

## PRESENT

Bryan Ahern	Anthony Browning	Jan Luikens	Donna Ross
Philip Argy	Melissa Ceccato	Janice McLeay	Katherine Maree Sullivan
Simon Benson	Warwick Finney	Rowena McNally	Luke Sundercombe
Victor Berger	Nea Goodman	Philippa O'Dea	Bill Taylor
Jane Bolitho	Margaret Halsmith	Patrick Paroz	Sandra Walden Pearson
Alysoun Boyle	Fiona Hollier	Elizabeth Picker	David Watt
Charles Brannen	Alan Limbury	Gerald Raftesath	

## IN ATTENDANCE

Sue Ahyee	Catherine Cooper (by phone)	Ellie Pietsch
Cassy Ashford	Rebecca Davis	Winona Wawn
Belinda Cachia	Melissa McDonald	

## APOLOGIES

Lynora Brooke	David Egarr	Jeanette Kinahan	Jay Quin
Anthony Troy Browning	Jon Everest	Barbara Kwiecien	Annabelle Shaw
Bruce Callaghan	John Fisher	Stephen Lancken	Peter Singer
John Clampett	Anita Frayman	Kerrie Liotta	Calvin Smith
Olivia Davis	Markus Frey	Ross MacDonald	Russell Thirgood
Micheline Dewdney	Rosemary Howell	John Muirhead	

The meeting commenced at 5.45 pm

### 1. WELCOME

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The Chair warmly welcomed members to the annual general meeting of LEADR & IAMA.

The Chair confirmed with attendees that there were no outstanding ballot papers for the election of directors to be submitted and voting has now closed.

The Chair introduced current Directors in attendance at the meeting as

- David Watt, Treasurer
- Mieke Brandon
- Rowena McNally, Immediate Past President
- Alysoun Boyle

and invited members to sign the attendance register and to record apologies.

The Chair explained that Resolution Institute had received 129 proxies for voting at the meeting, 117 of which were directed for specific voting.

The returning officer was introduced as Belinda Cachia, assisted by Winona Wawn.

## 2. MINUTES OF ANNUAL GENERAL MEETING HELD ON 10 NOVEMBER 2014

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The minutes of the Annual General Meeting held on 10 November 2014 were taken as read.

**Motion 1:** *That the minutes of the Annual General Meeting of LEADR, held 10 November 2014 be confirmed as a true and correct record of that meeting.*

Moved Janice McLeay, seconded Philip Argy. CARRIED.

## 3. MATTERS ARISING OUT OF MINUTES

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No matters arising from the Minutes were raised.

## 4. REPORTS

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### 4.1 Chair's report and tabling of Annual Report 2015

The Chair, Margaret Halsmith, drew members' attention to her comments in the Annual report, with particular emphasis on a very special year. The Chair expressed her gratitude to members, staff and supporters for their work in progressing and enabling the integration of LEADR & IAMA. There has been a huge amount of progress made over nine months, which is in fact the second of two integrations in two years.

The Chair acknowledged:

- Members who have been fantastic in handling the humps and glitches
- State Chapter and SIG committees for having integrated their approach to events
- Staff who have been working hard with a smile on their face
- The wonderful Board who have had a great cooperative year
- The CEO, Fiona Hollier, who has been supported by executive members Catherine Cooper and Ellie Pietsch.

### 4.2 Honorary Treasurer's report including discussion of the Statutory Accounts, Directors' and Auditor's Reports

The Treasurer, David Watt, 12 months ago reported on integration between NZ and Australia, and now reports on a year of integration between LEADR and IAMA.

The Treasurer acknowledged it has been an eventful year, where the Board has worked harmoniously to produce an exceptional result with the support of subcommittees who have undertaken various functions throughout the year, adding his congratulations and thanks to all Directors for their work and support.

The Treasurer outlined 2016 Highlights

- Achieved surplus of \$6,000, despite forecasting a deficit
- This result speaks volumes for the CEO, Executive team and Finance team of Robert Grima and Gerry Westhuis
- Revenue of over \$3million
- Key revenue centers are training and membership
- Operating costs of \$1.7m, were accurately predicted with less than 10% variance on budget estimates
- Special projects were undertaken throughout the year – spending cash reserves to improve systems for members
- Budget has been approved for significant expenditure in 2015/16, including website development, branding, database integration, expansion of office
- This year saw the realization of a bequest from Larry Morgan of \$200,000 that will be invested for income returns on specific projects.

### 4.3 Chief Executive Officer's report

CEO, Fiona Hollier, explained that the Annual Report is expected early December. She went on to emphasize the importance of values for the organisation. Having worked on developing the name of our new organisation, we realized that in order to achieve the aspirations we need to articulate our purpose and the values that drive us.

**Collaboration** – central to development and momentum of a unified organisation this year.

- at Chapter and SIG level, where members of the previous two organisations have come together to work out new ways of operating. How do we bring our culture together in such a way that we have meaningful purpose and role? We are impressed by the way that collaboration has happened and that members have dedicated themselves to that
- Members have collaborated with staff – staff seeking information, advice and advice on how do we manage unfamiliar situations – there has been a great willingness to collaborate with us.

