



MINUTES

VENUE MANAGEMENT ASSOCIATION (ASIA AND PACIFIC) LTD

ANNUAL GENERAL MEETING

Held: 3:00 PM, Monday, 17th May 2021.

At: Virtual Meeting

1.	Quorum
	<p>Articles 22.1 and 22.2 of the Company's Constitution state:</p> <p><i>For a general meeting to be held, at least 25% of members (a quorum) must be present (in person, by proxy or by representative) for the whole meeting. If a quorum is not present, the meeting shall stand adjourned for a period of 15 minutes and if at the adjourned meeting a quorum is still not present, the members present shall constitute a quorum.</i></p> <p><i>During any adjournment period, the members present may be presented with reports of a general nature provided they do not require resolution during that adjournment period.</i></p> <p>Quorum Required: 215 Members (25% of 862 Financial Members)</p> <p>Attendance at AGM @ 3:02PM: 48 Members</p> <p>Nil Proxy Forms Submitted.</p> <p>The required quorum was not present at 3:02 pm; hence a 15 minute adjournment was required before any motions could be carried.</p> <p>All non-voting or non-motion agenda items proceeded in accordance with the VMA Constitution, with the items requiring a vote commencing after the 15 minute adjournment (i.e. those items commenced after 4:17pm).</p>
2.	Welcome to Members & Guests
	VMA President, Leighton Wood, welcomed members and guests to the AGM.
3.	Apologies
	<p>VMA President, Leighton Wood noted apologies had been received from:</p> <ul style="list-style-type: none"> • Judy Vince CVE
4.	Minutes of previous Annual General Meeting – 27th July 2020
	Minutes from the previous AGM held on 27 th July 2020 were distributed to members in advance of the 2021 AGM in accordance with the Constitution.

	<p>VMA President, Leighton Wood, called for a motion to accept those minutes as a true and accurate record of the meeting held on 27th July 2020.</p> <p>Moved: Anthony Duffy AVM Seconded: Rebecca Barry AVM Carried</p>
5.	Business arising from those Minutes not addressed on this Agenda
	<p>VMA President, Leighton Wood, asked for any business arising from those minutes not addressed on the current agenda.</p> <p>There were no other business matters arising.</p>
6.	VMA President's Report
	<p>VMA President, Leighton Wood noted the President's Report was issued to all members in advance of the AGM in accordance with the Constitution.</p> <p>He presented highlights of the 2020 President's Report to members present at the AGM.</p>
7.	Financial Statements and Auditors Report for year ended 31 December 2020
	<p>Chris Farrell AVM presented the Financial Report which was issued to members in advance of the AGM in accordance with the Constitution.</p> <p>The Treasurer summarised the Financial Report as follows:</p> <ul style="list-style-type: none"> • In accordance with the Corporations Act, an Independent Auditors Report was conducted by the VMA for Financial Year 2020. • The VMA incurred a Net Loss of \$137,051 compared to a Net Profit of \$108,819 in 2019. • On the Balance Sheet, the 2020 Cash Reserves remained strong at \$640,000. <p>Member, Rod Pilbeam, sought confirmation on the receipt of Jobkeeper subsidy by the VMA. It was confirmed that the VMA had been in receipt of Jobkeeper for all available staff for the full nine months it was availability during 2020.</p> <p>VMA Treasurer, Chris Farrell AVM, called for a motion to accept approve the Financial Statements and Auditors Report for year ended 31 December 2020.</p> <p>Moved: Paul Sergeant Seconded: Dean Hassell CVE Carried</p> <p>Chris Farrell AVM noted that this AGM would be his last as Treasurer and thanked the members for their support over his time on the VMA Board.</p>
8.	Venue Management School Chairman's Report
	<p>VMS Chair, Wayne Middleton CVE, presented the 2020 VMS Committee Report which was issued to members in advance of the AGM.</p>

	<p>In particular he noted the changes in both the VMA Committee and Instructor ranks and encouraged all members to consider suitable candidates for enrolment in the 2021 Venue Management School and Leadership Institute.</p> <p>The Chair acknowledged and thanked all Committee Members, Instructors, Ex-Officio's, and VMA Staff for their assistance.</p> <p>Wayne Middleton CVE noted that this AGM would be his last as VMS Chair, having sat on the Committee for 10 years with the last four as Chair. He thanked the VMA Board and members for their support over this time.</p>
9.	Confirmation of the 2021 Election Results and announcement of new VMA Board
	<p>VMA President, Leighton Wood, announced that one third of Directors were required to stand down per the Constitution.</p> <p>The President advised that we had four nominations for the four vacancies from the Active member category and two nominations for the one vacancy for the Allied member category. Following an election process the following members were elected as Directors for a 3 year term:</p> <ul style="list-style-type: none"> • Olivia Birkett, • Matthew Howe, • Adam Lister, • Meagan Walker and • Tim Long CVE. <p>The President thanked outgoing Directors Chris Farrell AVM, David Krug, Patricia McNamara CVE, Judy Vince CVE and Even Wood for their service, and all other Board members for their valued contribution over the past 12 months.</p>
10.	Other Business
	<p>VMA President, Leighton Wood, asked those members present if there was any other business for discussion.</p> <p>As there was no other business, the President closed the AGM at 3.42pm.</p>