



Institute of Transport Engineers
ANZ Section Incorporated
[No A0040524R of 30 November 2000]

Minutes

Minutes of Thursday 26th April 2012 for the Annual General Meeting [AGM/11]
Held at the O'Brien Traffic offices - Suite 2, 22 Gillman Street, Hawthorn East

Opening - meeting opened at 8:40 AM

1. President's opening remarks

In the absence of Howard McDonald (President) at the start of the meeting, Mark O'Brien welcomed all in attendance.

2. Attendance, apologies

Present	Apologies
Howard McDonald	Peter Hunkin
Nick Szwed	Emma Donnelly
Mark O'Brien	Peter Daly
Derrick Hitchins	Hussein Dia
Tim Absalom	Daniel Przychodzki
Andrew O'Brien	Peter Croft
Kate Pratt	
David Nash - via internet	
Andrew Somers - via internet	
Don McKenzie - via internet	
Ishan Gangabada - via internet	
Richard Tay - via internet	

3. Confirmation of Minutes from last Annual General Meeting

Mark O'Brien moved and Nick Szwed seconded to accept the 2011 AGM Minutes.
Motion Carried Unanimously

4. Actions arising from the last Minutes - Nil

5. Correspondence

There has been no correspondence specific to the ITEANZ Annual General Meeting. The only correspondence arising was a recent email from Bill Sagers, to be addressed in the next monthly meeting.



6. Business arising out of the Correspondence - Nil

7. Reports

7.1 New Zealand representative - Don McKenzie

Don McKenzie tabled the New Zealand Report and spoke of the growth in the ITEANZ community and recognition of ITEANZ within New Zealand, due to the increase in activities including the net-based webinar series. This has received a great deal of support and should be pursued by the Board in the coming year.

Mark O'Brien moved and Nick Szwed seconded that the New Zealand Report be accepted.

Motion Carried Unanimously

7.2 Treasurer - Emma Donnelly

On behalf of Emma Donnelly, Mark O'Brien tabled the Treasurer's report and advised that spending had been very stable over the past year, and the final balance as of 31st December 2011 was \$39,006.32. However, there have been some changes to the ITEANZ spending patterns since December 2011, with the introduction of Kate Pratt as an administration assistant, and fluctuations in the costs associated with the Breakfast Meeting, President's Dinner and student awards, etc. Other ongoing expenses include the web hosting software, the bulk email provider and 'Go To Meeting' facility for web based meetings. Assessments should be made to ensure ITEANZ is getting a good deal and other software providers should be considered.

Andrew O'Brien moved and Derrick Hitchins seconded that the Treasurer's Report be accepted.

Motion Carried Unanimously

7.3 President - Howard McDonald

Howard McDonald tabled the President's Report and concluded that the last twelve months had been very successful for ITEANZ especially with the increase in membership, but also highlighting a need to expand membership within other states/territories within Australia and internationally (i.e. New Zealand), as ITEANZ is still highly Victoria-based.

Mark O'Brien moved and Andrew O'Brien seconded that the President's Report be accepted.

Motion Carried Unanimously

8. Receive and consider the statement required by Section 30(3) of the Act

Mark O'Brien moved and Howard McDonald seconded that "we have received and considered the statement as required under Section 30(3) of the Act".

Motion Carried Unanimously



9. Election of Executive Board

Nick Szwed nominated Mark O'Brien to chair the election process. This was seconded by Howard McDonald.

Motion Carried Unanimously

The following nominations had been received for the new Executive Board:

President - Derrick Hitchins - proposed by Derrick, seconded by Nick Szwed;
Immediate Past President - proposed by Howard McDonald, seconded by Nick Szwed;
Secretary - proposed by Nick, seconded by Tim Absalom;
Treasurer - Emma Donnelly proposed by Mark, seconded by Andrew O'Brien;
General Board Members:

- David Nash - proposed by David, seconded by Nick Szwed;
- Tim Absalom - proposed by Tim, seconded by Nick Szwed;
- Richard Tay - proposed by Richard, seconded by Nick Szwed;
- Peter Daly - proposed by Peter, seconded by Nick Szwed;
- Daniel Przychodzki - proposed by Andrew O'Brien, seconded by Derrick Hitchins;
- Andrew O'Brien - proposed by Mark O'Brien, seconded by Derrick Hitchins;
- Don McKenzie - proposed by Don, seconded by Peter McCombs;
- Andrew Somers - proposed by Andrew Somers, seconded by Nick Szwed;
- Peter Croft - proposed by Peter, seconded by Peter McCombs; and
- Ishan Gangabada - proposed by Ishan, seconded by Nick Szwed.

Mark asked if there were any other nominations for the positions of President, Secretary and Treasurer. As there were no further nominations, *Mark declared the above people duly appointed*. All motions for nominations for General Board Members were *carried unanimously*.

As there were no nominations for Vice President, it was resolved that the position would be considered at the first monthly meeting of the new Executive Board.

The following nominations had been received for General Board Members:

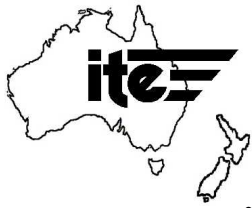
Assistant Secretary - David Nash

Webmaster - Tim Absalom

Seminar Leader Co-ordinator - Richard Tay (note: to assist the specific seminar leaders in organising each event)

Specific Seminar Leaders:

- President Dinner - Andrew O'Brien and Derrick Hitchins



- Breakfast Meeting - Ishan Gangabada

Student Chapter Liaison - Richard Tay

Prize Award Committee:

- Student Paper Award - Richard Tay
- Emerging Professional - Peter Daly
- Contribution to the Profession - Daniel Przychodzki (to be confirmed)
- Contribution to ITEANZ - Andrew O'Brien

Regional Representatives:

- Western Australia - Andrew Somers
- New South Wales - Peter Croft
- New Zealand - Don McKenzie
- Queensland - Hussein Dia (to be confirmed)

Mark asked if there were any other nominations for the positions of President, Secretary and Treasurer. As there were no further nominations, *Mark declared the above people duly appointed.*

10. Special Business

Nick Szwed made a special thanks to Mark O'Brien for his continuous assistance throughout the year as Assistant Secretary and Webmaster.

Mark O'Brien made mention of a conversation with Kittleson's and Associates (Transportation Engineering & Planning), who have an office based in Brisbane, and they have proposed to come down at their own expense to be guest speakers as part of a seminar held by ITEANZ. It was decided that further discussion would take place at the next Monthly Meeting.

11. Meeting close

Mark O'Brien proposed and Andrew O'Brien seconded that the meeting come to an end. The meeting closed at 9:20 AM

Minutes recorded by Kate Pratt.