



**MINUTES of the Twenty-fourth Annual General Meeting for Members of  
ARAMA Queensland Inc.  
Held at Riverside Hotel, South Bank  
Commencing at 10:35 am on Thursday, 17 September 2015**

**Welcome**

The Chairman welcomed all present and thanked them for attending.

**Notice of Meeting**

The Notice of the AGM was taken as read, having been previously distributed to all members.

**1. Roll Call ~ Attendance in person**

Eric Van Meurs (Chairman), Chris Ward, Maxine Kneubler, Debbie Wijetunge, Mike O`Farrell, Simon Lill, Graham Christensen, Robbie Judge, Ian Hawkins, Michael Kleinschmidt, Gary Cronan, Bill Laphorne, Jane Laphorne, Stanley Xu, Jackie Lin, Silvia Liu, Peter Sagner, Gayle Sagner, Peter Mc Call (State Secretary), Keith Roberts (NFP Analysts & Scrutineer), Garry Maynard (Returning Officer) & Trevor Rawsley (CEO)

**2. Apologies**

As per Proxies

**Quorum:**

Those attending in person plus the 48 in attendance via proxy (below) formed a quorum.

Proxy Name	Proxy Building	Proxy Branch	Member Number	Nominating
David Ruxton	Beach Haven	Gold Coast	1682	The President Mike O'Farrell/The
Kay Wotherspoon	Jindalee Close	Brisbane	1446	President
Georgina Bishop	Newstead Terraces Solnamara Beachfront	Brisbane	1085	The President Chair of the
Paul Anderson	Apartments	Gold Coast	1485	Meeting
Mick Whalen	Nautilus	Port Douglas	1152	The President
John Swiatek	Merrimac Heights	Gold Coast	1277	Simon Lill
Mei Chu Wang	Enoggera Manors Dorchester on the Beach	Brisbane	1860	The President Gold Coast President
Michael and Karen Cross		Gold Coast	1827	Chair of the
Mick Toms	Rivage	Whitsunday/Mackay	1469	Meeting
Pam Ryall	M on Mary The Retreat Beach	Gold Coast	1674	Simon Lill
Daniel and Nora Gleeson	Houses	Sunshine Coast	1216	The President
Peter and Amanda Chegwidden	The Port Douglas Outrigger	Port Douglas	1955	The President Chair of the
Brian Highland	Kalua Apartments	Sunshine Coast	1235	Meeting Chair of the
Dave Scharvi	Azzurra Eco	Gold Coast	1282	Meeting
Josephine Mathews	Toscana Village	Whitsunday/Mackay	1099	Eric Van Meurs
Catherine Logan	Airlie Apartments Shingley Beach	Whitsunday/Mackay	1116	Eric Van Meurs
Nigel Pemberton	Resort	Whitsunday/Mackay	1913	Eric Van Meurs
Trudy Cragg	Sharbeck Peninsula Airlie	Whitsunday/Mackay	1387	Eric Van Meurs
John Hanrahan	Beach	Whitsunday/Mackay	1070	Eric Van Meurs
John Dodds	Portside Whitsundays	Whitsunday/Mackay	1357	Eric Van Meurs
Julie Lilley	Sea Star Apartments	Whitsunday/Mackay	1928	Eric Van Meurs
Graham Purchas	Peregian Court	Sunshine Coast	1005	The President
Takahashi, Tom	Brookfield Estate Solito Realty	Brisbane	1770	Mike O'Farrell Chair of the
Cameron Storey	Carindale	Brisbane	1972	Meeting Chair of the
Blaser, Terry	Langlands Close Mountview	Brisbane	1849	Meeting Chair of the
Reynolds, Steve	Apartments Anchorage Beachfront Island	Brisbane	1918	Meeting Chair of the
Stewart, Leanne	Resort	Brisbane	1151	Meeting
Mike O'Farrell	Riverside Hotel	Brisbane	1324	Mike O'Farrell
Matthew Hayden	The Hamilton Poinciana Manors	Brisbane	2013	Mike O'Farrell Chair of the
Karen and Michael Crane	Complex	Brisbane	1776	Meeting

Linda Critchell	Winchcombe and Carson Place	Brisbane	1878	Chair of the Meeting
Daley, Lisa	Proximity Waterfront Apartments	Brisbane	1936	Chair of the Meeting
Nowland, Michael	Hyde Apartments	Brisbane	1362	Chair of the Meeting

### 3. Minutes of the last Annual General Meeting (2014)

Note: A number of comments relating to the minutes of the 2013 AGM and the 2014 AGM were raised by Graham Christensen. Discussion at this meeting concluded that the 2014 minutes were a true and accurate record of the last meeting. It was pointed out that the minutes of the 2013 AGM were also accepted as accurate.

