

<b>ANNUAL GENERAL MEETING MINUTES</b> Virtual attendance via Zoom		<b>Date: 13 September 2023</b>	
		<b>Time: 1.00 – 2.00 PM EST</b>	
<b>Facilitator:</b>	Paula Everett	<b>Note taker:</b> Amanda Surrey	Started 1.00pm
<b>Attendees:</b>	Sky Atkins, Laurie Atkinson, Frances Barton, Jane Bishop, Lucy Brown, Lisa Capps, Amy Chan, Eleni Christofi, Joelle Cook, Amber Cowen, Veryan Croggon, Kristy Cromack, Michele Crozier, Alissa Duke, Paula Everett, Max Evett, Melanie Faithfull, Patrick Faulkner, Michael Gavan, Amy Gordon, Stephen Griffiths, Shaunagh Harte, Rosemary Hay, Kaye Henderson, Clare Hew, Carole Hinchcliff, Margaret Hutchison, Warwick Johns, Emma Joneshart, Rachel Klesch, Kasia Lake, Ben Laing, Elizabeth Langeveldt, Georgia Livissianos, Kerrie Ludekens, Linh Ly, Rebecca Bollen Manalac, Nadine Mann, David McDowell, Fiona MacDowall, Kirsty McPhee, Courtney Moran, Leanne Morrow, Phil Mullen, Josephine Murfey, Anne Newton, Susan Oag, Linda O'Neill, Rosemary Patching, Sonia Pilkington, M Porritt, Larissa Reid, Belinda Schembri, Anastasia Stepanovic, Lynda Stewart, Kate Strong, Leia Supe, Amanda Surrey, Julie Thiel, Michael Unwin, Richard Vankoningsveld, Tracey Vitnell, Cathy Witt, Karen Wu, Fang Zhao Quorum achieved (65)		
<b>Apologies:</b>	Jenni Jeremy, Kate Freedman, Damaris Olea		
<b>Proxies:</b>	Sue Yap		

Items	Topic	Initiator
1	<b>President's Welcome</b>	<b>Paula Everett</b>
	<ul style="list-style-type: none"> <li>Paula Everett gave an Acknowledgement of Country</li> <li>Welcomed everyone to the meeting.</li> </ul>	
2	<b>Approval of minutes from previous meeting</b>	<b>Paula Everett</b>
	<ul style="list-style-type: none"> <li>Accepted: Emma Joneshart. Seconded Lisa Capps.</li> <li>All approved</li> </ul>	
3	<b>Presidents Report</b>	<b>Paula Everett</b>
	<ul style="list-style-type: none"> <li>The formal president's report for 2022-2023 is located on our website.</li> <li>A busy and productive year. Meetings with the Division/Chapter Presidents from around the country. Discussed a range of topics including declining member numbers and a lack of volunteers for leadership roles at both a state and national level. The Board is working on initiatives to improve this situation and encourages more people to step up to leadership roles.</li> <li>Several divisions have asked for more information about becoming a chapter following on from the NSW decision last year.</li> <li>Issues with the website. The Board is working with the new IT project manager Bruce Boyes to address a list of issues. The key priorities are the membership list and improving the website.</li> <li>The Board has focused on governance this year with a meeting with a facilitator from Directors Australia and will concentrate on strategic planning meetings to take ALLA forward as an association.</li> <li><b>Membership</b> Thanks to Aurorah Nelson for her work as Membership</li> </ul>	

