

**ANNUAL GENERAL MEETING**  
**Building Designers' Association of Queensland Inc.**  
**FRIDAY, 6<sup>th</sup> August, 2021 at: 1.00 pm**  
**VENUE: online - Zoom Meeting**

**MINUTES**

**2020 - 2021 BDAQ Management Committee Executive:**

President - Owen Kleidon	Vice President - Tamica Lewis
Secretary - Neil Jones	Treasurer - Evan Andrews

**2020 - 2021 BDAQ Management Committee Delegates:**

Brisbane Delegate - Patrick Quain	CQ Delegate - Kim Laundry
FNQ Delegate - Lisa Mackee	GC Delegate - Tony Hague
Mackay Delegate - Richard Pace	SW Delegate - Craig van Heerden
SC Delegate - Robert Patterson	Townsville Delegate - Nathan Huppertz
Wide Bay Delegate - Tyson Lochwood	

**Minutes:**

Olivia Dalgliesh (State Admin & Promotions Officer)	Neil Jones (State Secretary)
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Underlined text: items for action.

*Italicised text: comments or extra information from minute-taker.pl*

These notes are summaries of discussions, not verbatim transcripts. Minute taker has made every effort to accurately record discussions.

*Due to the voting procedure adopted at short notice for the online AGM, a review of votes was undertaken after the meeting to ensure correctness of the tally. This review found that several members who were not eligible to vote were counted in the initial tallies that were read online. The numbers that are quoted within the minutes reflect the correct numbers as reviewed. The final tallies have not affected the outcome of the voting procedure.*

Item #	Agenda Item
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1	<p><b>Opening and attendance</b></p> <ol style="list-style-type: none"> <li>The meeting was chaired by BDAQ President, <b>Owen Kleidon</b> who opened the meeting at <b>1:07pm</b> and welcomed all attendees.</li> <li>The chair confirmed that a quorum was present and the meeting is duly constituted - <b>45</b> present, plus <b>2</b> guests/observers and 36 proxy forms submitted, giving a total attendance of 81 members (quorum required - 27).</li> <li><b>Owen</b> asked <b>Olivia</b> to confirm that all members who have been nominated to vote on behalf of other members via proxy are present, and that no member who submitted a proxy form is currently in attendance. <b>Olivia</b> confirmed this check has been completed.</li> </ol>
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- 4 Due to the change in format to be online via Zoom, any financial member (full, life, fellow) attending online may vote on all motions presented. Each member will get one vote unless they have been nominated to vote on behalf of another member via a proxy form. Head Office will calculate results of each motion, including calculating proxy votes.  
**Olivia** confirmed the proxies and attendance have been calculated.
- 5 Zoom’s polling feature will be used to vote for each motion. As each motion is presented by the meeting chairperson, attendees will see it appear in their Zoom window. Three options will be given – affirmative, negative, or abstain. Attendees will be given one minute to vote before polling is closed.
- 6 Head Office will calculate the results after each motion and the full breakdown of votes, including proxy votes, will be shown to all attendees.
- 7 A practice motion will now be presented to ensure all attendees are familiar with this process.  
**100% of members present voted on the test motion.**
- 8 Those who wish to second a motion must unmute and speak.

**Attendance:**

**Online Attendance:**

Name	Member type
Alysha Vassallo	Affiliate
Andrew Fisk	Member
Anthony Trevor	Member
Benjamin Hennig	Member
Bernie Kingsun	Member
Bethany Davy	Affiliate
Brenden Creed	Member
Carolyn Ramsay	Member
Claude McKelvey	Member
Colin Roe	Member
Craig Van Heerden	Member
David Reynolds	Member
Des Haughton	Member
Diana Keeffe	Member
Doug Pearson	Member
Dwight Kirwood	Member
Elaine Silver	Graduate
Evan Andrews	Member
Greg Pershouse	Member
Henriette Werner	Member

Jenny Chadwick	Member
Joe Reggi	Member
Kathryn Annetts	Affiliate
Kim Laundry	Member
Kirsty Bell	Member
Kristina Smith	Student
Lisa Mackee	Member
Lyniece Joblin	Member
Maggie McCalman	Member
Margaret Ewings	Member
Matthew Slocombe	Member
Merv Ruge	Member
Michael Ingamells	Member
Nathalie Knight	Member
Nathan Huppertz	Member
Neil Jones	Member
Owen Batchelor	Member
Owen Kleidon	Member
Patrick Quain	Member
Peter Latemore	Member
Peter McPhee	Member
Richard Pace	Member
Robert Patterson	Member
Robert Zdravec	Affiliate
Ron Smythe	Member
Scott Dawson	Member
Susan Hobbs	Member
Tamica Lewis	Member
Tony Hague	Member
Tyson Lochwood	Member

**Attendance by proxy:**

Attending Member Name	On Behalf Of
Craig van Heerden	Lachlan Hunter
Craig van Heerden	Peter Galligan
Evan Andrews	Erren Sieders
Greg Pershouse	Geoffery Pratt
Greg Pershouse	Peter Nelson
Henriette Werner	Aaron Kefford
Henriette Werner	Beverley Jorgensen
Kim Laundry	Darryl Lindley
Kim Laundry	Ian Vaughan

