



## Annual General Meeting Minutes 2023

**Date:** Wednesday 8<sup>th</sup> February 2023

**Venue:** Online via Zoom

**Chair:** Sarah Zhang

**Opening:** Meeting opened at 8:00 am

### 1 President's opening remarks

The President, Sarah Zhang, welcomed all to the meeting.

### 2 Attendance

Present	
Sarah Zhang	Madison Salter
David Nash	Nikhil Maharaj
Daniel Przychodzki	Matt Harridge
Danielle Rebbечи	Robert Morgan
Sara Moridpour	David Harris
Subha Nair	Abbass Kak
Dhanush Laxman	Marlon Gunawardana
Nick Szwed	Yincui Chan
Marianne Richards	Daniel Gaschk

### 3 Apologies

Matthew Bennett, Eric Ye, Kenn Beer, Lindsay Oxlad

### 4 Proxies

Matt Bennett to Danielle Rebbечи

### 5 Confirmation of Minutes from last Annual General Meeting

**Motion:** Nick Szwed moved and Daniel Przychodzki seconded that "the minutes from the 2022 Annual General Meeting be accepted".

*Motion carried unanimously*

### 6 Actions arising from the last Minutes - Nil

### 7 Correspondence - Nil

### 8 President's Report

The President, Sarah Zhang, presented her report. We ran several successful virtual webinars during the year and supported the wider ITE by providing local speakers for several international webinar topics. The student chapters and the YITE are going well, despite the challenges from COVID19.

## 9 Treasurer's Report

The Treasurer, Eric Ye, was not able to attend. The financial statements for the year ending 31 December 2022 were accepted without any questions.

**Motion:** *David Harris moved and Marianne Richards seconded that “the financial statements and the accompanying certification in Schedule 1 Form 1 be accepted by the meeting”. Motion carried unanimously*

The financial statements form part of these minutes.

Confirmation that the financial statements were submitted at the AGM is attached at Appendix A.

## 10 Global District Report

Danny Przychodzki reported on the Global District activities. ITE led by Jeff Paniati is doing very well. There are now more than 17000 members. They have good cash reserves and have returned extra services to members, including free webinars. ITE is running a campaign to get more Transport Planners on board.

The meeting thanked Danny for his commitment.

## 11 Election of Executive Board

### *Election of executive positions:*

- ❖ **President:** Danielle Rebbechi and Matt Bennett nominated themselves as Co-Presidents, seconded by each other

As there were no further nominations, Danielle Rebbechi and Matt Bennett were declared to be duly elected as Co-Presidents.

- ❖ **Vice President:** Matt Harridge nominated from the floor, seconded by Nick Szwed

As there were no further nominations, Matt Harridge was declared to be duly elected as Vice President.

- ❖ **Secretary:** David Nash nominated himself, seconded by Nick Szwed

As there were no further nominations, David Nash was declared to be duly elected as Secretary.

- ❖ **Treasurer:** David Harris nominated from the floor, seconded by Nick Szwed

As there were no further nominations, David Harris was declared to be duly elected as Treasurer.

- ❖ **Immediate Past President** - Sarah Zhang will fill this role as an ex-officio Board member
- ❖ **Global District Director:** Daniel Przychodzki will fill this role as an ex-officio Board member

### *Election of ordinary members to the Board:*

The following nominations as ordinary members were received prior to the AGM:

- ❖ Matt Harridge
- ❖ Marianne Richards
- ❖ Sara Moridpour
- ❖ Dhanush Laxman
- ❖ Kenn Beer
- ❖ Ken Hall
- ❖ Subha Nair
- ❖ Lindsay Oxlad
- ❖ Nick Szwed



The following further nominations as ordinary members were received from the floor:

- ❖ Madi Salter (Madi plans to move to the USA in late March. The Board may wish to co-opt Hamish Speakman from NZ when she leaves.)
- ❖ Daniel Gaschk
- ❖ Richard Tay
- ❖ Eric Ye
- ❖ Nikhil Maharaj
- ❖ Marlon Gunawardana

There are sufficient positions on the Board to accommodate all the above nominations.

**Motion:** *Danny Przychodzki moved and Marianne Richards seconded that “the above nominations as ordinary members be accepted.”*

*Motion carried unanimously*

The above people were declared to be duly elected.

On behalf of all present and all members, David Nash expressed sincere thanks to Sarah Zhang for her excellent leadership over her two years in the President’s role. Similarly, there was great appreciation for Eric Ye’s service as Treasurer. The meeting also acknowledged the contribution over several years by Michael Plant who has advised he will not be continuing on the Board.

## 12 Special Business -

Robert Morgan spoke to the special business that he had notified:

- “The lack of things happening
- The complete absence of a Newsletter in 2022
- (as a consequence?) No celebration of 50 years of the ITE in Aus
- Without getting into the details about my suggestion for the President’s Dinner, the point that no one responsible for that event got back to me”

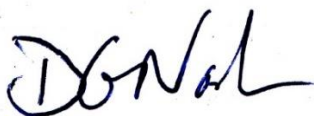
Rob expanded on his comments by emphasising the importance of keeping members informed. Although the website is kept up to date and responses to emails are prompt, the lack of a newsletter is a concern. The Canadian activities and newsletter were cited as a good model.

Sarah Zhang accepted the criticisms but reminded the meeting that all Board members are volunteers.

Daniel Przychodzki suggested that the Board needs to consider the model of the newsletter communications.

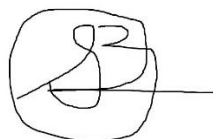
## 13 Meeting close - 8:41 am

Minutes recorded by:



David Nash  
Secretary

Minutes endorsed by:



Sarah Zhang  
President

## Submission of financial statements to annual general meeting – incorporated associations

*Associations Incorporation Reform Act 2012*

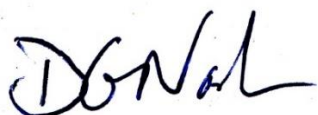
Sections 94(3), 97(3) and 100(3)

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I *David Nash* being a member of the committee of the *Institute of Transportation Engineers-Australia and New Zealand Section Inc* certify that –

“I attended the annual general meeting of the *Institute of Transportation Engineers-Australia and New Zealand Section Inc* held on the **8<sup>th</sup> February 2023** and the financial statements of the association for the financial year ending on **31<sup>st</sup> December 2022** were submitted to the members of the association at that general meeting.”

Signed:



Date: 8 February 2023