**Diversity** – the great strengths of our combined organisation is bringing together diverse methodologies across the DR spectrum

- More focus on DR specialists, with particular preferred approaches
- Greater DR literacy
- Helping users identify the most useful DR process
- Growth of our staff into teams with organizational overview and specialization

**Innovation** – Acknowledging and appreciating our strong history and legacy

- Increasing focus on future
- It is raising challenging questions – in what ways are we going to best serve the market? What do users want? How can we stretch resources and reshape them to meet the challenges in the future?

**Excellence** - Commitment to excellence is embedded in all our programs for training, accreditation and grading. We continue to pursue excellence in everything we do.

**Integrity** - Consistency of words and deeds

- Trustworthy
- Behaving with highest personal professional standards
- Codes of ethics

The CEO expressed her thanks to:

- GM's Catherine Cooper and Ellie Pietsch for their behavior to high principle and in support of the CEO
- Staff members – practical application of integrity. Particular acknowledgement to Melissa McDonald, Sue Ahyee, Cassy Ashford, Luke Sundercombe, Belinda Cachia, and Winona Wawn for attending the AGM.
- The Board who constantly model behavior with integrity, self-consciously discussing questions of integrity and provide professional and personal support
- The Treasurer, David Watt, whose knowledge helps create confidence and provides a leadership mentor for final literacy
- The Chair, Margaret Halsmith. The relationship between CEO and Chair is a vital one for the health of the organisation, a bridge between operational and strategic. The CEO said that she appreciated the wise counsel, critical appraisal, challenges and encouragement to question and think. The Chair's support is sustaining.

The CEO concluded by saying how privileged she feels to work with such a group of people driven by their values and finds that she is looking forward to the challenges and opportunities in 2016.

#### *4.4 Comments and questions from members about the Reports*

A member sought clarification of the Treasurer's report which indicated an unqualified opinion from the Auditors. In fact, the auditors have given a qualified opinion. The Treasurer considered this question and confirmed that the auditors have given a qualified report and that his report would be amended to reflect this. The Treasurer went on to confirm that the IAMA annual accounts are almost complete and the net assets from IAMA have been transferred to the new organisation.

A member gave a summary overview of the integration from his perspective, indicating that it has appeared seamless and painless and very ordinary. He expressed credit to CEO Fiona Hollier and her team that business as usual has been achieved with no adverse impact on membership.

The Chair encouraged members to read her report to note the Board members who have contributed to such a successful year.

**Motion 2:** *That the Reports be accepted.*

Moved Alysoun Boyle, seconded Rowena McNally. CARRIED.

#### **5. APPOINTMENT OF THE AUDITOR**

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The CEO explained that in the past, there has been a motion to confirm the auditors at each AGM. At the 2015 meeting, the motion has been altered to nominate the Auditors as the Auditors of the company. A motion about the Auditors will be put in the future, if and at such time, as new Auditors are being proposed.

**Motion 3:** *That R P Campbell Associates be confirmed as the Auditor of the company.*

Moved Alysoun Boyle, seconded Philip Argy. CARRIED

#### **6. SPECIAL RESOLUTION**

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The Chair explained that the Board undertook a consultative and extensive branding exercise during year. It was a deep and meaningful exploration of who we are and where we are going. As a result of this exercise, our new name has been launched.

**Motion 4:** *That the name of the company be amended in the Constitution from LEADR & IAMA to Resolution Institute as follows:*

*From*

**Name:** *The name of the Company is LEADR & IAMA*

*To*

**Name:** *The name of the Company is Resolution Institute and in all subsequent references.*

Moved Alan Limbury, seconded Mieke Brandon. CARRIED

## 7. DECLARATION OF RESULTS OF THE VOTE OF THE BOARD OF DIRECTORS

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The Returning officer announced the results of the election as being (in alphabetical order)

Mark Beech

Alysoun Boyle

Jon Everest

John Fisher

Margaret Halsmith

Rosemary Howell

Jeanette Kinahan

Russell Thirgood

David Watt

The Chair expressed her delight at having 20 high quality nominations and encouraged members to read through the breadth of interest of these nominees thoroughly.

The Chair confirmed that nine Directors have been elected, across five Australian states and New Zealand and the Board has the capacity to appoint additional Directors during the year.

The Chair thanked returning officer Belinda Cachia and assistant, Winona Wawn.

The Chair congratulated those who were elected. She paid particular thanks to those who nominated and were not elected and encouraged them to think about the roles they may be interested in undertaking as part of committees and our community of practice.

## 8. GENERAL BUSINESS

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### *8.1 Global Pound Conference*

IMI is hosting a series of events, the Global Pound Conference, in around 36 countries in 2016. Resolution Institute will continue to consult with IMI about the role and members of the local organizing committee, dates and location.

### *8.2 Member logo*

Designs are being developed for a member logo for the new name

### *8.3 Sydney Arbitration Week*

The Resolution Institute support of this event and hosting of the launch luncheon was outstanding.

### *8.4 CPD calendar*

The Victorian SIGs are developing a comprehensive two year calendar of events. It is anticipated that other Chapters may consider doing similarly.

## 9. VOTE OF THANKS

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The Chair thanked Michael and Deborah Mills for the generous donation of their paintings.

The Chair thanked Oscar Shub for his generous long term loan of numerous artworks for other mediation rooms.

The Chair thanked the CEO and staff for preparing for the AGM rounding off a momentous year.

Janice McLeay thanked the Board for a momentous year that has achieved so much.

There being no further business the Chair declared the meeting closed at 6.35 pm.

Signed as a true record

Chair:

Date: