



THE INSTITUTE OF CHARTERED SHIPBROKERS

FOUNDED 1911: INCORPORATED BY ROYAL CHARTER 21 JANUARY 1920
MEMBER OF FEDERATION OF NATIONAL ASSOCIATION OF SHIPBROKERS AND AGENTS

Australia/New Zealand Branch

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The Institute of Chartered Shipbrokers Australia & New Zealand Branch Inc

MINUTES

ICS Annual General Meeting 2012

Mission to Seafarers – Victoria Thursday 9th August 2012

The 2012 Annual General Meeting was opened at 11:00am.

Present

Francis Castellino, Andrew Cumming, Nigel D'Souza, , Robert Hawkins, Robert Hill, , Peter Klausen, Adam Kuner, William Macdonald, Anton Andrado, Nick Vann.

In Attendance

Geneviève Hemsley (PAMS Secretariat)

1. Apologies

Michael Byrne, Albert Cramley, Graham Michalanney, Tony Pegum, Johann Weeresinghe, Ajit Fernandes, David Inglis, Stephen Randall, Peter Cookson, Bettina Casper, Abraham Dijkstra, Richard Godson, Noelene Hurkett,

2. Chairman's Welcome

The Chairman thanked all in attendance for their time and opened the meeting.

3. Confirm the Minutes of the AGM held in Melbourne, 11th August 2011

Moved: Francis Castellino

Seconded: Andrew Cumming

“That the minutes of the Annual General Meeting held in Melbourne on the 11th of August 2011 be accepted”.

Carried

4. Financial Statements

The Treasurer spoke to the financial statements tabled for the 2011 - 2012 year. He thanked both PAMS and Banks Group for ensuring the financial reports presented were audited and finalised. (see attached)

The Treasurer noted an error in his report as distributed (& attached) that the total liabilities are in fact \$8,896 not \$194,810 (which is the nett assets).

The Membership figure now reflects only that portion which stays with the Branch.

The Education figure similarly now only reflects the portion that stays with the Branch and the portion which gets paid to London is reflected in the Liabilities.

The matter of the NZ Chapter’s contribution to administration costs was deferred to the First Business Meeting for further discussion regarding Resolution 9/2009

Moved: Robert Hill

Seconded: Bob Hawkins

“That the ICS Financial Statements be accepted”.

Carried

5. Appointment of the Auditor for 2012 – 2013

Moved: Peter Klausen _____

Seconded: Nigel D'Souza _____

“That ICS Aust & NZ Branch continues to use Banks Group as the Auditor for 2012 - 2013”.

Carried

6. Education Report

The Education Officer spoke to the Education Report for the 2011 - 2012 year. He noted that the performance was commendable with 26 students registering for exams and achieving a pass rate of 84%, (down slightly from 88% last year) and with one NZ student, David Bishop, achieving a the Baltic Exchange award for the highest mark achieved in the Shipping Law paper across the world.

He named the five students who had successfully finished their PQE course work and are now eligible to apply for ICS Membership.

There are currently 4 students who have enrolled in the TutorShip program for 2012-2013.

This year (2011-2012) the UK took control of the textbooks and the distribution of exams which was much more organised than the previous years with the exams arriving in excellent time for redistribution to the exam centres.

The UK has advised that there will be a new fee structure for 2012-2013 including new concept of tutorship package effective early Oct.

New books on all subjects due for release end September with a new format i.e. two parts: One with subject text in usual chapter format. Second with questions, mock exam and study/exam preparation advice.

Tutor accreditation process –this is expected to be addressed sometime soon.

Students will need to be alerted to the fact that their texts will be replaced.

The ANZ DLC will need to send a list of tutors to the UK

ACTION: PAMS

Moved: Bob Hawkins _____

Seconded: Nigel D'Souza _____

“That the Education Report for 2011-12 be accepted”.

Carried

7. Membership Report

PAMS spoke to the membership report tabled for the 2011 - 2012 year (see attached).

It was noted that the membership was stable with a minimal growth since 2011. There has been a great deal of reconciling between ANZ & the UK membership database, hopefully resulting in a cleaner and more smooth reconciliation process this year. Discussion proposing the establishment of a NSW Chapter was proposed for the First Business Meeting

Moved: Francis Castellino

Seconded: Anton Andrado

“That the Membership Report for 2011-12 be accepted”.

Carried

8. Web Master Report

The Webmaster spoke to his report, thanking Andrew Cumming as previous incumbent for the work that he had put into the website. Currently Francis is working on upgrading and updating information more regularly. The website has two sections, one section hosted by Webtastic with information, the other section hosted by PAMS which interacts with the database and is capable of processing online membership renewals and event registrations. There is a lot of scope for our website to do a lot more than it currently does.

9. Election of Committee Members

The New Committee for 2012-2013 was nominated and confirmed.

Chairman	Robert Hawkins
Vice Chairman	Peter Cookson
Treasurer	Francis Castellino
Secretary	Robert Hill
Public Officer (Aus)	Nigel D’Souza
Public Officer (NZ)	Robert Hawkins
Education Officer	Nick Vann
Web Master	Francis Castellino
Committee Members:	Anton Andrado
	Ajit Fernandes
	Tony Pegum
	Andrew Cumming
Ex Officio Chair	Peter Klausen
New Committee Members:	Bill Macdonald

Office Bearers: in future; nominations to sit for office will be asked for in advance. A procedure will be put in place. There is a tradition of the Vice Chair becoming the Chair.

At this point, Bob Hawkins took the Chair.

10. Other Business

a. New Zealand Chapter Report (see attached)

Moved: Anton Andrado _____

Seconded: Nick Vann _____

“That the New Zealand Chapter Report for 2011-12 be accepted”.

Carried

b. Discussion of the Updated Education Brochure

This agenda item was moved to the Business Meeting to follow.

c. Vote of Thanks to Capt Peter Klausen

For the use of past insights to inform our future

Moved: Francis Castellino _____

Carried Unanimously

d. There was also a vote of thanks to PAMS, Francis and Nick for the work that never stops

Meeting Closed at 12.30pm