Held on Monday October 29th 2018 at, Box Hill Institute of TAFE, Fountain Restaurant’s Private Dining Room, commencing at 6.15pm.

1. **Welcome:** George Hill welcomed everyone to the 3rd AGM of AITC, with members present at Box Hill Institute and via live streaming.
2. **Present:**

In person: Bernd Uber, Daman Shrivastav, Tom Milligan, Martin Probst, Andrew Wisken, Leslie Chan, George Hill, Robert Ford, Ernst Schwab, Kevin Starow, Peter Conheady-barker

Online: see attendance document – appendix 1

1. **Apologies:**

see attendance document – appendix 1

1. **Proxies:**

Nil

1. **Confirmation of minutes of the previous AGM:**

The minutes of the 2nd Annual General Meeting held on Monday October 30th, 2017, and special general meeting held on Monday February 19th 2018 having been circulated prior to this AGM to all financial members;

**The motion the minutes are taken as read:-**

Moved: Nigel Engel

Seconded: Andrew Wisken

Passed unanimously

1. **Business arising from the previous minutes**

Both items of business form the previous AGM are listed on the agenda

1. **Treasurer’s Report:**

The treasurer read out tabled report and tabled the Statement and Balance Sheet, a copy is attached to these minutes – appendix 2

1. **President’s Report:**

The president read out tabled report of the activities/achievements and future objectives, a copy is attached to these minutes – appendix 3

1. **Portfolio Reports:**
   * Registrar: report tabled showing current membership of 85.
   * We also have 19 new applicants in process.
   * The registrar spoke about the membership application and CPD process of applicants.

Comment from Tom Milligan about the focus on ‘group’ memberships and the commitment of the individuals and if our focus is not best focusing on individual memberships – who are committed to the principles of AITC.

* + Branding: reported on activities dung the previous year and the council’s approval of a Social Media Project – more information at next AGM
  + Marketing: report read tabled report of the activities/achievements and future objectives, a copy is attached to these minutes – appendix 4
  + Education Liaison: report read tabled report of the activities/achievements and future objectives, a copy is attached to these minutes – appendix 5
  + Industry Liaison: see presidents report.

**The motion that the above reports be accepted:**

Moved: Andrew Wisken

Seconded: Bernd Uber

Passed unanimously

1. **Election of Committee for the following positions:**

Council members/positions for election were vacated and Martin Probst read out the nominations as follows:

* President – Daman Shrivastav
* Senior Vice President – Ross Hardman
* Vice President – George Hill
* Treasurer – Nigel Engel
  + - * Industry Liaison – Jason Wilkes
* Jeffrey Gear
* Leslie Chan

**All nominees were duly elected to council for a period of two years.**

The new committee members were welcomed and congratulated by Daman.

1. **Member’s Subscription Rates:**

As the new fee structure, as voted on at the Special General Meeting, comes into place from today there is no proposal to increase joining or membership fees.

**Special business form last AGM:**

* Statistics on website and social media activity - see presidents and branding reports – see presidents report

1. **Items for next year’s AGM agenda:**

Member’s Subscription Rates

1. **Being no further business the AGM was closed at 7.00pm.**