

ANNUAL GENERAL MEETING MINUTES		Date: 23 September 2022	
Webinar		Time: 2.38PM EST	
Facilitators:	Emma Joneshart	Note taker: Karen Rowe-Nurse	Started 2.39pm
Attendees:	John Botherway, Michelle Bendall, David Bratchford, Lucy Brown, Amy Chan, Helen Cluff, Eleni Christofi, Joeline Cook, Amber Cowen, Vima Devia, Alissa Duke, Lisa Dunn, Frieda Evans, Colin Fong, Kate Freedman, Helen Gambly, Robin Gardner, Michael Gavan, Annette Goodwin, Lisa Gowers, Katherine Graff, John Guerrato, Rosemary Hay, Shannon Hein, Claire Hew, Alice Hewitt, Carole Hinchcliff, Margaret Hutchinson, Emma Joneshart, Rachael Klesch, Caroline Knaggs, Krista Lapointe, Elizabeth Langeveldt, Georgia Livissianos, Susan McArthur, Fiona McDowell, Phil Mullen, Josephine Murphy, Leonie Nagle, Anne Newtown, Tin Nguyen, Aliisha Nolan, Susan Oag, Damaris Olea, Rosemary Patching, Jorg Probst, Trung Quach, Larissa Reid, Karen Rowe-Nurse, Belinda Schembi, Debra Smith, Anastasia Stepanovic, Amanda Surrey, Kay Tucker, Michael Unwin, William Webb, Greg Williams, Cathy Witt, SueAnn Yap, Monika Zygumtowicz, Quorum achieved (60)		
Apologies:	Anne Heritage		
Proxies:	Anne Heritage (proxy via Phil Mullen)		

Items	Topic	Initiator
1	President's Welcome	Emma Joneshart
	<ul style="list-style-type: none"> Emma gave an Acknowledgement of Country Welcomed everyone to the meeting. 	
2	Approval of minutes from previous meeting	Emma Joneshart
	<ul style="list-style-type: none"> Accepted Michael Gavan, Seconded Trung Quach 	
3	Vote on Special Resolution	Emma Joneshart
<p>The members present voted on the Special Resolution below:</p> <p>A Special Resolution for current financial members of the Australian Law Librarians' Association (ACN 158 242 696) to vote on:</p> <p>The incorporation of the following changes to Clauses 7 & 8 of the ALLA Constitution which allow alternate financial arrangements for a chapter of the Association.</p> <p><i>Changes to Clause 7 & 8 of the Constitution</i></p> <p><i>5.7 (a) For each financial year, the Treasurer shall calculate the annual payment amount to be paid to each State Division. This calculation shall be made within 3 months of the end of the previous financial year and the annual payment amount shall be calculated as follows:</i></p> <p style="text-align: center;">$A * B$</p> <p style="text-align: center;"><i>where:</i></p> <ul style="list-style-type: none"> <i>A is the total amount of Subscriptions collected from members resident in the state or territory of the relevant State Division as at the last day of the end of the previous financial year.</i> <i>B is the percentage for disbursement as set out in each relevant MOU.</i> 		

5.7 (b) *The Treasurer shall pay the annual payment amount calculated to each relevant State Division within 4 months of the end of the previous financial year.*

5.8 (a) *For each financial year, the Treasurer shall pay all expenses incurred by each State Chapter up to the calculated annual payment amount. This calculation shall be made within 3 months of the end of the previous financial year and the annual payment amount shall be calculated as follows:*

$A*B$

where:

- *A is the total amount of Subscriptions collected from members resident in the state or territory of the relevant State Chapter as at the last day of the end of the previous financial year.*
- *B is the percentage for disbursement as set out in each relevant MOU.*

5.8 (b) *Each State Chapter shall provide the Treasurer with the relevant invoices for the expenses as soon as practicable after they are received by the State Chapter.*

5.8 (c) *Each State Chapter may request the Company pay additional expenses above the calculated annual payment amount in clause 5.8(a). The Company may grant or refuse such a request in its total discretion. A request made under this clause must be made prior to the expense being incurred by the State Chapter.*

5.8 (d) *Any amount received as a grant, gift or by other means that is given for the use of a particular State Chapter will be allocated to that State Chapter, in addition to the annual payment amount, to be used as determined by the State Chapter.*

The vote was passed with majority agreement.

