

AGENDA - AGM Meeting 2018 (online)

Meeting opened at 11:00am (ACST), 7th December 2018.

Total AALL Members in attendance: 31

1. Acceptance of 2017 AGM Meeting Minutes

Comments: NIL

Moved by: Alex Barthel

Seconded by: David Rowland

Motion Carried- YES

2. President's Report

NO report received. To be sent out to executive and membership later. Not officially required.

3. Treasurer's Report (includes 2018 income, expenditure & 2019 budget)

Comments:

David: In conference off-years membership declines. Need to push membership for 2019. Need to keep membership more updated and informed on where membership money is going on behind the scenes.

Bronwyn agreed need to promote this to membership.

Tess: main aim of new website it to make membership easier and more attractive and interactive site for all members.

Joseph to update the web hosting and maintenance fees to reflect correct amount of \$825 +GST

Stripe may have a better rate for NFP organisations, Joseph to explore.

David: Obtained information from PKP from Simon Fraser University, Canada regarding hosting for Journal. Suitable to JALL as doesn't require transferring to a new system. Basic Package suitable for JALL and is cheaper than current BEANIT.

Moved by: Sally Ashton-Hay

Seconded by: Alex Barthel

Motion Carried - YES

4. AALL Grant Outcomes Report

Comments: NIL

Moved by: Alex Barthel

Seconded by: Roz Rowen

Motion Carried - YES

5. State / territory reports

Moved by: Roz Rowen

Seconded by: Alex Barthel

Motion Carried – **YES (by those who had read reports)**

Comments: To be on website and look to streamline reports with a standardised template.

6. Journal Report

Comments: NIL

Moved by: Alex Barthel

Seconded by: Roz Rowen

Motion Carried - YES

7. Website update – Tess Snowball

- New Tagline is 'Empowering students to succeed'
- AALL email address coming for executive
- Pictures of 'real students' from universities
- Portal, Grants, Events, Resources sub-pages
- New Logo



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8. Changes to Rules

Current Rule	Proposed change	Notes and Comments
3(c) Failure to pay the prescribed membership fees within a period of two months after the subscription has been due will automatically terminate membership.	3(c) Failure to pay the prescribed membership fees within a period of three months after the subscription has been due will automatically terminate membership.	Note: new Model Constitution by <i>NSW Fair Trading</i> has three months. A time has to be specified so it can be determined whether a payment should be considered a payment overdue for an existing membership or should be considered to be payment for a new membership. E.g. many members renew after one or two years of not having paid their membership fee. <i>Can the new membership system handle this?</i>

Moved by: Alex Barthel

Seconded by: Sally Ashton-Hay

Motion Carried – YES

<p>5. Membership fees</p> <p>A member of the association must, on admission to membership and by 28 February, 31 May or 30 September in each subsequent year if they wish to continue to be a member, pay to the association an annual membership fee of \$2 or, if some other amount is determined by the executive, that other amount. The annual renewal date for each member will be the soonest of 28 February, 31 May or 30 September which is more than 12 months after the date on which the initial payment was made. Annual membership fees shall be determined by the executive in accordance with AALL's needs and ratified at the annual general meeting.</p>	<p>A member of the association must, on admission to membership and on the anniversary of their admission to membership in each subsequent year if they wish to continue to be a member, pay to the association an annual membership fee of \$2 or, if some other amount is determined by the executive, that other amount. Annual membership fees shall be determined by the executive in accordance with AALL's needs and ratified at the annual general meeting.</p>	<p>It is my understanding that the new payment system can <i>automatically</i> send out renewal due notices based on when a member joined. <i>Can it also send out automatic "overdue" reminders?</i> And automatically set a membership to "inactive" or some such thing if payment not received within three months of due date? Everyone happy with the new phrasing? Any alternative phrasings anyone wants to put forward?</p>
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Moved by: Sally Ashton-Hay

Seconded by: Joseph Yeo

Motion carried- YES

<p>30(c) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by any 2 of the members of the committee, members of the association, or employees of the association who have been authorised to do so by the committee.</p>	<p>All payments made by electronic funds transfer must be electronically authorised by any 2 of the members of the committee, members of the association, or employees of the association who have been authorised to do so by the committee.</p> <p>In addition, all cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by any 2 of the members of the committee, members of the association, or employees of the association who have been authorised to do so by the committee.</p>	<p>Paying by cheque is inconvenient. Requiring two signatures or authorisations reduces the risk of embezzlement or other inappropriate use of AALL's funds.</p>
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Moved by: Alex Barthel

Seconded by: Sally Ashton-Hay

Motion carried- YES

9. Other business

- a. What is happening with the newsletter?

Alisa and Saib left and current approach was too time consuming. New website will have this announcement functionality giving all executive the ability to communicate with the membership. The AALL Facebook page is also doing a great job at connecting people. Need to get state reps involved in actively promoting AALL business across the universities.

- b. Conference online

If transferring membership to new website does a notice period need to be given?

ACTION: Joseph to follow up and confirm contract requirements.

- c. ICALLD Conference

Needed to be better promoted, better website and better communication. CDU model was effective. No mention on NZ website.

Need to update ICALLD membership email list.

Timing didn't work well perhaps the January-February window is better

- d. With a new logo our AALL banner in SA will be out of date. Do all states have banners for conferences and events? Is there a uniform design and should these come out of state funding?

Nothing standardised, Tess will add to her to do list to make a soft copy of the design.

State funding could be used to purchase banners for marketing and events.



Meeting closed 12:15pm (ACST)