



Annual General Meeting Teleconference Meeting

Date:	31 May 2016
Time:	8.05pm AEST
Conference Call:	Phone: G2M
	Pin No. GTM
Attendees:	Chair: Bradley Busch
	ACT Members: Carolyn Keegan
	NSW Members: Bradley Busch, Kathryn Howard
	NT Members: Nil
	QLD Members: Brian Jennings, Garry Long
	SA Members: Gavin Hedrick, Tim Muecke, Frank Cord-Udy, Glenn Schwarz
	TAS Members: Jon Ettershank
	VIC Members: Candice Walker, Peter Tonkin, Brad Schimmel, Aprill Allen
	WA Members: Glade Erickson
	Non-Board Members: Alan Hollensen
Apologies:	Shan Altmann, Peter Marshall, Harry Powell, Kathryn Heaton & Justin Gasparre
Minutes:	Sheryl Kingsley

Documents Distributed

Copies of the following documents were distributed prior to or during the course of this meeting:

- [Meeting Agenda \(31/05/2016\)](#)
- [Previous Minutes \(20/05/2015\)](#)



Detailed Minutes of Agenda Items

1. Welcome to Members, IT Service Management Australia

Alan Hollensen, Chief Executive Officer testifies the Annual Statements from the Chair, Treasurer, CEO and the financial reports give a true, fair and accurate view of the position of itSMF Australia which is an incorporated association under Victorian Legislation.

Bradley welcomes all attendees and thanks everyone for their time.
Votes will be given by voice as it is a teleconference.
We have a quorum of 15 members.

2. Attendance

ACT Members:	Carolyn Keegan
NSW Members	Bradley Busch, Kathryn Howard
NT Members	Nil
QLD Members	Brian Jennings, Garry Long
SA Members	Gavin Hedrick, Tim Muecke, Frank Cord-Udy, Glenn Schwarz
TAS Members	Jon Ettershank
VIC Members	Candice Walker, Peter Tonkin, Brad Schimmel, Aprill Allen
WA Members	Glade Erickson

3. Apologies

Shan Altmann, Peter Marshall, Harry Powell, Kathryn Heaton & Justin Gasparre.

4. Proxies

No proxies have been received.

5. Minutes of the 2015 Annual General Meeting

The minutes of the 2015 Annual General Meeting have been circulated and are posted to the itSMFA Website.

[2015 AGM Minutes – Click here](#)

No corrections required

Move that the minutes to be passed as a true and accurate record of the 2015 Annual General Meeting	
Moved By:	Gavin Hedrick
Seconded By:	Jon Ettershank
Those Against:	Nil
Those Abstaining:	Nil
Those in Favour:	All
Motion:	Carried

6. 2015 Annual Chairs Report

[Chairs Report – Click here](#)

Move that the Chair' Report be accepted	
Moved By:	Bradley Busch
Seconded By:	Peter Tonkin
Those Against:	Nil
Those Abstaining:	Nil
Those in Favour:	All
Motion:	Carried

7. Treasurer's Report and Financial Statements

[Treasurer's Report – Click Here](#)

[Financial Statements – Click Here](#)

Move that the Treasurer's Report be accepted	
Moved By:	Garry Long
Seconded By:	Brian Jennings
Those Against:	Nil
Those Abstaining:	Nil
Those in Favour:	All
Motion:	Carried

8. Board of Management Elections

Elections have been conducted for the Board of Management for 2016.

Under the rules of itSMFA, approximately half of the board retire each year but can offer themselves for re-election.

This year the retiring Board members were:

- Bradley Busch
- Kathryn Howard
- Kathryn Heaton
- Michael Billimoria
- Nick Laggar
- Candice Walker

Bradley Busch, Kathryn Howard and Candice Walker nominated for re-election.

Kathryn Heaton, Michael Billimoria and Nick Laggar did not seek re-nomination.

No other nominations were received.

As a result of there being three nominations for six positions an election was not required. Hence, Bradley Busch, Kathryn Howard and Candice Walker were elected unopposed to the Board of Management of ITSMF Australia for a two-year period commencing from the date of this AGM. Bradley would like to thank Kathryn Heaton, Nick Laggar and Michael Billimoria for their outstanding contribution for the forum.

9. Election of Office Bearers for the Board of Management

At the Board meeting of the 24th April 2016, the following Directors were elected as Office Bearers of the ITSMF Australia Inc. Board of Management for the year 2016 commencing from the completion of this AGM to the date of the next AGM.

Chair – Bradley Busch

Deputy Chair – Kathryn Howard

Treasurer – Garry Long

Board Secretary - Harry Powell

Move that the Office Bearers for the 2016/2017 Year be noted	
Moved By:	Bradley Busch
Seconded By:	Peter Tonkin
Those Against:	Nil
Those Abstaining:	Nil
Those in Favour:	All
Motion:	Carried

10. To confirm the appointment of the Auditor

The Board of Management has met and recommends that Peter Krohn be reappointed as Auditor of the 2016 itSMFA Financial Year

Move that the appointment of Auditor for the 2016/2017 Year be noted	
Moved By:	Garry Long
Seconded By:	Peter Tonkin
Those Against:	Nil
Those Abstaining:	Nil
Those in Favour:	All
Motion:	Carried



11. General Business

No general business

12. Close of Meeting

Bradley thanks everyone for their ongoing support and contribution to the success of the itSMF Forum and looks forward to a successful year ahead.

If you have any further questions, please don't hesitate to contact me or Alan Hollensen at the National Office

Meeting closed 8.30 pm AEST.

Bradley Busch – Chair _____

Dated: _____