4	President's Report	Emma Joneshart
	<ul style="list-style-type: none"> • Committees: A thank you to all the members who have joined committees within ALLA this year. • Conference: a thank you to the conference committee and Shanna Sheldrick (premier Event Concepts) our PCO for the wonderful job they have done this year with moving the conference into an online format this year. We have had great feedback about this conference so far. • Continuing Professional Development: Caroline Knaggs has done a wonderful job with great events over the past year. Many have been virtual and have been of huge benefit to members. The numbers of events and members attending them have increased. A thank you to the CPD coordinators across the divisions for their contributions to keeping our members informed as well. • Australian Law Librarian: The Journal has gone from strength to strength and this is due to the efforts of Robin Gardner and Fiona McDowell. The journal has moved online and accounts for the ALL have all been brought under the ALLA umbrella. • Memorandum of Understanding: has been signed between ALLA and ALIA. 	
5	Financial Report	Phil Mullen
	<ul style="list-style-type: none"> • The financial position for ALLA is good and has been stable over the past year with limited expenditure due to the Pandemic. • ALLA has capital of \$164,795.79 and the Journals has funds of \$191,124.66. • Both are in a good financial position. 	
6	Membership Report	Richard

Vankoningsveld

- Complete report available on the ALLA website.
- Currently there are 395 members, 26 life members
- Self-service credit payments are available for payment
- Membership has stabilised.

7 Journal Report

Robin Gardner
Fiona McDowell
Damaris Olea

- The September 2021 issue was the first to go online in an open access format through RMIT. The December issue will also be published in print and online. From 2022, the journal will only be provided in an online format.
- The Journal will remain on HeinOnline permanently as well.
- Hein is currently digitising the ALLA Newsletter so that there will be a complete record of ALLA as a national organisation online through Hein. This will remain a permanent record.
- Robin Gardner is leaving the role of editor and Damaris Olea will take over with Fiona McDowell becoming the business manager. Robin thanked Fiona for her hard work in getting the journal online. It has been a lot of fun, but also hard work.
- Fiona thanked Robin and stated that they made a great team. The Journal is in a good financial position, and those funds have accumulated over the last 20 years.
- Damaris stated that she is looking forward to joining the journal as editor and to making the journal a success. Please contact Damaris for any ideas or contributions to the ALL.

8 Election of Directors

Emma Joneshart

President 2021/22: Carole Hinchcliff

Vice President: Paula Everett

Past President: Emma Joneshart

Secretary: Karen Rowe-Nurse

Treasurer: Phil Mullen

Director: Lisa Capps

Director: Monika Zygmuntowicz

Director: Kate Freedman

Director: Krista Lapointe

Director: Khym Lam-Fidler

- As per clause 17.1(d) of the ALLA Constitution, there were no other candidates and the above directors are deemed to be elected.
- As per clause 16.2(c) and 16.2(d) of the ALLA Constitution, Emma Joneshart automatically assumes the role of President and Kate Freedman automatically assumes the role of Past President.
- These appointments, apart from the President's role (a three- year term) are for a period of two years.

9 General Business and Questions

Emma Joneshart
Carole Hinchliff

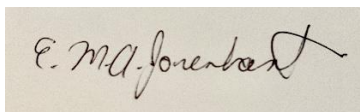
- Carole mentioned Gemma Walsh from the ALLA Vic division and that there was appreciation of the work Gemma has done in the professional development space over the past three years.
- **Review of the new ALLA website:** Tin Ng demonstrated some of the new features of the website and the proposed new architecture for the ALLA website. It is hoped that it will be launched at the end of 2021.

- **Emma:** thanked the Board for all their work over the past year and introduced Carole as the incoming president. Caroline Knaggs and Michael Gavan will be leaving the Board and we thank them for their hard work and the contribution they have made to the success of ALLA.
- **Carole:** Thankyou Emma and the Board for your work over the past years. I am looking forward to working with the new board over the next 12 months.

Meeting closed at 3.08pm.

Dated: 30 Sept 2021

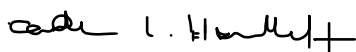
Signature of ALLA Ltd President (outgoing)



Name of ALLA Ltd President (outgoing)

Emma Joneshart

Signature of ALLA Ltd President (incoming)



Name of ALLA Ltd President (incoming)

Carole Hinchcliff