

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

**Held virtually via Zoom on Wednesday 11 November 2020
Time: 12.30pm (AEDT) | 2.30pm (NZDT)**

1. Welcome

- Rhiannon Boyd welcomed members to the AGM

2. Attendance / Apologies

- Attendance of members recorded (attached)
- Apology: Philippa Schliebs, The University of Adelaide

3. Minutes of 2019 AGM

- Minutes from the 2019 AGM (available at: bit.ly/ACTSAGM_Minutes)
 - 2019 Minutes Moved: Leanne Denby
 - Seconded: Carmen Primo Perez
 - **Carried**

4. Receiving Presidents Report by Corey Peterson

2020 – a year of significant challenges across the board and presaging on-going challenges for at least a few years as a new normal eventuates. In 2020, our staff went onto reduced hours and supported by JobKeeper allowances. It is likely that 2021 and beyond will reveal more COVID impacts.

THE Impact ranking shows the Australasian region is a world leader in sustainability outcomes and impact.

2020 Overview

- Approval from membership at Special General Meeting to move from an Association based in Queensland to a Company Limited by Guarantee and the attendant constitutional change. We are mid-process now with the full transition expected to be complete in early 2021.

- Made the difficult decision not to run a physical conference, but rather highlight for members the AASHE and EAUC conference options and encourage members to participate and present initiatives from our region at these international events.
- The Green Gown Awards Australasia went ahead with fewer categories and our first online ceremony coming up on the 26 November.
- The Green Impact program continues to be a success - although some institutions had to withdraw (three due to COVID in 2020 and two more to withdraw in 2021). The program is still well-supported within the membership (including the University of Newcastle joining as new participants); many adapted quickly with actions that could be supported at home considering the COVID-related change in working situations for many people. New additions to the program were weekly “Acts of connection” and the Australasian Green Impact awards.
- Green Campus Day expanded to more institutions as a combined on-campus and virtual event (with 11 participating institutions that featured 4 onsite events, 2 livestream events and 9 virtual events).
- Website upgrade, including member highlights pages

Partnerships

- Continued collaboration with partners (AASHE, EAUC, SOS-UK).
- ACTS Board members participated as judges in the EAUC Green Gown Awards.
- Continued partnerships with SDSN AuNZPacific for the SDG Series – Accelerating SDG Practice discussion forums and workshops online)
- Established new partnership with UCapture (carbon offset credit generation from online shopping).
- UA DVC Committee – exploring collaboration options

Future plans

- Settle organisation in as a Company Limited by Guarantee
- Planning for a workshop in February focusing on education for the SDGs, which also brings PRME into the partnership
- Multi-year membership renewals with discounts depending on length of commitment
- Officially announce Green Impact Lite and Acts of Connection as a member benefit
- Green Gown Awards showcase webinars every month
- Introducing a paid option for non-members to join webinars and PD opportunities
- Still uncertainty on whether the 2021 ACTS Conference will go ahead as a physical event in Hobart.
 - President’s report moved: Leanne Denby
 - Seconded: Ed Maher
 - **Carried**

5. Receiving Membership report by Rhiannon Boyd

- 86% of all universities across Australia and New Zealand are ACTS Members, including 100% of New Zealand universities.
- 5 new members joined in 2020, with an overall +1 gain in total members.

- Ongoing ACTS Membership:

	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
2020	41	2	0

4 expired members

- Flinders University*
- Southern Cross University
- University of Wollongong
- KeepCup (corporate)*

5 new members

- CSIRO (New affiliate)
- Victoria University (Renewed)
- TAFE Queensland Gold Coast (New)
- The University of Sydney (Renewed)
- Toi Ohomai Institute of Technology (New)

*COVID related lapses

- Membership Report Moved: Clare Walker
- Seconded: Andrew Wilkinson
- **Carried**

6. Financial Report presented by Carmen Primo Perez

- Audited Financial Statements (attached).

ACTS is audited independently by Nexia Australia (Nexia Brisbane Audit Pty Ltd) in accordance with the requirements of the Australian Charities and Not-for-profit Commission Act 2012 and the Associations Incorporation Act (Qld) 1981.

Carmen brought to attention:

NOTE 1 - STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

(I) Change in Accounting Policy

During the year the Association moved from a Tier 1 entity reporting to the Australian Charities and Not-For-Profit Commission to a Tier 2 due to its total revenue exceeding \$250,000. As a result the Association was required to change its accounting policy and basis of preparation from Cash accounting to Accrual accounting and comply with the recognition and measurement criteria of Australian Accounting Standards as outlined in Note 1 Statement of Compliance.

