



**UNITED SERVICES INSTITUTE OF THE AUSTRALIAN CAPITAL TERRITORY INCORPORATED**

***'Promoting National Security and Defence awareness ABN 697 3996 2119***

PO Box 7912 CANBERRA BC ACT

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**17<sup>th</sup> ANNUAL GENERAL MEETING of the USI-ACT**

**Minutes**

**Wednesday, 15<sup>th</sup> December 2021**

The 17<sup>th</sup> Annual General Meeting of the United Services of the Australian Capital Territory incorporated was held on Wednesday 15<sup>th</sup> December 2021, at 1800 hours via an online ZOOM conference call. The Council had determined that a virtual AGM was the best option given ongoing uncertainty regarding assuring a suitable venue for the meeting.

The Council proposed three new nominations for positions on the Council - including one for Secretary. Nominations we still being pursued for a Treasurer to succeed Ms Sarah Cameron.

**AGENDA**

1. Opening
  - a. Welcome

*President opened the AGM and welcomed all those who had joined virtually. Mr Jeremy Sredwick mediated the online activity*

- b. Apologies

*Raydon Gates, Peter Rose, David Campbell, Sandra Abdul-Razek*

2. Minutes of the 16<sup>th</sup> Annual General Meeting of the USI-ACT of the ACT Inc, held online via ZOOM, 21<sup>st</sup> October 2020.
  - a. Acceptances of the minutes

*The Chair was unable to present the Minutes of the 16<sup>th</sup> AGM where the resignation of the previous Secretary in early 2021 and challenges experienced by the previous Secretary – who had limited and inconsistent domestic IT resources and limited access to MS 365 records had made it difficult for the Chair to source the Minutes in time for the 16<sup>th</sup> AGM. The Chair asked if there were any outstanding issues arising from the previous AGM from memory of the attendees at this AGM. No issues or comment was forthcoming.*

*MOTION: That the Minutes of the 16<sup>th</sup> AGM be sought from the previous Secretary, and that the AGM proceed in the absence of these Minutes.*

*Moved: Chair*

*Seconded: Mr Jeremy Stredwick*

*Decision: Passed*

**b. Matters Arising**

*No matters arising.*

**3. Annual Report**

*President briefly discussed the significant issues and highlighted the challenges and outcomes of the COVID impacted year. He noted that the Report had been posted on the website for review and would take any discussions or queries from the floor. The Chair also noted that the Financial report and audit had been included in the Annual Report and hence acceptance of the Annual Report would include acceptance of the Financial Report and Auditors report. Any discussion would follow the moving of the motion to accept the Annual Report.*

*MOTION: That the 2019/20 Annual Report be accepted.*

*Moved: Chair*

*Seconded: Mr Jeremy Stredwick*

*There was a brief exchange of queries from the members to clarify some of the COVID impacts and the intended way ahead, but no direct challenge to the content of the report. There was no discussion on any of the financial reporting in the Annual Report.*

*Decision: Passed*

**4. Financial Matters**

*The payment of honoraria, pursuant to Articles 48, 50 and 51 of the Constitution, were proposed as follows:*

- a. Payment of Honoraria
  - a. Secretary - \$500
  - b. Treasurer - \$1000
  - c. Auditor - \$500

*MOTION: That the recommended honoraria be paid at the rates prescribed above.*

*Moved: Chair*

*Seconded: Mrs Virginia Heyward*

*Decision: Passed*

**b. Appointment of Auditor**

*MOTION: That the recommended honoraria be paid at the rates prescribed above.*

*Moved: Chair*

*Seconded: Ms Sarah Cameron*

*Decision: Passed*

5. General Business
  - a. COVID-19 Impacts on current yearly activities
  - b. Latest developments on the future of RUSIDSS-A – President USI-ACT update
  - c. Other

*Matters raised by the Chair:*

*The President further elaborated on the impacts of COVID 19 on the delivery of USI-ACT activities and he provided an update on the progress of the review being conducted on the future of the RUSIDSS-A.*

*Matters raised by the members from the floor:*

*No further proposals had been offered prior to the AGM for discussion or decisions by the members. There was no further discussion of matters from the floor.*

6. Election of Office Bearers and Councilors

*The Chair advised that there were three nominations for three positions and that nomination forms with signed proposer and seconder had been received. The biographies of the nominees had been posted on the website for member review and it was assumed that there was no further need to expand on the candidates' background or suitability, and each was put to the membership for voting.*

- c. Morgan Ferrier – Secretary
- d. Patrick Bigland - Councillor
- e. Alexander Meiliunas – Councillor

*Decision: All votes for council positions as detailed above were carried*

7. Close/Next Meeting

*The Chair advised that due to the unpredictable impact of ongoing COVID restrictions that the membership would be advised of the venue or format (if virtual) in due course approaching the middle of 2022.*

*The Chair declared the meeting closed at 18:25*

*Original Signed*

**Bill Henman**

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