



Australian Citizen Science Association

Minutes of Annual General Meeting

Time: 10:45 AEDST
Date: 15 November 2018
Place: Hallstrom Theatre, Australian Museum, Sydney
Chair: Ellie Downing
Minute taker: Amy Slocombe

Agenda item 1: Welcome, attendees and apologies

1.1 Chair

Ellie Downing was confirmed as chair for the meeting.

1.2 Attendees

Name	Position	Participation method
Erin Roger	Chair	in person
Stephanie von Gavel	Vice Chair	in person
Ellie Downing	Secretary	in person
Jessie Oliver	General Member	in person
Jennifer Loder	General Member	in person
Kylie Andrews	General Member	in person
Paul Flemons	Host Institution Representative	in person
Amy Slocombe	National Coordinator	in person
Michelle Neil	Social Media Moderator	in person
Adam Woods	ACSA Member	in person
Tess Hayes	ACSA Member	in person
Patrick Tegart	ACSA Member	in person
Jasmine Payget	ACSA Member	in person
Rhiannon Stephens	ACSA Member	in person
Cecil Ellis	Interested person	in person
Mij Bricknell	ACSA Member	by videoconference

Darryl Ebenezer	ACSA Member	by videoconference
David Mossop	ACSA Member	by videoconference
Simon Wilde	ACSA Member	by videoconference
James Gullison	Chair ACSA-Qld	by videoconference
Raghavendra Chalapathy	ACSA Member	by videoconference
Darcell Matassoni	Interested person	by videoconference
Rosemary Race	ACSA Member	by videoconference
William Feeney	ACSA Member	by videoconference
Alan Stenhouse	ACSA Member	by videoconference
Wendy Eiby	ACSA Member	by videoconference
Teresa van der Heul	Interested person	by videoconference
Catarina Serra Goncalves	Interested person	by videoconference
Sylvia Clarke	ACSA Member	by videoconference
Katie Irvine	Chair, ACSA-SA	by videoconference

1.3 Apologies

Phyll Bartram, Tony Bartram, Sunny Sanderson, Jim Callan, Gerry Butler

1.4 Meeting open

The chair declared the meeting open at 10:45am and that a quorum was present.

Agenda item 2: Minutes of previous meeting and matters arising

2.1 Confirmation of minutes

Proposed resolution: That the minutes of the general meeting held on 14/11/2017 be accepted.

Moved by: Erin Roger

Seconded by: Amy Slocombe

Decision: Resolution carried

2.2 Matters arising from the previous minutes

There were no matters arising.

Agenda item 3: Association reports

3.1 Chair's Report

Document/s tabled: Chair's Report

Presented by: Erin Roger

Key points:

- Led organisation and delivery of CitSciOz18;
- Launched financial membership of ACSA;
- Conducted member and community survey;
- Established regional chapters in WA, SA, Vic, Qld and the ACT;
- Adapted and published the "10 Principles of Citizen Science" as relevant to ACSA and its community;
- Presented internationally at the Citizen Science Association conference in Minnesota, USA, and the European Citizen Science Association conference in Vienna, Austria;
- Distributed monthly newsletters and quarterly publication lists to over 1,300 subscribers;
- Provided high level briefing papers to Inspiring Australia and comments on national strategies and policies;
- Attended UN Science-Policy-Business Forum on the Environment in Nairobi, Kenya to advocate for citizen science on a global scale;
- Delivered on all commitments and acquitted all expenditure in our agreement with Inspiring Australia and reported on the outcomes and expenditure to the funding body.
- Thanks to Michelle Neil for incredible social media support
- Thanks to outgoing committee members Jessie Oliver, Kylie Andrews, Ellie Downing and Sunny Sanderson.

Action required and/or resolutions arising from the report: Nil

- The Chair's report for the year ended 30 June 2018 was taken as carried.

3.2 Financial report

Document/s tabled: Audited Accounts 2016/17 financial year
Treasurer's Report 2017/18 financial year

Presented by: Paul Flemons (on behalf of Treasurer Sunny Sanderson)

- Key points:**
- ACSA is required to present audited accounts at the AGM as per the Associations Incorporation ACT 1991.
 - For the financial year 2016/17, ACSA's accounts were not audited prior to the AGM.
 - Audited accounts for both 2016/17 and 2017/18 were tabled.
 - Accounts represent a true and fair view of the financial position of ACSA;
 - ACSA will be able to pay its debts as and when they become due and payable;
 - 2018 was the final stage of the three-year grant from Inspiring Australia;
 - ACSA generated >\$14,000 in membership fees in the first 8 months;
 - CitSciOz18 resulted in a surplus of \$18,763.24;
 - Account balance at 30 June 2018 \$115,087.39

Action required and/or resolutions arising from the report: Nil

- The Treasurer's report for the year ended 30 June 2018 was taken as carried.