As a result the Association was required to restate its comparative financial statements in accordance with AASB 108: Accounting Policies, Changes in Accounting Estimates and Errors.

- Financial Report Moved: Seb Crawford
- Seconded: Usha Iyer-Raniga
- **Carried**

- Nexia Australia approved as auditors for 2020-2021 financial year:
- Moved: Corey Peterson
- Seconded: Linda Stevenson
- **Carried**

7. Election of Officers:

- **President: Corey Peterson, Sustainability Manager, University of Tasmania**
 - Moved: Leanne Denby
 - Seconded: Danielle McCartney
 - **Carried**

- **Secretary: Delwyn Langdon, Manager EcoCentre, Griffith University**
 - Moved: Leanne Denby
 - Seconded: Clare Walker
 - **Carried**

- **Treasurer: Dr Carmen Primo Perez, Sustainability Officer, UTAS**
 - Moved: Sue Hopkins
 - Seconded: Edward Maher
 - **Carried**

- **Director: Leanne Denby, CEO, ILSA**
 - Moved: Corey Peterson
 - Seconded: Danielle McCartney
 - **Carried**

- **Director: Edward Maher, Manager CSU Green, Charles Sturt University**
 - Moved: Linda Stevenson
 - Seconded: Leanne Denby
 - **Carried**

- **Director: Prof Usha Iyer-Raniga, Property, Construction and Project Management, RMIT University**
 - Moved: Andrew Wilkinson
 - Seconded: Leanne Denby
 - **Carried**

- **Ray O'Brien, Head of Sustainability, University of Otago**
 - Moved: Usha Iyer-Raniga
 - Seconded: Corey Peterson
 - **Carried**

- **Linda Stevenson, Senior Manager, Sustainability, RMIT University**
 - Moved: Usha Iyer-Raniga
 - Seconded: Leanne Denby
 - **Carried**
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- **Clare Walker, Assoc. Director, Sustainability, The University of Melbourne**
 - Moved: Leanne Denby
 - Seconded: Sue Hopkins
 - **Carried**
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- **Andrew Wilks, Director, Sustainability, Victoria University of Wellington**
 - Moved: Corey Peterson
 - Seconded: Leanne Denby
 - **Carried**

- **Danielle McCartney, Head of Sustainability, UTS**
 - Moved: Ray O'Brien
 - Seconded: Ed Maher
 - **Carried**

8. Open the floor to members:

- Leanne Denby thanked Rhiannon, Valina and Emilia for all the work done to keep ACTS going through this difficult time.

9. Meeting closed: at 1.19pm (AEDT)

ACTS AGM ATTENDEE LIST

NAME	INSTITUTION	COUNTRY
Amanda Cunningham	Victoria University of Wellington	New Zealand
Andrew Wilks	Victoria University of Wellington	New Zealand
Carmen Primo Perez	University of Tasmania	Australia
Chloe Wium	University of Canterbury	New Zealand
Christine Fury	University of Tasmania	Australia
Clare Walker	University of Melbourne	Australia
Corey Peterson	University of Tasmania	Australia
Danielle McCartney	University of Technology Sydney	Australia
Delwyn Langdon	Griffith University	Australia
Edward Maher	Charles Sturt University	Australia
Hayley Cordes	RMIT University	Australia
Kym Witney-Soanes	Charles Sturt University	Australia
Leanne Denby	ILSA/ACTS	Australia
Linda Stevenson	RMIT University	Australia
Lucy Li	University of Tasmania	Australia
Nik Mungilwar	CQUniversity	Australia
Ray O'Brien	University of Otago	New Zealand
Renzo Mori Jr	RMIT University	Australia
Rob Beck	TEFMA	Australia
Rhiannon Boyd	ACTS	Australasia
Ryan Heryyanto	Monash University	Australia
Seb Crawford	University of Technology Sydney	Australia
Shelley Anderson	-	Australia
Sue Hopkins	University of Melbourne	Australia
Suzanne Davis	University of Queensland	Australia
Tegan Betts	University of Newcastle	Australia
Usha Iyer-Raniga	RMIT University	Australia
Valina Clearwater	ACTS	Australasia