Kim Laundry	Keith Turner
Kim Laundry	Scott Matveyeff
Kim Laundry	Trevor Rufus
Lisa Mackee	Rodney Butland
Lisa Mackee	Ken Bridges
Lisa Mackee	Matt Piromalli
Lisa Mackee	Shane Raso
Lisa Mackee	Terry James
Nathan Huppatz	Andrea Weightman
Nathan Huppatz	Conrad Dubois
Nathan Huppatz	Nigel Bull
Neil Jones	Ron Stevens
Neil Jones	Owen Kleidon
Peter Latemore	Alan Brind
Patrick Quain	Dan Harry
Patrick Quain	Diana Keeffe
Patrick Quain	Samantha Steven
Robert Patterson	Chris Halliday
Robert Patterson	Laurence van Slyke
Robert Patterson	Phil McGowan
Tony Hague	Reece Keil
Tony Hague	Cam Raymond
Tony Hague	Gabor Barany
Tamica Lewis	Brett Turner
Tyson Lochwood	Anthony Nelson

**Guest Attendance:**

Olivia Dalgliesh	Rob Bebrouth		
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**The Chair** informed that: **Each attendee** will be asked if they wish to disagree or abstain from each motion.

- 2 **Apologies:**  
 No apologies received by Head Office.  
 No others raised from the floor.

- 3 **Confirmation of Previous Minutes**  
 3.1 The minutes of the 2020 Annual General Meeting held at The Build and Design Centre, 66 Merivale Street, South Brisbane on **Friday 21<sup>st</sup> August, 2020** were distributed to the membership via email on **Friday 25<sup>th</sup> June, 2021.**

**Motion**

That the minutes of the 2020 Annual General Meeting held at The Build and Design Centre, 66 Merivale Street, South Brisbane on **Friday 21<sup>st</sup> August, 2020** be confirmed as a true and accurate record.

**Moved by: Owen Kleidon**

**Seconded by: Neil Jones**

**Carried**

Motion	That the minutes of the 2020 Annual General Meeting held at The Build and Design Centre, 66 Merivale Street, South Brisbane on <b>Friday 21<sup>st</sup> August, 2020</b> be confirmed as a true and accurate record.		
	<b>Abstain</b>	14	21%
	<b>Affirmative</b>	50	77%
	<b>Negative</b>	1	2%
	<b>Total Votes Cast</b>	65	
	<b>Name</b>	<b>Vote</b>	
	ANDREW FISK	abstain	
	BENJAMIN HENNIG	abstain	
	Bernard Kingsun	abstain	
	Colin Roe	abstain	
	Des Haughton	abstain	
	Diana Keeffe	abstain	
	Jones Neil	abstain	
	Lyneece Joblin	abstain	
	owen batchelor	abstain	
	tony hague	abstain	
	<b>Total: Abstain</b>	10	
	<b>Proxies assigned to abstainees</b>	4	
	Anthony Trevor	affirmative	
	Carolyn Ramsay	affirmative	
	Craig Van Heerden	affirmative	
	Doug Pearson	affirmative	
	Dwight Kirwood	affirmative	
	evan Andrews	affirmative	
	Jennifer Chadwick	affirmative	
	joe reggi	affirmative	
	Jones Neil	affirmative	
	Kirsty Bell	affirmative	
	Lisa Mackee	affirmative	
	Margaret Ewings	affirmative	
	Matt SLocombe	affirmative	

	merv ruge	affirmative	
	Nathan Huppatz	affirmative	
	Owen Kleidon	affirmative	
	Patrick Quain	affirmative	
	Peter Latemore	affirmative	
	Richard Pace	affirmative	
	Robert Patterson	affirmative	
	Susan Hobbs	affirmative	
	Tamica Lewis	affirmative	
	<b>Total: Affirmative</b>		<b>22</b>
	<b>Proxies assigned to affirmative</b>		<b>28</b>
	Bernard Kingsun	negative	
	<b>Total: Negative</b>		<b>1</b>

4

**BDAQ President's Report - 4.0 Presidents Report - BDAQ AGM 2021**

*Extract from the Presidents Report - 4.0 Presidents Report - BDAQ AGM 2021*

*Thanks for the opportunity.*

*Now is the appropriate time to thank the BDAQ for providing me with the opportunity to serve as President for the previous three years. It seems such a long time ago but similarly, just yesterday that I took on this role, having served previously as Treasurer and Vice President.*

*Much has changed in BDAQ operations during the last five years. This change must continue for the good of the association. Like a business, the association must evolve and respond to the changing nature of our surroundings. We continue to evolve as an organisation. It is essential to continue seeking and following the opportunities to grow in recognition and stature as professionals.*

*Despite some unfinished projects, I believe that it is the appropriate time for me to move on. I look forward to the opportunity to serve the association in other ways in the future as much as I look forward to the next era of leadership. I urge every member to actively support and advance the association and the ideals that it promotes.*

*I thank the current committee, including recently departed delegates, for their work in support of the association. Andrea Weightman and Michael Russell have recently handed over the role of regional delegate to others. Henriette has also accepted the challenge of State Vice President and, as such, will no longer be the Sunshine Coast Delegate. I welcome the new delegates to their role and the management committee. I also congratulate the new executive team comprising Tamica, Henriette, Evan (continuing) and Margaret.*