3.2 Auditor's report

Document/s tabled: Auditor's Report

Presented by: Paul Flemons

Key points:

- ACSA's accounts are audited annually as part of the Australian Museum's auditing process.
- For both the 2016/17 and 2017/18 financial years, the auditor has verified that:
 - * The financial statements of the association are properly drawn up;
 - * Proper accounting and other records have been kept by the association
 - * The audit was conducted in accordance with the rules of the association.
- ACSA is in the process of transferring its finances away from the Australian Museum, to an independent account.
- As per our constitution ACSA will appoint an auditor for the upcoming year in due course.

Action required and/or resolutions arising from the report: Nil

- The Auditor's report for the year ended 30 June 2018 was taken as carried.

Agenda item 4: Strategic Plan consideration and discussion

Document/s tabled: 2016-2018 Strategic Plan

Presented by: Stephanie von Gavel

Key points:

- Stephanie noted ACSA's achievements against the 2016-2018 Strategic Plan indicators. ACSA has largely achieved what it set out to achieve by 2018.
- The incoming management committee will be responsible for drafting the new Strategic Plan, outlining ACSA's goals and action for the coming years.

Agenda item 5: ACSA Seed Grant winners

Presented by: Kylie Andrews

Key points:

- Kylie announced the winners of the three inaugural ACSA Seed Grants.
- Each winner receives \$500 to put towards their professional growth or the growth of their project in line with ACSA's strategic goals of participation and practice.
- The winners are Geetha Ortac (Bellingen Riverwatch), Lindy Orwin (Cooloola TurtleCare) and Jodi Salmond (Reef Check Australia).

Agenda item 6: CitSciOz20 host venue

Presented by: Erin Roger

Key points: - Due to insufficient information available at the time of the AGM, Erin was unable to announce the host venue for the 2020 national citizen science conference. The host venue will be announced in due course.

Agenda Item 7: Election of Management Committee members

Expiring/vacant committee memberships

The terms of appointment for the following people expired:

- Erin Roger (Chair)
- Stephanie von Gavel (Vice Chair)
- Sunny Sanderson (Treasurer)
- Ellie Downing (Secretary)
- Kylie Andrews (General Member)
- Jessie Oliver (General Member)

Nominations

The chair advised that nominations in writing were received prior to the meeting for the following people:

- Chair – Erin Roger
- Vice Chair – Stephanie von Gavel
- Treasurer – Rosemary Race
- Secretary – Michelle Neil
- General Member – Julie Boulton
- General Member – Mij Bricknell
- General Member – Alana Gardner-Bell
- General Member – Tess Hayes
- General Member – Patrick Tegart
- General Member – Monique van Sluys

Result

An election was held by an online vote. There were 64 valid votes. The following people were elected to the Management Committee:

- Chair - Erin Roger
- Vice Chair – Stephanie von Gavel
- Treasurer – Rosemary Race
- Secretary – Michelle Neil
- General Member – Mij Bricknell
- General Member – Patrick Tegart

Agenda item 8: Transfer of Management Committee

Erin congratulated the incoming members of the Management Committee and expressed thanks to outgoing members Jessie Oliver, Kylie Andrews, Ellie Downing and Sunny Sanderson for the time and effort they have devoted to ACSA over the years.

Agenda item 9: Any other business

The chair invited all those present to raise any matters of relevance that may have not been dealt with on the agenda.

- There were no other items of business raised.

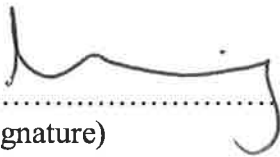
Agenda item 10: Meeting close

The meeting was declared closed at 11:08am.

Confirmation of the minutes

These minutes are a true and accurate record of the meeting.

Signed by: Chair of the meeting



.....
(signature)

Ellie Downing

.....
(name)

29/11/2018

.....
(date)