Eric Van Meurs **moved** and Simon Lill **seconded** that the minutes of the 23rd Annual General Meeting held on Thursday the 26<sup>th</sup> of September 2014, be taken as read and confirmed as a true and accurate record of the meeting. **Motion carried unanimously.**

### 4. Business arising from the minutes

- Nil

### 5. President's Report

The President's report was tabled as published in the 2015 annual report to members by Eric Van Meurs. It has also been available on line since 31/8/2015.

Grateful thanks were offered to our corporate partners, EBM Insurance Brokers, Hirus, Smoke Alarm Solutions, Dulux and Q Paint. The President also acknowledged and thanked the continued support of our State Supporters MR Sales, Holmans and RAAS. It was acknowledged that our membership fees would be much higher without the tangible support of our Corporate Partners, State Supporters and the continued support of our members.

Grateful thanks were offered also to our lawyer's panel, our CEO Trevor Rawsley, our Membership Services Officer Tina Turner, our Secretariat led by Peter McCall and to Holmans who are also our financial controllers. All were thanked and acknowledged for providing their continued support of ARAMA members.

The President noted that the year had been filled with better trading conditions and air of hope and optimism existed for most members. For ARAMA it was a year of consolidating

the earlier IT improvements that had occurred in previous years. This last year saw ARAMA consult very closely with members and various members groups to ensure that the proposed changes to the constitution were understood and accepted. The President thanked the lawyer's panel for its steady guidance and encouragement in relation to the One ARAMA project.

The President acknowledged the continued commitment by ARAMA to freeze any increases to membership fees for as long as it could and urged all members to seek ways to engage with potential members and encourage them to join ARAMA. Only with a significant increase in membership numbers can we expect to keep membership fees as low as possible and continue to deliver the increased services that members are expecting.

On December 1, the PAMDA Act was repealed and replaced with the Property Occupations Act and the Agents Financial Administration Act. This required a state-wide series of roadshows in conjunction with the Office of Fair Trading. In January this year direct submissions were remitted in relation to the BCCM Act. This year also saw ARAMA lead the facilitation of the Strata Stakeholders Umbrella group in conjunction with SCAQ and OCNQ. ARAMA wishes to acknowledge both of these industry groups for agreeing to work co-operatively on joint submissions to Government and on other important matters as they arise from time to time.

Eric Van Meurs **moved** and Chris Ward **seconded** that the President's report be accepted. **Motion carried unanimously.**

## **6. Financial Report**

The meeting was advised that this was the fifth year of reporting by Holmans and also our fifth full year of setting budgets. There is minimal misalignment of cost centre reporting which was a factor of previous years.

Comments in this report relate to the State Office accounts and not the branch accounts.

Revenue from membership subscriptions was up on the previous year for the first time since the global financial crisis. ARAMA's performance in this area compares very favourably when benchmarked against other NFP Industry associations, having said that we must start showing significant increases in membership numbers in order to continue providing the services that members expect.

Advertising revenue was up 5% on LY, Events Income was up 27% on LY while Corporate Partnership Income was down 8% on LY. Overall total revenue of \$451,304 was down 0.5% on LY.

Income from member's subscriptions was \$299,769 which represents a split of 66% of our total income into the state accounts. This is consistent with last year and sees a steady re-balance from 2009 which resulted in an 83% split. Reducing the reliance on membership subscription revenues as a % of total revenues places ARAMA in a much more solid revenue footing with less reliance on only one major revenue stream.

We started to see some tangible efficiencies come our expense items as a result of the previous investment in the I.T. project. These project costs have ceased and we can expect continued savings in the future in this area.

Our expenditure control at ARAMA continues to remain well managed. This is due in part to our budgeting and our expense and pre-approval policy. The senior leadership team were congratulated for their additional contribution in time and effort to ensure that member's funds were spent wisely, in accordance with budgeted forecasts and that appropriate approvals were obtained particularly for major (over \$1,000) expenditure items.

Overall total expenditure of \$448,865 was down by 8% on LY which resulted in unallocated operating surplus of \$2,409 compared to a loss of \$35,837 LY. Over the last 4 years we have accumulated a combined total surplus of \$44,422 which is an average of \$11,106 per year.