*The most important message that I wish to leave with delegates, both old and new, is to engage with the management committee and your local members, the members that you represent. I am frequently reminded of the contradiction that the executive face. They are elected by the members to lead but also to undertake the will of the members. The delegates must be engaged with the members of their branch to accurately convey the members' intention and the committee's deliberations.*

*Tamara's departure from the association was unexpected and less than ideal in timing. However, this has provided an opportunity to reconsider the role required by the association and seek a suitable candidate. We have now engaged Rob to fill this position. By now, most members of the association have had an opportunity to meet him. I am looking forward to the results that his experience and perspective will bring to the association.*

*CPD, Brand Update and Re-Naming are three outward items that have become the focus of my time as President. Required CPD has been introduced to the requirements for full membership with a thus far satisfactory response. It is such an essential part of being a building designer. The fact that we, as an association, have put up our hand to industry and said that we will take this step to better the industry are powerful statements. If we aspire to be considered leaders in our industry, we must set the example and lead.*

*The brand update and re-naming will be voted upon by the membership at the Special General Meeting of the Association on Friday 6 August. Despite the name change being a secondary outcome to the rebrand, it was the process being undertaken that showed this to be a very important component. The name change provides the association with greater opportunity to move forward and engage with industry, regulators and our consumers. Our primary focus will always remain on our members, but our mandate is to support all building designers. Within this context, we can better support our members through increased engagement and awareness in the community, and I believe that this outcome provides us with that opportunity. I urge all members, whether they agree completely or not, to embrace the change and support it.*

*Perhaps more important than those above is the change in the operations of the association that have occurred in the last three to five years. We have restructured the way we operate. We have become more fiscally responsible. We have engaged more productively with members and partners and we have taken greater control of our destiny. These things have not happened with any great fanfare or announcements. It is the result of a steady and determined effort from many persons within the association.*

*Finally, but above all, I would like to take this opportunity to thank all of the committee members for their work and support. The members, particularly the chairs of the sub-committees, continue to do an excellent job for the association and its members. I thank them for their time and commitment to the betterment of the association and our profession.*

*I am looking forward to seeing the growth and development of the association from a different chair in the future. Respectfully Submitted,*

*Owen Kleidon (President)*

**Susan Hobbs** thanked **Owen** for his work across the various roles he has held, not just President.

**Henriette Werner** asked **Owen** what he'll be doing with his free time. Owen confirmed he'll be working on more advocacy ventures, as well as more time for study and his business.

**Motion**

That the President's report, as tabled, be accepted.

**Moved by: Owen Kleidon**  
**Seconded by: Tamica Lewis**  
**Carried**

<b>Motion</b>	That the President's report, as tabled, be accepted.		
	<b>Abstain</b>	4	7%
	<b>Affirmative</b>	56	93%
	<b>Negative</b>	0	0%
	<b>Total Votes Cast</b>	60	
	<b>Name</b>	<b>Vote</b>	
	Colin Roe	abstain	
	Carolyn Ramsay	abstain	
	Lyneece Joblin	abstain	
	Kirsty Bell	abstain	
	<b>Total: Abstain</b>	4	
	<b>Proxies assigned to abstainees</b>		
	Dwight Kirwood	affirmative	
	BENJAMIN HENNIG	affirmative	



	Henriette Werner	affirmative	
	Doug Pearson	affirmative	
	Kim Laundry	affirmative	
	evan Andrews	affirmative	
	Lisa Mackee	affirmative	
	tony hague	affirmative	
	Jennifer Chadwick	affirmative	
	Margaret Ewings	affirmative	
	Diana Keeffe	affirmative	
	merv ruge	affirmative	
	David Reynolds	affirmative	
	Peter Latemore	affirmative	
	Patrick Quain	affirmative	
	Susan Hobbs	affirmative	
	Matt SLocombe	affirmative	
	owen batchelor	affirmative	
	joe reggi	affirmative	
	Owen Kleidon	affirmative	
	Craig Van Heerden	affirmative	
	Tamica Lewis	affirmative	
	Des Haughton	affirmative	
	Jones Neil	affirmative	
	<b>Total: Affirmative</b>	24	
	<b>Proxies assigned to affirmative</b>	32	

**5 Treasurers Report - 5.0 Treasurers Report - BDAQ AGM 2021**

*Extract from the Treasurers Report - 5.0 Treasurers Report - BDAQ AGM 2021*

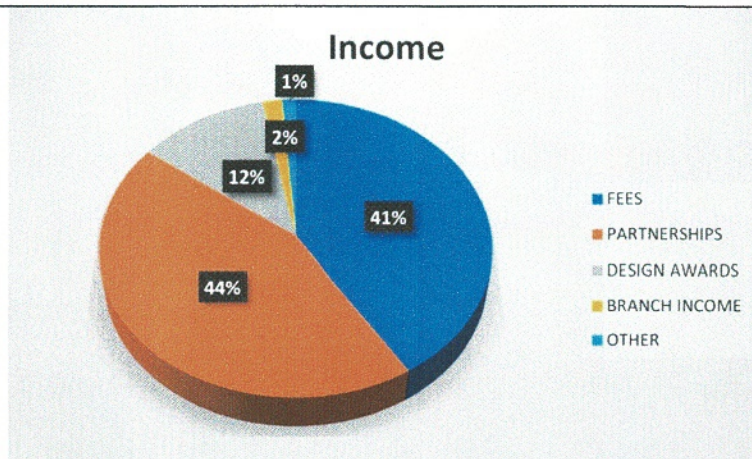
*Members will have had prior access to the following financial report for this meeting:*

