

## Minutes of the Australasian Campuses Towards Sustainability (ACTS) Annual General Meeting

Held at RMIT University, Swanston Academic Building  
Time: 12.50pm (AEST) Thursday 1 November 2017

1. Welcome
  - Delwyn Langdon welcomed members to the AGM.
2. Attendance
  - Recorded and attached.
3. Apologies
  - Lesley Stone, University of Auckland.
4. Minutes of 2016 AGM
  - Minutes from the 2016 Annual General Meeting
    - Moved: Corey Peterson
    - Seconded: Danielle McCartney
    - **Carried**
5. Receiving Presidents Report by Leanne Denby
  - Moved: Linda Stevenson
  - Seconded: Matt Morris
  - **Carried**
6. Receiving Membership report by Rhiannon Chamberlain
  - Moved: Danielle McCartney
  - Seconded: Usha Iyer-Raniga
  - **Carried**
7. Financial Report presented by Rhiannon Chamberlain. Audited by Nexia Australia in accordance with the requirements of the Australian Charities and Not-for-profit Commission Act 2012 and the Associations Incorporation Act (Qld) 1981.
  - Moved: Edward Maher
  - Seconded: Seb Crawford
  - **Carried**

- Nexia Australia approved as auditors for 2017-2018 financial year:
- Moved: Edward Maher
- Seconded: Usha Iyer-Raniga
- **Carried**

8. Election of Officers:

- President – Leanne Denby, Macquarie University
  - Moved: Delwyn Langdon
  - Seconded: Corey Peterson
  - **Carried**
  
- Secretary – Delwyn Langdon, Griffith University
  - Moved: Leanne Denby
  - Seconded: Edward Maher
  - **Carried**
  
- Treasurer – No nominations

9. Open the floor to ACTS members:

- No other business discussed.

10. Meeting closed: 1.25pm (AEST)

## Australasian Campuses Towards Sustainability (ACTS) Annual General Meeting

### Attendance record

NAME	MEMBER INSTITUTION
Michael Anderson	RMIT University
Alana Boyles	James Cook University
Xia Liang	University of Melbourne
Oanh Ho	RMIT University
Linda Schalken	RMIT University
Hilary Phipps	University of Otago
Matt Morris	University of Canterbury
Delwyn Langdon	Griffith University
Carmen Primo Perez	University of Tasmania
Edward Maher	Charles Sturt University
Jonathan Howard	Charles Sturt University
Seb Crawford	University of Technology Sydney
Peter Harris	Charles Sturt University
Lin Stevenson	RMIT University
Valina Clearwater	ACTS
Usha Iyer-Raniga	RMIT University
Juliet Seers	RMIT University
Arifa	UNSW Sydney
Phillipa Scheliebs	University of Adelaide
Rob Douglos	RMIT University
Callum W	University of Melbourne
Laura Hamilton	Macquarie University
Julie O'Brien	La Trobe University
Adam Connell	James Cook University
Corey Peterson	University of Tasmania
Danielle McCartney	University of Technology Sydney
Andrew Wilks	Victoria University of Wellington
Jo Kemp	National Union of Students (NUS) UK
Sue Hopkins	ACTS
Teddy Bujor	University of Melbourne
Clare Walker	University of Melbourne
Danielle Rostan-Herbert	University of Melbourne
Kym Witney-Soares	Charles Sturt University
Rhiannon Chamberlain	ACTS
Leanne Denby	Macquarie University

## **Australasian Campuses Towards Sustainability (ACTS) Annual General Meeting**

### **President's Report**

#### Sector Overview

##### **UK**

- Recent launch of a new strategy focus on post 16 education.
- Quiet transition regarding Brexit.
- Still a strong focus and movement across the sector, particularly in carbon, procurement and modern slavery.

##### **USA**

- AASHE is about to launch a new strategy.
- There is nervous tension given the political climate at the moment.
- Uncertainty abounds.
- There is a growing focus on curriculum.

##### **AUSTRALIA**

- It's a time of change as executive and institutions struggle to understand what it means to run a university like a business.
- The conversation around carbon is growing.

#### 2017 ACTS Overview

- Delivered the 1 day Leadership Summits, 2 day carbon management workshop and a number of member webinars.
- Continued to grow our partnerships: continued conversation with TEFMA, signed an MOU with ISSP, continued strong ties with the EAUC, ASSHE and Global Education Alliance.
- Co-developed the SDG University Guide with the SDSN.
- Signed the SDG Accord.
- Oversaw a number of staffing changes, including the addition of a new staff member (Admin Support Officer), and a change of role for Engagement & Communications Manger to General Manager.
- ACTS strategy day saw the Board agree to change the focus of ACTS to all types of campus (in order to expand our membership base) and allowing us to highlight that we provide a collective community for mutual support.

## Looking forward to 2018

- ACTS and AASHE are currently in discussion to understand how the Australasian sector can access and utilise STARS as a way to measure progress across the sector nationally and globally. STARS is currently used in 39 countries so it makes sense for us to share a common platform to tell a global impact story. STARS is a great compliment to LiFE.
- Work will also be undertaken to map the cross over between LiFE, STARS and the SDGs. We're hoping to bring this opportunity to realisation for 2018.
- ACTS is in discussions with the National Union of Students UK to deliver the Green Impact program to Australasian institutions. Looking to roll the program out to a number of universities in 2018.
- We will be offering more Professional Development opportunities, and are supporting the Executive Education for Sustainability Leadership (EESL) at Griffith University in March 2018.

## Australasian Campuses Towards Sustainability (ACTS) Annual General Meeting

### Financial Report

#### INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 30 JUNE 2017

	Note	2017 \$	2016 \$
Revenue	2	205,196	133,732
Administration		(1,947)	(2,208)
Bank charges		(1,710)	(1,476)
Communications		(1,251)	(1,668)
Conference expenses		(51,068)	(35,618)
Green Gown Awards		(3,046)	(3,343)
Insurance		(1,037)	(1,043)
Management & committee expenses		(160)	(405)
Manager contracts		(94,016)	(82,920)
Regional events		(156)	-
Website expenses		(2,058)	(9,400)
Sundry Expenses		(262)	-
<b>Current year surplus/(deficit) before income tax</b>		<b>48,485</b>	<b>(4,349)</b>
Income tax expense	1(e)	-	-
<b>Net current year surplus/(deficit) after income tax</b>		<b>48,485</b>	<b>(4,349)</b>
RETAINED SURPLUS AT THE BEGINNING OF THE FINANCIAL YEAR		28,913	33,262
RETAINED SURPLUS AT THE END OF THE FINANCIAL YEAR		<u>77,398</u>	<u>28,913</u>

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### Financial Report

	2017 \$	2016 \$
<b>NOTE 2: REVENUE</b>		
Conference registrations	99,033	64,205
Conference sponsorship	61,977	30,500
Memberships	35,945	37,831
Sundry income	7,803	839
Interest income	(a) 438	357
	205,196	133,732
(a) Bank interest	438	357
Other interest	9,500	-
	9,938	357
<b>NOTE 3: CASH ON HAND</b>		
Cash at bank – Cash management account	90,132	29,986
Cash at bank – Debit card	923	1,474
	91,055	31,460
<b>NOTE 4: ACCOUNTS PAYABLE AND OTHER PAYABLES</b>		
GST liability	13,657	2,547
	13,657	2,547
<b>NOTE 5: RETAINED SURPLUS</b>		
Opening balance	28,913	33,262
Net surplus/(deficit) after tax	44,485	(4,349)
Closing balance	77,398	28,913