

Australasian Campuses Towards Sustainability (ACTS) Annual General Meeting

Held at The University of Otago, St David Theatre
Wednesday 13 November 2019
12.40pm (NZST)

1. Welcome
 - Delwyn Langdon welcomed members to the AGM
2. Attendance
 - Attendance of members recorded (attached)
3. Apologies
 - No apologies
4. Minutes of 2018 AGM
 - Minutes from the 2018 Annual General Meeting (available on the ACTS website)
 - Moved: Seb Crawford
 - Seconded: Lin Stevenson
 - **Carried**
5. Receiving Presidents Report by Leanne Denby & Corey Peterson
 - Moved: Andrew Wilks
 - Seconded: Usha Iyer-Raniga
 - **Carried**
6. Formal recognition of Past ACTS Presidents and naming of Leanne Denby as first Honorary ACTS Member:
 - Moved: Matt Morris
 - Seconded: Sue Hopkins
 - **Carried**
7. Receiving Membership report by Rhiannon Boyd
 - Moved: Ed Maher
 - Seconded: Clare Walker
 - **Carried**

8. Financial Report presented by Carmen Primo Perez. 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: Andrew Wilks
- Seconded: Lin Stevenson
- **Carried – with note to make available historical data for the profit/loss of previous ACTS Conferences.**

- Nexia Australia approved as auditors for 2019-2020 financial year:
- Moved: Sue Hopkins
- Seconded: Seb Crawford
- **Carried**

9. Election of Officers:

- President – Corey Peterson, University of Tasmania
 - Moved: Sue Hopkins
 - Seconded: Ed Maher
 - **Carried**

- Secretary – Delwyn Langdon, Griffith University
 - Moved: Phil Schliebs
 - Seconded: Matt Morris
 - **Carried**

- Treasurer – Carmen Primo Perez, University of Tasmania
 - Moved: Lin Stevenson
 - Seconded: Matt Morris
 - **Carried**

- Director – Andrew Wilks, Victoria University of Wellington
 - Moved: Ed Maher
 - Seconded: Corey Peterson
 - **Carried**

- Director – Edward Maher, Charles Sturt University
 - Moved: Phil Schliebs
 - Seconded: Daan Schiebaan
 - **Carried**

- Director – Linda Stevenson, RMIT University
 - Moved: Matt Morris
 - Seconded: Carmen Primo Perez
 - **Carried**

- Director – Usha Iyer-Raniga, RMIT University
 - Moved: Thelma Raman
 - Seconded: Phil Schleibs
 - **Carried**

- Director – Phil Schliebs, The University of Adelaide
 - Moved: Clare Walkers
 - Seconded: Corey Peterson
 - **Carried**

- Director – Clare Walker, The University of Melbourne
 - Moved: Arifa Sarfraz
 - Seconded: Daan Schiebaan
 - **Carried**

Noted that Director Danielle McCartney is on maternity leave until July 2020.

10. Open the floor to members:

- Seb and Arifa thanked and commended the ACTS team on the support of the Green Impact program in 2019.

11. Meeting closed: 1.30pm

ACTS 2019 AGM

| Name | Member Institution |
|---------------------|-----------------------------------|
| Tonya Sweet | Victoria University of Wellington |
| Corey Peterson | University of Tasmania |
| Usha Iyer-Rangia | RMIT |
| Catherine Elliot | University of Tasmania |
| Thelma Raman | Macquarie University |
| Clare Walker | University of Melbourne |
| Edward Maher | Charles Sturt University |
| Raveena Grace | University of Melbourne |
| Meghan Fay Zahniser | AASHE |
| Lucy McKenzie | AUT |
| Michelle Wilkinson | Charles Sturt University |
| Lin Stevenson | RMIT |
| Carmen Primo Perez | University of Tasmania |
| Thomas Neitzert | AUT |
| Delwyn Langdon | Griffith University |
| Allana Ryan | Massey University |
| Dennis Frost | University of the Sunshine Coast |
| Susan Penfold | Charles Darwin University |

| | |
|-------------------|-----------------------------------|
| Ray O-Brien | Otago Polytechnic |
| Amanda Cunningham | Victoria University of Wellington |
| Sophie Rutter | University of Queensland |
| Andrew Wilks | Victoria University of Wellington |
| Suzanna Davis | University of Queensland |
| Matt Morris | University of Canterbury |
| Patrick Reedy | University of Otago |
| Valina Clearwater | ACTS |
| Chloe Wium | University of Canterbury |
| Alison Scobie | University of Wollongong |
| Lydia Drew | University of Otago |
| Arifa Sarfraz | UNSW |
| Phillipa Schliebs | University of Adelaide |
| Seb Crawford | UTS |
| Jenny Spence | Victoria University of Wellington |
| Kym Witney-Soanes | Charles Sturt University |
| Emilia Bisogni | University of Melbourne |
| Daan Schieban | University of Newcastle |
| Lin Roberts | Lincoln University |
| Rhiannon Boyd | ACTS |



www.acts.asn.au

c/o Griffith University EcoCentre
170 Kessels Road
Nathan QLD 4111

Incorporated Association (IA34362)
Registered Charity
ABN: 759 8932 9885

| Name | Non-Members |
|--------------|--------------------|
| Fleur Fellon | Torrens University |
| Leanne Denby | ILSA |