- *Auditors report financial year 2020-2021*

**NOTES:**

**INCOME**

*BDAQ income is predominantly derived from 2 sources: Membership fees, and corporate partners. Historically, the former was the more dominant source, but in recent times, the income source is more equally shared. Ideally, if we can grow corporate funding sufficiently, we could be able to offer even greater member services and benefits.*



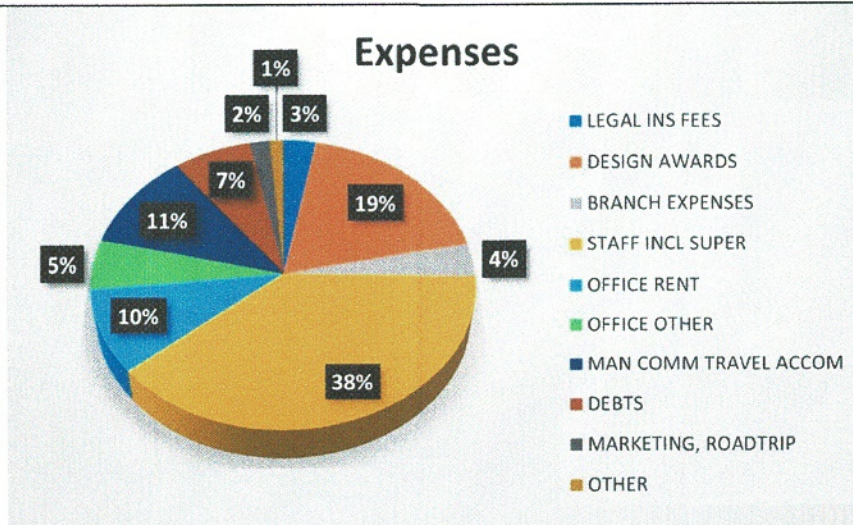
*Growing partnership funding is a balancing act: we must be able to deliver on our agreements with our partnership prospectus in terms of contact with members, and members promoting their product and services. Growing, or indeed even maintaining, the level of corporate funding is contingent on a 'quid pro quo' ethos: in return for funds the corporate partners, not unreasonably, expect something. They expect that members of BDAQ will attend, attentively, their presentations at branch meetings, at CPD sessions, and at on-line masterclass presentations. And they will hope that members will specify their products. BDAQ do not enter into partnerships with corporate partners in whom we do not have faith of product or service. Members thus have no reason not to recommend partners' products or services.*

*In addition to the usual product-based partner, we now have some services-based partners: RCR Law, United Magazines, Building Approvals and Advice are examples. These partners provide services to BDAQ and its members, free of payment to BDAQ, and we would hope that members would utilise their services in exchange for the benefits they provide to the Association and its membership.*

*Or members could choose to not do the above and suffer a lessening of services by head office staff and/or an increase in membership fees to offset the loss of corporate funding.*

#### **EXPENDITURE**

*Our main expenses (like most businesses) are personnel and premises. We continue to monitor these to obtain the most effective return on the cost. Additionally, the Design Awards program and events are an ongoing cost to the Association, but viewed as a necessary one to highlight, celebrate and promote the great work done by our membership.*



#### GENERAL

*I believe we have made some great progress within the Association in the past 5 years (almost) since we engaged our own staff. We have a competent and passionate newly - engaged Executive Manager in Rob, ably assisted by Olivia. We introduced a CRM, to better streamline head office operations and member services. We have promoted Building Design as a profession, and especially those BD's who are members of BDAQ. We still have a way to go, but we are making great headway.*

*The Association has invested in a marketing firm to create new branding, and from a treasury perspective it would be disappointing should members not support the proposed re-branding at the General Meeting on 6th August. I have heard members talk the talk: it would be pleasing to now see them walk the walk (and this extends beyond the re-brand vote, to attendance at branch meetings, involvement in branch functions, etc).*

*2020-21 has been a year of various challenges: not the least of which is the global Covid-19 pandemic. Despite this challenge, we have maintained our corporate partners, and our typical membership base, and found ways to interact with members beyond the traditional face-to-face contact method. Online meetings, with partners and with members, have proved effective, and have proven to be part of the norm moving forward, with state-wide quarterly on-line meetings occurring.*

#### THE FUTURE:

*Overall, the budget is on track, but there is not a lot of room for movement.*

*Evan Andrews; (Treasurer)*

**Evan:** hopefully all members have read the report. You can see from income it's pretty evenly split between partnership and membership fees. Our biggest expense is our highly regarded personnel. Budget it on track – there's not a lot of room for movement – we really need every member and partner to renew. I'd encourage every member to see to the partners' requirements as best they can so that we can keep moving forward as an Association.