	<p>coordinator, we are now seeking to fill that role. The membership report is available on the website. We have 312 members and 26 life members. We need to focus on increasing numbers. Fees this year increased by 10% to cover GST.</p> <ul style="list-style-type: none"> <li>• <b>Conference:</b> Planning is underway for next years conference in Adelaide, South Australia. Shanna Sheldrick from Premier events will be supporting the conference committee and we are currently seeking people to join the committee.</li> <li>• <b>CPD:</b> Thank you to everyone national and state who has organised events this year.</li> <li>• <b>FLO/Finding the Law:</b> This has been a major project and will be available to members only via the website. A big thank you to Anastasia Stepanovic and Alice Hewitt who have led this project.</li> <li>• Paula thanked the Board and non-Board members for their support this year.</li> </ul>	
<b>4</b>	<b>Financial Reports</b>	<b>Phil Mullen</b>
	<ul style="list-style-type: none"> <li>• The financial report and summary for 2022-2023 is located on our website.</li> <li>• There are still a number of outstanding renewals, please add your names to the invoices.</li> <li>• The conference made a reasonable profit last year, we need to encourage more people to attend next year.</li> </ul>	
<b>5</b>	<b>Journal Report</b>	<b>Fiona McDowall and Damaris Olea</b>
	<ul style="list-style-type: none"> <li>• Fiona McDonald (Business Manager)</li> <li>• The Journal report for 2022-2023 is located on our website.</li> <li>• It has been a good year, readership is increasing. Focusing on promoting articles through social media has made a difference.</li> <li>• Thank you to who everyone who has contributed articles and we welcome anyone interested in writing an article to submit or discuss an idea.</li> </ul>	
<b>6</b>	<b>Election of Directors</b>	<b>Paula Everett</b>
	<p>President: Laurie Atkinson  Vice President: Kate Freedman  Past President: Paula Everett  Secretary: Amanda Surrey  Treasurer: Phil Mullen  Director: Lisa Capps  Director: Emma Joneshart  Director: Carole Hinchcliff  Director: Amber Cowen  Director: Khym Lam-Fidler</p> <ul style="list-style-type: none"> <li>• As per clause 17.1 (d) of the ALLA Constitution, there were no other candidates, and the above Directors are deemed to be elected.</li> <li>• As per clause 16.2(c) and 16.2(d) of the ALLA Constitution, Laurie Atkinson automatically assumes the role of President and Paula Everett automatically assumes the role of Past President.</li> <li>• These appointments are for a period of two years.</li> </ul>	
<b>7</b>	<b>General Business and Questions</b>	<b>Paula Everett</b>

- **Awards for 2023:**
- The **2023-24 Petal Kinder International Travel Fellowship** was awarded to **Melissa Mills**.
- There were no nominations this year for the **Legal Information Service** of the Year or **GEM** awards.
- **Phil Mullens** was awarded **Law Librarian of the Year**. Phil has made a substantive and ongoing contribution to ALLA since he became a member and has held regular positions on the ALLA Board as director, Treasurer, CPD coordinator to name just a few. As Treasurer he recently streamlined the accounting processes. Phil contributes to the Australian Law Librarian journal. He shares his knowledge generously and helps connect people. Congratulations to Phil who is an outstanding member and contributor to ALLA. **Phil:** 'Thank you and appreciate it.'
- **Life Memberships** for 2023 awarded to **Michael Gaven** and **Josie Cox**. Michael has been an ALLA / ALLG member since 1999 and joined the ALLA board as treasurer in 2015. He has served as ALLA National Vice President, President, and Past President. He has had a significant impact on the modernisation of ALLAs structure and functions. Josie has been an invaluable member of ALLA, championing, encouraging, supporting, and inspiring all that have had the chance to get to know her. At the Law Institute of Victoria Josie was always there to lend a hand, had such a great sense of humour and was always a familiar face. On behalf of the Board and members we say thank you to Michael and Josie. **Michael:** 'Many thanks for the generous words and award.'
- **Questions:**
- **Kate:** - 'Will ALLA be providing feedback on the new AGLC5?'
- **Paula Everette:** 'Yes, we do want to comment on that and will be taking that forward with the new Board and encourage everyone to give feedback.' **Carole Hinchcliff:** 'The deadline for AGLC 5 proposals for change is October 31, 2023.'
- **Other Business:**
- **Phil Mullens:** 'The journal needs advertising so when chatting to the publisher representatives do mention it to them.'
- **Laurie Atkinson:** 'Paula thank for your leadership, you have been so inclusive, and this AGM has been wonderfully chaired.'

Meeting closed at 1.32 pm

**Dated:**

**Signature of ALLA Ltd President (outgoing)**

**Name of ALLA Ltd President (outgoing)**

Paula Everett

**Signature of ALLA Ltd President (incoming)**

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**Name of ALLA Ltd President (incoming)**

Laurie Atkinson