of Registrar, seconded by Mr John Rice. Elected unopposed.

4. Question from Mr Jeffrey Bollard regarding the constitution of the Institute and makeup of the Committee.

Response: Have responsibility to act within articles of association. The Institute is incorporated in NSW as a national company with an ABN. The National Council approves state Committees, and the state Committees are responsible to the National Council. The Articles of Association were examined, in particular section 92, with respect to the make up of the Committee.

5. Nominations and Election of members of the Committee.

- a. The position of Registrar and Treasurer were deemed to be held by the same person. Mr Philip Gaden agreed to stand for position as Registrar/Treasurer and was elected unopposed.
- b. Mr Jeffrey Bollard nominated Mr Kevin Anderson for the position of Vice President, seconded by Mr John Rice. Elected unopposed, subject to acceptance of membership.
- c. Mr Philip Gaden nominated Mr John Rice to be the Divisional member of General Council. Elected unopposed.
- d. Mr Kevin Anderson nominated Mr Jeffrey Bollard to be a member of the Committee. Elected unopposed.
- e. Mr John Rice nominated Mr Stephen Carter to be a member of the Committee. Elected unopposed.
- f. Mr John Rice nominated Mr Glenn Staff to be a member of the Committee. Elected unopposed.

6. Having determined that in accordance with section 93 of the Articles of Association, sufficient members were present to constitute a quorum.

7. Motion to establish ACT Division of AIES. Mr John Rice proposed that "The ACT Division of the Australian Institute of Emergency Services is established by the membership present and that the commencement date be recorded as the 1st January 2007." Mr Mike Barton seconded the motion. Passed unanimously.

8. Motion to accept Finances. Mr John Rice as acting Treasurer tendered IMB statement balance of \$325.75. Outstanding liability \$4.25 for purchase of stamps and receipt book. He also requested that the President, Vice President and Registrar/Treasurer be permitted to access the funds with any two of the three authorising access. The move to establish the accounts was established.

General Business

9. Membership, particularly with respect to NSW members living in ACT and surrounding areas: Mr Alan Holley: NSW is still finalising current list of active members, and will write to all active members in ACT and the surrounding area (not defined) asking if they want to change to the ACT Division. Such members willing to do so will be transferred through the

National Register and their membership fee component held by NSW will be also transferred to the ACT Division. The aim being for the Division best able to provide services to members doing providing return for membership.

Mr John Rice expressed thanks on behalf of all members for this generous motion. Membership numbers will be reviewed at next meeting.

10. Travel Subsidy. Mr John Rice suggested that we could offer to subsidise members in the surrounding areas to assist with travel to meetings. After discussion it was determined that this would not be in the best interests of the Division until firmly established when the issue could be revisited.

11. Advertising. The institute is very keen to increase awareness in ACT and Commonwealth Emergency Services, however is very keen not to be seen as a SPAM generator. As such members were encouraged to think about ways to increase awareness of the AIES in the Emergency Services community. All were encouraged to spread the word through their contacts. Mr Stephen Carter said that a good opportunity would be the Emergency Services Open Day to be held 23rd June at Epic Park in Canberra. The Committee agreed to look into organising a stand for the day.

12. Thanks: Mr John Rice wished to thank Mr John Young, Manager Emergency Response at AMSA for provision of the venue for the meeting, and the provision of stationary, email and other facilities to assist in the establishment of the ACT Division.

13. Next Meeting: The Committee agreed to meet on the 15th of May at 7pm at the AMSA ERC Briefing Room (same venue) with the aim of organising a Dinner Meeting.

14. Meeting Closed 2040.

15. Mr John Rice invited everyone for Tea/Coffee and Cake followed by a tour of the Emergency Response Centre (Rescue Coordination Centre).

John Rice
President
ACT Division
AIES

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Philip Gaden
Registrar/Treasurer
ACT Division
AIES

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