Eric Van Meurs **moved** and Simon Lill **seconded** that the financial report be accepted.  
**Motion carried unanimously.**

## **7. Auditors Report**

The auditor's report was tabled as published in the 2015 annual report.

Eric Van Meurs **moved** and Mike O` Farrell **seconded** that the auditor's report be received and accepted. **Motion Carried unanimously.**

## **8. Branch delegates to the State Management Committee**

In accordance with past practice at the AGM, all delegates to the SMC and office bearers resigned their positions with the exception of Peter McCall the State Secretary. Office bearers will be appointed at the next SMC meeting.

The following delegate nominations were accepted onto the State Management Committee subject to them all remaining as financial members by the due date:-

Eric van Meurs, Robbie Judge and Ron Kingsland (Sunshine Coast)

Simon Lill, Graham Christensen and Ian Hawkins (Gold Coast)

Mike O` Farrell, Noel Sklavos and Debbie Wijetunge (Brisbane)

Jo Mathews (Whitsundays); Mick Whalen (Port Douglas); Gayle Love (Cairns)

Eric Van Meurs **moved** and Simon Lill **seconded** that the next SMC meeting will be held via teleconference on the 15<sup>th</sup> of October commencing at 11:00 am. **Motion Carried unanimously.**

## **8. The following resolutions were put to the meeting**

There were 44 directed proxies in favour of each motion and 4 undirected proxies.

**Special resolution 4. Amalgamation with ARAMA National.** *That in accordance with section 80(1) of the Associations Incorporation Act 1981, ARAMA Queensland Inc (registration number IA10296, ABN number 94 055 921 443) amalgamate with Australian Resident Accommodation Managers Association Inc (registration number IA35632, ABN 38 230 243 629) to form a single incorporated association subject to Australian Resident Accommodation Managers Association Inc also resolving to amalgamate and to application being made to the chief executive in accordance with the Act and with such amalgamation to apply from when the chief executive registers the new association in accordance with the Act.'*

**Moved** Eric Van Meurs **seconded** Simon Lill **carried unanimously.**

**Special resolution 5. Common rules.** *'That in accordance with section 81(1)(a) of the Associations Incorporation Act 1981, the Rules tabled at the Annual General Meeting of ARAMA Queensland Inc and initialled by the Chair of the meeting for the purpose of identification (required notice of which has been given to Members and a copy of which has been made available to Members), be adopted by ARAMA Queensland Inc as the proposed common rules of the association to be formed by the amalgamation of ARAMA Queensland Inc and Australian Resident Accommodation Managers Association Inc subject to Australian Resident Accommodation Managers Association Inc also adopting the rules as the proposed common rules and with such rules to apply from when the chief executive registers the new association in accordance with the Act.'*

**Moved** Eric Van Meurs **seconded** Chris Ward **carried unanimously.**

**Special resolution 6. Association name.** *'That the name of the association to be registered from the amalgamation of ARAMA Queensland Inc and Australian Resident Accommodation Managers Association Inc be ARAMA Inc subject to Australian Resident Accommodation Managers Association Inc also adopting the name and the name being registered when the chief executive registers the amalgamated association in accordance with the Act.'*

**Moved** Eric Van Meurs **seconded** Mike O`Farrell **carried unanimously.**

**Ordinary Resolution 7. Appointed person.** *'That in accordance with section 82(1) of the Associations Incorporation Act 1981, Trevor Rawnsley be the appointed person to prepare and to make application for the amalgamation of ARAMA Queensland Inc and Australian Resident Accommodation Managers Association Inc subject to Australian Resident Accommodation Managers Association Inc also resolving to appoint Trevor Rawnsley as the appointed person to prepare and to make the application for amalgamation.'*

**Moved** Eric Van Meurs **seconded** Mike O`Farrell **carried unanimously.**

**Special Resolution 8. Interim officers.** *'That in accordance with section 81(1)(b) and with the Dictionary of the Associations Incorporation Act 1981, the interim officers of the new*

*association to be formed by the amalgamation of ARAMA Queensland Inc and Australian Resident Accommodation Managers Association Inc shall be the individuals identified by rule 66.e)1,2&9)&f) of the proposed common rules plus Trevor Rawsley as manager subject to Australian Resident Accommodation Managers Association Inc also appointing the proposed interim officers.'*

**Moved** Eric Van Meurs **seconded** Debbie Wijetunge **carried unanimously.**

## **10. Close of Meeting**

With no further business, the Chairman declared the AGM closed at: 11:05 pm.

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