**Ron Smythe** asked a series of questions of Evan's report and budget.

### 1: NABD

The Management Committee Notes of February 2021 identified that the NABD, National Alliance of Building Designers did not exist as two member states did no longer exist. A new MOU was being drafted. The Audited accounts indicate that NABD expenses and costs for the year were \$8,200.90.

a. What was this expenditure?

**Evan:** majority was spent engaging a business advisor. There was a time back 12 months ago where there were thoughts of reigniting NABD in some format – we needed to get specialist advice on how that could happen.

b. What is the organisation's ongoing financial commitment to NABD?

**Evan:** none.

### 2. Rebranding

The Treasurer in his report identifies that the 'Association has invested in a marketing firm to create new branding'. As we are about to vote on this proposal

a. What is the total expenditure on rebranding to date?

**Evan:** so far we've invested \$16,500 into rebranding through various sources.

b. If the rebranding proposal is approved my members, what is the estimated cost of the changeover?

**Evan:** if approved, there's probably another \$12,000 to be spent.

### 3. State Awards

a. Based on the figures in the Auditor’s Report, the State awards program was a loss to the association of \$11,506 in 20/21 and \$16,528 in 19/20 and represents 19% of the annual expenditure of the organisation.

b. It is noted that no specific income from corporate partners is identified for the State Awards. Can the corporate sponsorships received specifically for the State Awards be identified in the Profit and Loss statement?

**Evan:** good question – it’s been the subject of recent discussions. Although our current accounting procedure doesn’t identify when we get payment from corporate partner how that’s allocated. Typically allocate \$24,000 of all partnership funding we receive to offsetting costs of running the State Design Awards. We’re talking about redoing so that is allocated for those events, which will help us budget for those events as well.

**Owen:** Regional Design Awards and State Design Awards are part of the activities of our association. I see them as an expense, and ok to be reported that way. They are key elements that our partners contribute for – they all want to be part of it. It’s a large part of why they come on board as partners of the Association. It may not be a direct money in and out comparison, but Design Awards remain an important part of our work. Similar to one of our employees - if we treat them on a cash book, they would be a significant loss to the Association on an annual basis.

**Evan:** Ron one of your other questions was about budget. We run the Association per a budget. The last one was approved in February, so if anyone wants to see it it’s in the minutes for that month on the website. I have, following Rob’s appointment, prepared revised budget which I’m putting forward to be approved by Man Comm. All expenses are approved under the budget.

**Motion**

That the Treasurers report, as tabled, be accepted.

**Moved by: Evan Andrews  
Seconded by: Ron Smythe  
Carried**

<b>Motion</b>	That the Treasurers report, as tabled, be accepted.		
	<b>Abstain</b>	5	8%
	<b>Affirmative</b>	55	92%
	<b>Negative</b>		0%
	<b>Total Votes Cast</b>	60	
	<b>User Name</b>	<b>Vote</b>	

	Carolyn Ramsay	abstain	
	Lyneece Joblin	abstain	
	BENJAMIN HENNIG	abstain	
	Kirsty Bell	abstain	
	<b>Total: Abstain</b>		4
	<b>Proxies assigned to abstainees</b>		1
	Kim Laundry	affirmative	
	Lisa Mackee	affirmative	
	Nathalie Knight	affirmative	
	Jennifer Chadwick	affirmative	
	Margaret Ewings	affirmative	
	tony hague	affirmative	
	merv ruge	affirmative	
	David Reynolds	affirmative	
	Peter Latemore	affirmative	
	Diana Keeffe	affirmative	
	Patrick Quain	affirmative	
	Susan Hobbs	affirmative	
	owen batchelor	affirmative	
	joe reggi	affirmative	
	Owen Kleidon	affirmative	
	Craig Van Heerden	affirmative	
	Tamica Lewis	affirmative	
	Matt SLocombe	affirmative	
	Des Haughton	affirmative	
	Jones Neil	affirmative	
	Colin Roe	affirmative	
	Brenden Creed	affirmative	
	evan andrews	affirmative	
	Robert Patterson	affirmative	
	<b>Total: Affirmative</b>		24
	<b>Proxies assigned to affirmative</b>		31

**Owen Batchelor:** I know we've voted on it, but after the heading of software there's a dramatic increase from \$5,000 last year to \$25,000 this year – what was the spare \$20,000 for?

**Evan:** Our new CRM – rather than investing in another staff member we made the decision to employ a mechanism which would control our databases as one single point of truth and make Head Office more efficient in that regard.

**Owen Batchelor:** is that a one off cost or ongoing?

**Evan:** no, the annual cost is \$10,000 and the set up cost was \$10,000. We received a grant for \$10,000 which helped with that cost.

**Owen Batchelor:** second question: when you add up profit and loss, you have a net profit of \$32,000 but when you add up the bank accounts there's a discrepancy of about \$16,000. It's a discrepancy in our favour.

**Evan** asked for clarification.

**Owen Batchelor:** if you take away last year's total bank account, \$67,000, away from \$116,000 you get \$48,000. But the profit and loss sheet shows a profit of \$32,000.

**Evan:** do the dates correspond? The auditors report is February to February, but my report is current.

**Owen Batchelor:** I don't know.

**Owen Kleidon:** we send it to the auditors every year so we know we haven't made a mistake. There are sometimes invoices that are raised across the transition from year to year - membership fees or design awards entry fees - that does create some differentials on paper.

