

AGENDA NOTES

ANNUAL GENERAL MEETING

MONDAY 28 SEPTEMBER 2020

12:00pm – 12:30pm (AEST)

Via ZOOM

Register to attend the 2020 AGM at:
<https://www.eventbrite.com.au/e/117613784997>

ZOOM Passcode: 619748

1. INTRODUCTION Apologies

Apologies will be received at this stage.

Quorum

The quorum for a meeting requires 40 per cent of the school member representatives to vote in person or by proxy. The current financial membership of Full Member schools who are eligible to vote at the AGM is 146. The quorum for this meeting therefore is 59 Full Members of the Association.

If there is not a quorum present, the formal business and election will be held by postal ballot within 90 days, as defined in the Constitution.

Items of other business

Items of other business will be accepted at this point of the meeting

ORDINARY BUSINESS

2. CONFIRMATION OF RECORD OF MOTIONS OF 2019 ANNUAL GENERAL MEETING.

Copies of the record of the Annual General Meeting are attached.

The Chair will seek comment and the acceptance of the Motion:

That the Record of the 2019 Annual General Meeting motions be accepted as an accurate record.

3. BUSINESS ARISING NOT LISTED ELSEWHERE

There were no matters of business, arising from the record of the Annual General Meeting for 2019.

4. FINANCIALS AND INDEPENDENT AUDITORS REPORT

The income and expenditure statement and a balance sheet for the 2019/2020 financial year are attached. The Chair and Treasurer have signed the independent auditors report before the AGM on the 28 September 2020.

The Chair will seek comment and the acceptance of the motion:

That the income and expenditure statement for the financial year 1/4/2019 – 31/3/2020 be approved.

The Chair will seek comment and the acceptance of the motion:

That the Independent Audit Report provided by Ian Thomas be accepted.

5. CHAIR'S ANNUAL REPORT

The Chair's Report is included with the agenda papers.

The Chair will seek comment and the acceptance of the motion:

That the Chair's Annual Report be accepted.

6. APPOINTMENT OF AUDITORS

It is recommended that IB Schools Australasia continue with the appointment of Ian Thomas of Ian Thomas & Co. as auditor.

The Chair will seek the support of the motion:

That Ian Thomas of Ian Thomas & Co. be appointed as auditor for the 2020/2021 financial year.

7. ELECTION OF STANDING COMMITTEE

The composition of the Standing Committee is up to 10 elected members. In accordance with the Constitution, there are five current elected members who are to retire and are eligible for re-election. They are:

- David Boardman, Kristin School, NZ - PYP, MYP, DP
- Ashley Coats, Mercedes College, SA - PYP, MYP, DP
- Antony Mayrhofer, St Paul's Grammar School, NSW - PYP, MYP, DP
- Judy Rutter, The Kilmore International School, VIC - DP
- Anne Wallington, Methodist Ladies' College, Kew, VIC - DP

The remaining elected members of the Standing Committee are:

- Karen Abraham, Cleveland District State High School, QLD - DP
- Fiona Godfrey, Radford College, ACT - PYP, DP
- Nick Jolly, Cranbrook School, NSW - PYP, MYP, DP

Nominated members must be the representative of an Authorised Full membership school.

The Constitution of the Association indicates that there cannot be more than 3 members from any one state territory or province and that where possible Coordinators from all 4 IB programmes and a Head of School should be included in the membership of the Standing Committee.

The following nominations have been received by the Executive Assistant by the due date of Friday 28 August 2020.

- **David Boardman**, Kristin School, New Zealand - PYP, MYP, DP
- **Nicole Jagers**, Miles Franklin Primary School, ACT - PYP
- **Graham Maltby**, Canberra Grammar School, ACT - PYP, DP
- **Antony Mayrhofer**, St Paul's Grammar School, NSW - PYP, MYP, DP
- **Dr Keith Graham OAM**, Rochedale State School, QLD - PYP
- **Ashley Coats**, Mercedes College, SA - PYP, MYP, DP
- **Natalie Kunst**, Preshil - the Margaret Lyttle Memorial School, VIC - PYP, MYP, DP
- **Mark Robertson**, Oakleigh Grammar, VIC - MYP
- **Annette Rome**, St Margaret's and Berwick Grammar School, VIC - PYP
- **Dr Judy Rutter**, The Kilmore International School, VIC - DP
- **Jonathan Twigg**, Caulfield Grammar School, Wheelers Hill Campus, VIC - PYP, MYP
- **Chris Burch**, International School of Western Australia, WA - PYP, MYP, DP

12 nominations were received for seven vacancies. David Boardman has been automatically re-elected to the IB Schools Australasia Standing Committee as per item 6.2.4 of the constitution. This leaves six vacancies to be filled.

6.2.4 That, subject to receipt of nominations, at least one member of the Standing Committee is to be elected from outside Australia.

The Chair will declare the conduct of an election which will be held by postal ballot should there not be a quorum present.

Motion: That the following **SIX** nominees to the Standing Committee are elected for the **two year** term of office 2020-2022.

ANY OTHER BUSINESS

In the initial Notice of Meeting, members were invited to raise matters with the Secretary by 28 August 2020. No other matters have been raised.

CLOSE OF MEETING

Attachments:

Record of 2019 Annual General Meeting

Chair's Annual Report March 2020

Independent Auditor's Report including Income and Expenditure Statement for 2019/2020

Attachment to Auditor report listing members of Standing Committee.