

MINUTES AGM 2024



Australian Institute of
Landscape Architects

DATE Wednesday 30 October 2024
TIME 12:00pm (AEDT)
PROGRAM Zoom Webinar

Annual General Meeting
Australian Institute of Landscape Architects Ltd
ACN No 008 531 851

Agenda Item	Minutes
1. Welcome by National President, Ben Willsmore	<ul style="list-style-type: none">• AILA President Ben Willsmore welcomed members to the 2023-2024 Australian Institute of Landscape Architecture Ltd Annual General Meeting.• The meeting started at 12:01 PM AEDT.• Jasmine Ong, Vice President cited the Acknowledgment of Country.• Ben Willsmore presented the 2023-2024 President's Report, expressing gratitude to all AILA committees, chapter executives, and volunteers for their contributions in driving AILA's success. He also discussed plans for a committee restructure, emphasising the importance of defining the roles of both national and state chapter committees to ensure future sustainability.
2. Noting of Quorum	<ul style="list-style-type: none">• The recorded quorum for the meeting was met.
3. Noting of Proxies held	<ul style="list-style-type: none">• The recorded proxies from Full Members submitted via Jotform appointing the Chair and President as their proxy were:<ol style="list-style-type: none">1. Catriona Yates2. Heath Edwards3. Erwin Taal4. Lara Westcott5. Mimi Tsai6. Nicole Croudace7. James Hayter
4. Snapshot of 2024	<ul style="list-style-type: none">• A collage of images for the 2024 year was presented.
5. Confirmation of Minutes of 2023 Annual General Meeting Motion to Acknowledge Minutes: Motion - that the minutes of the 2022-23 AILA Annual General Meeting are acknowledged as a true and accurate reflection of the meeting.	<ul style="list-style-type: none">• Copies of the previous minutes were made available through the AILA website and the link was shared with all Full Members via EDM Notice of AGM, Memberscape® and social media. A link to the AGM webpage was shared in the chat with all present.• Jasmine Ong raised the motion <i>that the minutes of the 2022-23 AILA Annual General Meeting are acknowledged as a true and accurate reflection of the meeting.</i> Sara Padgett Kjaersgaard forwarded. Daniel Bennett seconded.

- Jasmine Ong noted all in favour.

THE MOTION WAS CARRIED

5. Presentation of:

- a. Annual Report
- b. Auditors Report
- c. Directors' Report

Motion to Accept Annual Report:
Motion - that the 2023-24 Annual report (including the Directors Report and audited financial statements) be accepted.

- Ben Stockwin presented the CEO's Report and an overview of the Annual Report and Financial Statements.
- Ben Stockwin provided a summary of the financial figures presented in the Annual Report, highlighting both the challenges and successes of the current forecasting, monitoring, and reporting systems, which now offer full confidence in the reported figures. He also announced a shift from accrual accounting to cash accounting to enhance accuracy.
- Ben Stockwin provided a summary of AILA's key achievements in alignment with AILA's 5 Strategic Pillars as reported in the Annual Report:
 1. Sustainable AILA
 2. Membership
 3. Education
 4. Advocacy
 5. Profile
- The Annual Report, Auditors Report and Directors' Report were presented as tabled.
- Ben Stockwin also thanked AILA Staff for the commitment and quality of work they provide.
- Andy Sharp raised the motion to Accept Annual Report: *that the 2023-24 Annual report (including the Directors Report and audited financial statements) be accepted.*

Esperanza Kelly forwarded. Sara Padgett Kjaersgaard seconded.

- Ben Stockwin and Andy Sharp noted all in favour.

THE MOTION WAS CARRIED

6. Confirmation of auditor

Motion to Confirm the Auditor for 2024-25 FY:
Motion - that Vincents Pty Ltd be reappointed as the Auditor for the 2024-25 financial year.

- Jasmine Ong requested a mover and seconder for the Motion *that Vincents Pty Ltd be reappointed as the Auditor for the 2024-25 financial year.*

Stuart Scobie forwarded. Naomi Barun seconded.