6

**Auditors Report - Year Ending 28<sup>th</sup> February, 2021 - Refer attached**

The Auditors Report - **Year ending 28<sup>th</sup> February, 2021** was distributed to the membership via email on Wednesday 4<sup>th</sup> August, 2021

**Owen** spoke to the reason for our end date of financial year: membership year, accounting period of major partner.

**Motion**

That the Auditor's Report for the financial year ending 28th February, 2021 be accepted.

**Moved by: Owen Kleidon  
Seconded by: Evan Andrews  
Carried**

<b>Motion</b>	That the Auditor's Report for the financial year ending 28th February, 2021 be accepted.		
	<b>Abstain</b>	4	6%
	<b>Affirmative</b>	58	94%

	<b>Negative</b>		0%
	<b>Total Votes Cast</b>	62	
	<b>User Name</b>	<b>Vote</b>	
	ANDREW FISK	abstain	
	Bernard Kingsun	abstain	
	Des Haughton	abstain	
	Jones Neil	abstain	
	<b>Total: Abstain</b>	4	
	<b>Proxies assigned to abstainees</b>	0	
	Brenden Creed	affirmative	
	Colin Roe	affirmative	
	Richard Pace	affirmative	
	Carolyn Ramsay	affirmative	
	Scott Dawson	affirmative	
	Michael Ingamells	affirmative	
	Patrick Quain	affirmative	
	Dwight Kirwood	affirmative	
	Tamica Lewis	affirmative	
	BENJAMIN HENNIG	affirmative	
	Susan Hobbs	affirmative	
	Henriette Werner	affirmative	
	Matt SLocombe	affirmative	
	Doug Pearson	affirmative	
	Peter Latemore	affirmative	
	Kim Laundry	affirmative	
	Alysha Vassallo	affirmative	
	Owen Kleidon	affirmative	
	evan andrews	affirmative	
	Lisa Mackee	affirmative	
	Nathalie Knight	affirmative	
	Jennifer Chadwick	affirmative	
	Margaret Ewings	affirmative	
	tony Hague	affirmative	
	merv ruge	affirmative	
	Robert Patterson	affirmative	
	<b>Total: Affirmative</b>	26	
	<b>Proxies assigned to affirmative</b>	32	
<b>7</b>	<b>Election of Management Committee - Association Executive</b> The Chair, <b>Owen Kleidon</b> declared all Association Executive positions of the BDAQ Management Committee vacant.		



**Owen Kleidon** stood down as chair of the meeting and invited **Rob Bebrouth** to act as the 'Returning Officer' for the election of the association executive.

**The following nominations** were received in writing prior to the AGM and in accordance with BDAQ Policy:

#### **State President**

Nominee: **Tamica Lewis**

Nominated by: **Brett Turner**

Seconded by: **Greg Pershouse**

Nomination accepted by: **Tamica Lewis**

As there were no further nominations received for the BDAQ 2021-2022 'State President' position, the 'returning officer, **Rob Bebrouth** declared **Tamica Lewis** as the State President 2021-2022 and handed over the chair of the meeting to **Tamica Lewis**.

#### **State Vice President**

Nominee: **Henriette Werner**

Nominated by: **Tamica Lewis**

Seconded by: **Chris Halliday**

Nomination accepted by: **Henriette Werner**

As there were no further nominations received for the BDAQ 2021-2022 'State Vice President' position, **Henriette Werner** was declared the State Vice President.

#### **State Secretary**

Nominee: **Margaret Ewings**

Nominated by: **Neil Jones**

Seconded by: **Peter Latemore**

Nomination accepted by: **Margaret Ewings**

As there were no further nominations received for the BDAQ 2021-2022 'State Secretary' position, **Margaret Ewings** was declared the State Secretary.

#### **State Treasurer**

Nominee: **Evan Andrews**

Nominated by: **Craig van Heerden**

Seconded by: **Owen Kleidon**

Nomination accepted by: **Evan Andrews**

As there were no further nominations received for the BDAQ 2021-2022 'State Treasurer' position, **Evan Andrews** was declared the State Treasurer.

**Tamica** thanked **Owen** and **Neil** for their work to date and thanked Owen for staying on in the Immediate Past President role. Looking forward to working with Henriette and Margaret.

8

**Ratification of Branch Delegates as Management Committee Members**

The following Branch Delegates have been presented for ratification as members of the 2021/2022 BDAQ Management Committee:

- 1 Brisbane Branch – **Patrick Quain**
- 2 Central Qld Branch – **Kim Laundry**
- 3 Far North Qld Branch – **Lisa Mackee**
- 4 Mackay Branch – **Richard Pace**
- 5 South West Branch – **Craig van Heerden**
- 6 Sunshine Coast Branch – **Robert Patterson**
- 7 Townsville Branch – **Nathan Huppatz**
- 8 Wide Bay Branch – **Tyson Lochwood**
- 9 Gold Coast – **Tony Hague**

**Motion**

That the Branch Delegates as presented be ratified as members of the 2021-2022 BDAQ Management Committee.

