**Date:** Wednesday 7 December, 2022

**Time:** 4:30pm - 5.30pm

**Location:**

**In person:** Aurecon Boardroom, Level 11, 73 Miller Street North Sydney Australia 2060

**Virtual:** Teams

**Chair:** Megan Thomas

**Attendees:** Karen Godfrey, Jane Hamilton, Luke Morgan, Jen Black, Chris Saxby, Anthea Cudworth, Kieran McCann, Sabrina Muysken, Alicia Baertsoen, Asha Oberoi, Andrew Blunt

**Apologies:** Cat Dundas, Stephanie Cook, Catherine Hollyman

**Agenda Topics**

1. **Registration & welcome – Chris Saxby**

* Text.

1. **Acknowledge and accept the minutes of the last AGM – Chris Saxby**

* Chris put the AGM minutes forward from the last meeting and these were endorsed by Luke and seconded by Sabrina.

1. **President’s Report 2022 – Megan Thomas**

* Refer to President’s report. Megan Thomas presented the President’s report. Jane proposed that we accept the President's Report, which was seconded by Anthea.

1. **Finance Report July 2021 to June 2022 – Anthea Cudworth**

* This report was tabled by Anthea. The Chapter achieved a strong profit in the financial year to 30 June 2022 and has a robust reserves balance. Jane proposed that we accept the report which was seconded by Karen.

1. **Exiting Board Members – Megan Thomas**

* Megan thanked our outgoing Board members Kieran McCann, Sabrina Muysken and Stephanie Cook. Kieran was President of the NSW Chapter during 2020 and 2021, as well as Vice President from 2014. He led the strategic direction of the Chapter during this time and brought a new level of engagement to the member experience. Sabrina joined the Board in December 2020 and has been key to keeping our members connected as our Communications Director managing our website, social media and other electronic communications. Steph, as our Member Director, has made a significant contribution to ensuring that we keep our membership strong and in providing an engaging member experience.
* Sabrina and Steph will provide strategic advice to the Board as our new members transition into their roles.

1. **Nominations of new Board members – Megan Thomas**

* Megan outlined the steps undertaken in the nomination process for the vacant Board Positions. Megan welcomed three new Board members into the chapter leadership: Asha Oberoi, Alicia Baertsoen and Andrew Blunt.
* Anthea proposed that we accept the report, which was seconded by Jen.

1. **Confirmation of continuing Board Members – Megan Thomas**

* Megan proposed the following Board members were endorsed to continue on the Board for 2023, seconded by Anthea:
  1. Karen Godfrey
  2. Jane Hamilton
  3. Luke Morgan
  4. Jen Black
  5. Chris Saxby
  6. Anthea Cudworth
  7. Cat Dundas
  8. Catherine Hollyman

1. **Member Q&A – Chris Saxby**

* Asha asked about the objective for 2023. Megan advised there would be a strategy session on 31 January. Chris to send out invite for this.
* Megan recommended that those people who will be working together have separate catch ups.
* Megan advised that Board meetings will be second Tuesday of each month.

1. **Close**