



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 of the ICS Annual General Meeting 2013

Mission to Seafarers – Victoria Thursday 8th August 2013

The 2013 Annual General Meeting was opened at 12:30pm.

Present

Francis Castellino, Andrew Cumming, Nigel D’Souza, Robert Hawkins, Robert Hill, Anton Andrado, Nick Vann, Stephen Randall, William Macdonald (arrived 1.10pm),

In Attendance

Geneviève Hemsley (PAMS Secretariat)

1. Apologies

Graham Michalanney, Tony Pegum, Peter Klausen, Johann Weeresinghe, Ajit Fernandes, Abraham Dijkstra, Adam Kuner, Kevin Appleton, Peter Cookson, Mike Byrne

2. Chairman’s Welcome

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

Chairman’s Annual Report was tabled at the meeting

Moved: Francis Castellino

Seconded: Robert Hill

“That the Chairman’s Annual Report of 2013 be accepted”.

Carried

3. Confirm the Minutes of the AGM held in Melbourne, 9th August 2012

Moved: Francis Castellino

Seconded: Nick Vann

“That the minutes of the Annual General Meeting held in Melbourne on the 9th of August 2012 be accepted”.

Carried

4. Financial Statements

The Treasurer spoke to the financial statements tabled for the 2012 - 2013 year. He thanked both PAMS and Banks Group for ensuring the financial reports presented were audited and finalised. (see attached)

Lower equity this year because of students who enrol in one year and sit exams in the next. \$6k profit in 2012, \$5k loss in 2013, overall we are up by \$1k.

Expenses and revenue have decreased. No new income generated. Requirement to generate funds.

NZ Chapter very healthy.

Allocation of Sponsorship money reflects reduced sponsorship income but it is a reallocation of accounting codes.

There is a need to generate more interest among students.

Moved: Nigel D'Souza

Seconded: Robert Hill

“That the ICS Financial Statements be accepted”.

Carried

5. Appointment of the Auditor for 2013 – 2014

Moved: Robert Hill _____

Seconded: Nick Vann _____

“That ICS Aust & NZ Branch engages Banks Group as the Auditor for 2013 - 2014”.

Carried

6. Education Report

The Education Officer spoke to the Education Report for the 2012 - 2013 year. He noted that the performance was commendable with 28 students registering for 62 exams and achieving a pass rate of 80%, (down slightly from 84% last year) and with one student, Alex Blott, achieving a Distinction for his Shipping Business paper.

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

There are currently 6 students who have enrolled in the TutorShip program for 2013-2014 with enquiries from 5 others.

Moved: Andrew Cumming _____

Seconded: Anton Andrado _____

“That the Education Report for 2012-13 be accepted”.

Carried

7. Membership Report

PAMS spoke to the membership report tabled for the 2012 - 2013 year (see attached).

It was noted that the membership was stable with a minimal growth since 2012, several new members and quite a lot of work being done to try to get lapsed members back on board.

Moved: Nick Vann

Seconded: Robert Hill

“That the Membership Report for 2012-13 be accepted”.

Carried

1.10pm Bill Macdonald arrived.

8. Web Master Report

This item was deferred to the business meeting and can be removed from the AGM Agenda in future.

9. Election of Committee Members

Andrew Cumming withdrew from the Committee. Andrew noted that he will be available for consultation regarding the Ball and will assist, but will not be able to be the lead convenor.

The Chair proposed an official vote of thanks to Andrew who has helped bring the ICS to where we are today in his roles as Education Officer and Convenor of the Annual Ball.

Carried Unanimously

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 Bill Macdonald Ajit Fernandes Tony Pegum
Ex Officio Chair	Peter Klausen
New Committee Members:	Stephen Randall (nominated by Nigel D'Souza) (seconded by Francis Castellino)

At this point, Bob Hawkins resumed the Chair.

10. Other Business

a. Motion to Amend the Rules

"4.3 Introduction of Company membership"

Removal of 4.3 from the Rules and to adjust the numbering thereof so that item 4.4 becomes item 4.3.

Moved: Anton Andrado _____

Seconded: Nick Vann _____

"That item 4.3 be removed from the Branch Rules and the numbering of the Rules be adjusted".

Carried

b. There was a motion put by the Chair, Bob Hawkins to hold the next AGM in Auckland in 2014

Discussion around the financial viability of such a move, of the committee present at the AGM, few were able to commit to being able to attend in Auckland as easily as they are able to attend the AGM in Melbourne. There would obviously be more NZ Chapter members able to attend. A decision will be fixed by 31st March 2014 as to the date and venue of the next AGM together with the Annual Ball / Event.

Meeting Closed at 1.45pm

Ratified at the Annual General Meeting of the Institute of Chartered Shipbrokers Australia and New Zealand Branch on 14 August 2014.

Signed:  _____

Name: R.J. HAWKINS FICS

Designation: CHAIRMAN, ANZ BRANCH