**Moved by: Tamica Lewis**  
**Seconded by: Owen Kleidon**  
**Carried**

<b>Motion</b>	That the Branch Delegates as presented be ratified as members of the 2021-2022 BDAQ Management Committee.	
	<b>Abstain</b>	8 11%
	<b>Affirmative</b>	68 89%
	<b>Negative</b>	0 0%
	<b>Total Votes Cast</b>	76
	<b>User Name</b>	<b>Vote</b>
	tony hague	abstain
	Bernard Kingsun	abstain
	Patrick Quain	abstain
	<b>Total: Abstain</b>	3
	<b>Proxies assigned to abstainees</b>	5
	Lisa Mackee	affirmative
	Carolyn Ramsay	affirmative

	merv ruge	affirmative	
	Susan Hobbs	affirmative	
	Kim Laundry	affirmative	
	Brenden Creed	affirmative	
	Greg Pershouse	affirmative	
	Margaret Ewings	affirmative	
	joe reggi	affirmative	
	Nathalie Knight	affirmative	
	Nathan Huppertz	affirmative	
	Lyniece Joblin	affirmative	
	owen batchelor	affirmative	
	Colin Roe	affirmative	
	Des Haughton	affirmative	
	Jennifer Chadwick	affirmative	
	Kirsty Bell	affirmative	
	Doug Pearson	affirmative	
	Henriette Werner	affirmative	
	Matt SLocombe	affirmative	
	ANDREW FISK	affirmative	
	Kai Wilhelmi	affirmative	
	Michael Ingamells	affirmative	
	Diana Keeffe	affirmative	
	Robert Patterson	affirmative	
	Anthony Trevor	affirmative	
	Dwight Kirwood	affirmative	
	Tsv Ron Smythe	affirmative	
	Owen Kleidon	affirmative	
	BENJAMIN HENNIG	affirmative	
	Tyson Lochwood	affirmative	
	David Reynolds	affirmative	
	Peter McPhee	affirmative	
	evan andrews	affirmative	
	Craig Van Heerden	affirmative	
	Tamica Lewis	affirmative	
	Peter Latemore	affirmative	
	Jones Neil	affirmative	
	Scott Dawson	affirmative	
	<b>Total: Affirmative</b>		39
	<b>Proxies assigned to affirmative</b>		29

**9 Membership Awards – Per Policy 17.1**

The Chair, **Tamica Lewis** informed attendees that a nomination has been duly received for membership category 'Fellow'. With approval, this award will be presented at the 2021 State Building Design Awards Presentation.

**Motion**

That 'The Nominee' be accepted as a person whose services to the Building Design Industry are worthy to receive the honoured position of, 'Fellow' of BDAQ.

**Moved by: Peter Latemore**  
**Seconded by: Henriette Werner**  
**Carried**

<b>Motion</b>	That 'The Nominee' be accepted as a person whose services to the Building Design Industry are worthy to receive the honoured position of, 'Fellow' of BDAQ.	
<b>Abstain</b>	2	3%
<b>Affirmative</b>	73	97%
<b>Negative</b>	0	0%
<b>Total Votes Cast</b>	75	
<b>Name</b>	<b>Vote</b>	
Brenden Creed	abstain	
Bernard Kingsun	abstain	
<b>Total: Abstain</b>	2	
<b>Proxies assigned to abstainees</b>	0	
Lisa Mackee	affirmative	
Carolyn Ramsay	affirmative	
merv ruge	affirmative	
Susan Hobbs	affirmative	
Kim Laundry	affirmative	
tony hague	affirmative	
Greg Pershouse	affirmative	
Margaret Ewings	affirmative	
joe reggi	affirmative	
Nathalie Knight	affirmative	
Nathan Huppatz	affirmative	
Lyniece Joblin	affirmative	
owen batchelor	affirmative	
Colin Roe	affirmative	
Des Haughton	affirmative	
Jennifer Chadwick	affirmative	
Kirsty Bell	affirmative	
Doug Pearson	affirmative	
Henriette Werner	affirmative	
Patrick Quain	affirmative	
ANDREW FISK	affirmative	
Kai Wilhelmi	affirmative	

	Michael Ingamells	affirmative	
	Diana Keeffe	affirmative	
	Robert Patterson	affirmative	
	Dwight Kirwood	affirmative	
	Tsv Ron Smythe	affirmative	
	Owen Kleidon	affirmative	
	Tyson Lochwood	affirmative	
	Kristina Smith	affirmative	
	David Reynolds	affirmative	
	Peter McPhee	affirmative	
	evan andrews	affirmative	
	Craig Van Heerden	affirmative	
	Tamica Lewis	affirmative	
	Richard Pace	affirmative	
	Peter Latemore	affirmative	
	Jones Neil	affirmative	
	Scott Dawson	affirmative	
	<b>Total: affirmative</b>		39
	<b>Proxies assigned to affirmative</b>		34

10

### Appointment of an Auditor

#### Motion

That BDAQ appoint Haslam Consulting and Accounting to be the auditors for this coming financial year.

