



MINUTES OF MEETING

Minutes of the 90th Annual General Meeting of Members of

The Royal Australian Institute of Architects Limited

Held at NSW Chapter, Tusculum, 3 Manning Street Potts Point Sydney
at 2.00pm on 14 May 2019

1. Quorum

Quorum of 10 Voting Members present was achieved.

The meeting was chaired by the National President 2018-2019, Ms Clare Cousins LFRAIA who noted that a quorum was present.

2. Voting members present:

Members
Clare Cousins
Helen Lochhead
Richard Kirk
Andrew Broffman
Vanessa Bird
Justin Hill
Louise Cox
Paul Berkemeier
Kathlyn Loseby
Ken Maher

3. Formal Apologies received

None

4. Proxies

In total, four valid proxy voting forms were received by 2pm on 13 May 2019: Janine Campbell, Hiromi Shiraishi, Nick Nigro and Gavan Ranger. All four proxy forms nominated the Chairperson to exercise their vote. Of those proxy forms, all of them either directed a preferred vote or an abstention.

5. Item of business No. 1: Confirmation of Minutes

That the minutes of the Institute's Annual General Meeting held on 15 May 2018 be received.

No questions raised, or discussion had.

The motion was put.

All present voted in favour.

MOTION CARRIED

6. Item of business No. 2: Receiving the Financial Statements and Reports

To receive the Institute's Financial Statements and Reports for the year ended 31 December 2018.

No questions or discussion.

Meeting received and noted the Financial Statements and Reports.

7. Item of business No. 3: Receiving the Auditors' Report

To receive the Auditors' report on the Institute's Financial Statements for the year ended 31 December 2018.

No questions or discussion.

Meeting received and noted the Auditors' report.

8. Announcement of the Office Bearers of the Institute

The Chairperson announced the new office bearers of the Institute for the 2019-2020 year, elected by National Council in 2019.

These elected officers will be appointed as directors on the Board of the Institute, effective from the conclusion of this AGM.

- The President for 2019-2020, is Prof Helen Lochhead FRAIA, previously elected as President Elect by National Council at its meeting in May 2018.
- Ms Alice Hampson FRAIA was elected as President-Elect.
- Elected as National-Councillor Directors were Ms Vanessa Bird FRAIA and Mr Peter Hobbs FRAIA.
- Ms Clare Cousins LFRAIA becomes the Immediate-Past President and Mr Richard Kirk LFRAIA steps down as Immediate-Past President.

9. Other Business

No notice of any other item of business had been given or received.

No other questions or discussion.

There being no further business, the Chairperson announced that following the meeting there would be a ceremony to handover the chains of office to incoming National President Prof Helen Lochhead and then declared the meeting closed at approximately 2.18 pm.

Signed by the Chairperson of the Meeting as a true record of the meeting,



Clare Cousins LFRAIA – National President

Date: 28 May 2019