ACTS

Annual General Meeting

13 November 2019
The University of Otago, Dunedin
NEW ZEALAND

Agenda

1. Welcome
2. Attendance
3. Apologies
4. Minutes of the 2018 ACTS AGM
5. President's report
6. Naming of Honorary ACTS Member
7. Membership report
8. Financial report
9. Election of Board
10. Open to the floor

Delwyn Langdon

Delwyn Langdon

Delwyn Langdon

Delwyn Langdon

Leanne Denby / Corey Peterson

Corey Peterson

Rhiannon Boyd

Carmen Primo Perez

Delwyn Langdon

Delwyn Langdon

2019 Highlights



14
Universities



This year the GGAA's are celebrating their 10-year anniversary. The awards ceremony are being held in NZ for the first time and will be held at Larnach Castle.



The Sustainability Tracking, Assessment & Rating System (STARS) is launched in Australasia via ACTS.



ACTS and SDSN AusNZPac launch a SDSN forum series on how organisations can map how their activities align to the SDGs.





Naming of ACTS' First Honorary Member

Leanne Denby

Membership in 2019

| | Institutional | Affiliate | Corporate |
|-------------|---------------|-----------|-----------|
| 2010 | 32 | 2 | 2 |
| 2011 | 44 | 5 | 2 |
| 2012 | 49 | 5 | 5 |
| 2013 | 52 | 3 | 3 |
| 2014 | 52 | 4 | 3 |
| 2015 | 47 | 3 | 3 |
| 2016 | 40 | 2 | 1 |
| 2017 | 40 | 2 | 2 |
| 2018 | 41 | 1 | 2 |
| 2019 | 40 | 1 | 1 |

Membership in 2019

- 2 overall lose in ACTS membership

4 expired members

- Envirotech
- Federation University
- Northquest (Corporate)
- Unitec Institute of Technology

2 new members

- University of Western Australia (Renewed)
- QUT (Renewed)

**2018 overall no change in ACTS membership*



Financial Report – Income and expenditure

| | Note | 2019 \$ | 2018 \$ |
|---|------|----------------|---------------|
| Revenue | 2 | 244,181 | 197,112 |
| Administration | | (2,997) | (6,606) |
| Bank charges | | (177) | (169) |
| Communications | | (1,491) | (1,932) |
| Conference expenses | | (30,643) | (43,089) |
| Green Gown Awards | | (548) | (3,151) |
| Insurance | | (1,127) | (1,037) |
| Management & committee expenses | | - | (112) |
| Employee benefits expense | | (162,531) | (128,587) |
| Sundry Expenses | | - | (522) |
| Website expenses | | (2,625) | (1,862) |
| Current year surplus before income tax | | <u>42,042</u> | <u>10,045</u> |
| Income tax expense | 1(e) | - | - |
| Net current year surplus after income tax | | <u>42,042</u> | <u>10,045</u> |
| RETAINED SURPLUS AT THE BEGINNING OF THE FINANCIAL YEAR | | <u>87,443</u> | <u>77,398</u> |
| RETAINED SURPLUS AT THE END OF THE FINANCIAL YEAR | | <u>129,485</u> | <u>87,443</u> |

Financial Report – Assets and liabilities

| | Note | 2019 \$ | 2018 \$ |
|-------------------------------------|------|----------------|---------------|
| ASSETS | | | |
| CURRENT ASSETS | | | |
| Cash on hand | 3 | 144,668 | 99,186 |
| TOTAL CURRENT ASSETS | | <u>144,668</u> | <u>99,186</u> |
| NON-CURRENT ASSETS | | | |
| TOTAL NON-CURRENT ASSETS | | - | - |
| TOTAL ASSETS | | <u>144,668</u> | <u>99,186</u> |
| LIABILITIES | | | |
| CURRENT LIABILITIES | | | |
| Accounts payable and other payables | 4 | 15,183 | 11,743 |
| TOTAL CURRENT LIABILITIES | | <u>15,183</u> | <u>11,743</u> |
| NON-CURRENT LIABILITIES | | | |
| TOTAL NON-CURRENT LIABILITIES | | - | - |
| TOTAL LIABILITIES | | <u>15,183</u> | <u>11,743</u> |
| NET ASSETS | | <u>129,485</u> | <u>87,443</u> |
| MEMBERS FUNDS | | | |
| Retained Surplus | 5 | 129,485 | 87,443 |
| TOTAL EQUITY | | <u>129,485</u> | <u>87,443</u> |



Election of the Board



President

Corey Peterson
Sustainability Manager
University of Tasmania



Secretary

Delwyn Langdon
Manager, EcoCentre
Griffith University



Treasurer

Carmen Primo Perez
Sustainability Officer
University of Tasmania



Director

Andrew Wilks

Director, Sustainability
Victoria University of Wellington



Director

Edward Maher

Manager, CSU Green
Charles Sturt University



Director

Lin Stevenson

Senior Manager, Sustainability
RMIT University



Director

Usha Iyer-Rainga

Professor

Property, Construction and Project Management



Director

Clare Walker

Associate Director

The University of Melbourne



Director

Phillipa Schliebs

Engagement Project Officer

The University of Adelaide

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