**Moved by: Tamica Lewis**  
**Seconded by: Evan Andrews**  
**Carried**

<b>Motion</b>	That BDAQ appoint Haslam Consulting and Accounting to be the auditors for this coming financial year.		
	<b>Abstain</b>	2	3%
	<b>Affirmative</b>	73	97%
	<b>Negative</b>		0%
	<b>Total Votes Cast</b>	75	
	<b>User Name</b>	<b>Vote</b>	
	Bernard Kingsun	abstain	
	Kirsty Bell	abstain	
	<b>Total: Abstain</b>	2	
	<b>Proxies assigned to abstainees</b>	0	
	Lisa Mackee	affirmative	

	Carolyn Ramsay	affirmative	
	merv ruge	affirmative	
	Susan Hobbs	affirmative	
	Kim Laundry	affirmative	
	Claude McKelvey	affirmative	
	tony hague	affirmative	
	Brenden Creed	affirmative	
	Greg Pershouse	affirmative	
	Margaret Ewings	affirmative	
	joe reggi	affirmative	
	Nathalie Knight	affirmative	
	Nathan Huppatz	affirmative	
	owen batchelor	affirmative	
	Colin Roe	affirmative	
	Jennifer Chadwick	affirmative	
	Alysha Vassallo	affirmative	
	Doug Pearson	affirmative	
	Henriette Werner	affirmative	
	Patrick Quain	affirmative	
	Matt SLocombe	affirmative	
	ANDREW FISK	affirmative	
	Kai Wilhelmi	affirmative	
	Michael Ingamells	affirmative	
	Diana Keeffe	affirmative	
	Robert Patterson	affirmative	
	Anthony Trevor	affirmative	
	Dwight Kirwood	affirmative	
	Tsv Ron Smythe	affirmative	
	BENJAMIN HENNIG	affirmative	
	Tyson Lochwood	affirmative	
	Kristina Smith	affirmative	
	David Reynolds	affirmative	
	Peter McPhee	affirmative	
	evan andrews	affirmative	
	Craig Van Heerden	affirmative	
	Tamica Lewis	affirmative	
	Richard Pace	affirmative	
	Peter Latemore	affirmative	
	Jones Neil	affirmative	
	Scott Dawson	affirmative	
	<b>Total: Affirmative</b>	41	
	<b>Proxies assigned to affirmative</b>	32	
11	<b>Acceptance of account signatories</b>		
	<b><u>Motion</u></b>		

The BDAQ appoints the State President Tamica Lewis, Vice President Henriette Werner, Secretary Margaret Ewings, and Treasurer Evan Andrews, to be the authorised account signatories of the BDAQ until the next Annual General Meeting

**Moved by: Tamica Lewis**  
**Seconded by: Evan Andrews**  
**Carried**

<b>Motion</b>	The BDAQ appoints the State President Tamica Lewis, Vice President Henriette Werner, Secretary Margaret Ewings, and Treasurer Evan Andrews, to be the authorised account signatories of the BDAQ until the next Annual General Meeting		
	<b>Abstain</b>	2	3%
	<b>Affirmative</b>	74	97%
	<b>Negative</b>		0%
	<b>Total Votes Cast</b>	76	
	<b>Name</b>	<b>Vote</b>	
	Bernard Kingsun	abstain	
	Kirsty Bell	abstain	
	<b>Total: Abstain</b>	2	
	<b>Proxies assigned to abstainees</b>	0	
	Lisa Mackee	affirmative	
	Carolyn Ramsay	affirmative	
	merv ruge	affirmative	
	Susan Hobbs	affirmative	
	Kim Laundry	affirmative	
	Claude McKelvey	affirmative	
	tony hague	affirmative	
	Brenden Creed	affirmative	
	Greg Pershouse	affirmative	
	Margaret Ewings	affirmative	
	joe reggi	affirmative	
	Nathalie Knight	affirmative	
	Nathan Huppatz	affirmative	
	Lyniece Joblin	affirmative	
	owen batchelor	affirmative	
	Colin Roe	affirmative	
	Des Haughton	affirmative	
	Jennifer Chadwick	affirmative	
	Doug Pearson	affirmative	

	Henriette Werner	affirmative	
	Patrick Quain	affirmative	
	Matt SLocombe	affirmative	
	ANDREW FISK	affirmative	
	Kai Wilhelmi	affirmative	
	Michael Ingamells	affirmative	
	Diana Keeffe	affirmative	
	Robert Patterson	affirmative	
	Anthony Trevor	affirmative	
	Dwight Kirwood	affirmative	
	Tsv Ron Smythe	affirmative	
	BENJAMIN HENNIG	affirmative	
	Tyson Lochwood	affirmative	
	David Reynolds	affirmative	
	Peter McPhee	affirmative	
	evan andrews	affirmative	
	Craig Van Heerden	affirmative	
	Tamica Lewis	affirmative	
	Richard Pace	affirmative	
	Peter Latemore	affirmative	
	Jones Neil	affirmative	
	<b>Total: Affirmative</b>		40
	<b>Proxies assigned to affirmative</b>		34

12 **The Chair declared the 2021 AGM Meeting closed at: 1.58 pm. Attendees were asked to remain in the Zoom meeting for the upcoming General Meeting.**

13 **Signed as true and accurate**

**President: Tamica Lewis**

Signature: 

Date: 17/09/2021

**Vice President: Henriette Werner**

Signature: 


Date: 17/09/2021

**Secretary: Margaret Ewings**

Signature: 

Date: 17/09/2021

**Treasurer: Evan Andrews**

Signature: 

Date: 17, 9, 2021