- Jasmine Ong noted all in favoured.

THE MOTION WAS CARRIED

7. Election of Directors: Declaration of elected candidates by Chair

Motion to Confirm the Appointment of Elected Members: Motions - that members endorse the appointment of

- Andy Sharp
- Esperanza Kelly
- Heath Gledhill

as Directors in accordance with section 13.2 of the AILA Constitution.

- Katie Earle read the motion *that members endorse the appointment of*
 - *Andy Sharp*
 - *Esperanza Kelly*
 - *Heath Gledhill*

as Directors in accordance with section 13.2 of the AILA Constitution.

Jon Everett forwarded.

Leigh Trevitt seconded.

- Katie Earle noted all in favour.

THE MOTION WAS CARRIED

- Andy Sharp expressed gratitude for his appointment and acknowledged the work done so far, sharing his enthusiasm for the year ahead.
- Esperanza Kelly thanked everyone and shared her excitement for the future.
- Heath Gledhill extended his gratitude to all, offering an open door and phone line to maintain ongoing communication.
- Ben Willsmore thanked the newly appointed and reappointed members, giving special thanks to Jasmine Ong and Katie Earle for their dedication, time, and effort towards AILA.

8. Any other business which may be legally brought forward by members

If any is submitted in accordance to the Notice

- Ben Stockwin stated that no items raised by notice and took the opportunity to thank everyone.

9. Questions from Members

- Ben Stockwin invited all members to raise any questions.
- A few questions were tabled with the Board and CEO to which a satisfactory answer was provided :
 - Clarification on Financial Position
 - Long-Term Membership Planning
 - Connection Country and RAP Update
 - Revenue Growth Insights
 - Accessibility to Directors
 - Festival Review Progress
 - Enhancing Q&A Transparency.

10. Closure

- Ben Willsmore closed with declared the AGM closed at 1:06PM AEDT.

2024 Meeting Attendance (as recorded by Zoom Reports)



AILA Full Members

1. Andrew Thomas
2. Anne-Marie Pisani
3. Andrew Turnbull
4. Azin Emampour
5. Belinda Rollason
6. Carlo Missio
7. Cathryn Kohn
8. Daniel Bennett
9. Enoch Liew
10. Jade Hunmie
11. Jonathan Everett
12. Joshua Pyke
13. Julie Lee
14. Katherine James
15. Keith Stead
16. Leigh Trevitt
17. Lyn Kok
18. Matthew Bradbury
19. Matthew Durning
20. Meredith Dobbie
21. Naomi Barun
22. Sara Padgett Kjaersgaard
23. Shareen Alford
24. Stuart Scobie
25. Tessa Leggo
26. Timothy Clark

AILA Observers

27. Olga Blacha
28. Mathew Nenadic
29. Ryan Duncan
30. Sarah Bansemer
31. Shian Liao
32. Hillary McLeish
33. Priyanka Patil
34. Stephanie Pope
35. Sameh Ragab
36. Yunjin Wang
37. Lu Yan
38. Zhengji Zhang

Also in attendance:

- | | | | |
|---------------------|------------|-------------------------|-----------------|
| 39. Andy Sharp | AILA Board | 48. David Williams | AILA Consultant |
| 40. Ben Willsmore | AILA Board | 49. Elizabeth Stancombe | AILA Staff |
| 41. Cia Flannery | AILA Board | 50. Melanie West | AILA Staff |
| 42. Jasmine Ong | AILA Board | 51. Michela Secci | AILA Staff |
| 43. Katie Earle | AILA Board | 52. Nathan Moore | AILA Staff |
| 44. Esperanza Kelly | AILA Board | 53. Sally Bolton | AILA Staff |
| 45. Heath Gledhill | AILA Board | 54. Verity Campbell | AILA Staff |
| 46. Ben Stockwin | AILA CEO | | |
| 47. Carmen Williams | AILA Staff | | |