

MEETING AGENDA

THURSDAY 18TH AUGUST 2022
2PM
ONLINE VIA ZOOM

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VISIT

Office 18 Building 1 Gateway Office Park
747 Lytton Road, Murarrie QLD 4172

Building Designers' Association of Queensland Inc t/a Building Design Queensland

ABN 95 624 658 023

ASSOCIATION NUMBER
IA07385

1.0 OPENING & ATTENDANCE

1.1 MEETING OPENED

Opened at: 1pm Thursday 18th August 2022.

Chair, Tamica Lewis, confirmed that for the online format:

Zoom polls will be used for each motion, with financial members in attendance asked to vote affirmative or negative.

Members who wish to second a motion must unmute and speak.

1.2 ATTENDANCE

Chair, Tamica Lewis, took attendance and confirmed attendance:

Financial members:

Non-voting members:

Invited guests:

Chair, Tamica Lewis, confirmed the required quorum (27) had been met, so the meeting was duly constituted.

Live Attendance

Member	Member Type	Present	Apology

Proxy Attendance

Attending Member	On Behalf Of

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2.0 CONFIRMATION OF PREVIOUS MINUTES

The minutes of the 2021 Annual General Meeting held online via Zoom on Friday 6th August 2021 were distributed to the membership via email prior to this meeting.

Motion

That the minutes of the 2021 Annual General Meeting held online via Zoom on Friday 6th August 2021 be confirmed as a true and accurate record.

Moved by:

Seconded by:

3.0 PRESIDENT'S REPORT

Motion

That the President's report, as tabled, be accepted.

Moved by:

Seconded by:

4.0 TREASURER'S REPORT

Motion

That the Treasurer's report YTD 31st July 2022, as tabled, be accepted.

Moved by:

Seconded by:

5.0 AUDITOR'S REPORT

The Auditors Report for the financial year ending 28th February, 2022 was distributed to the membership via email prior to this meeting.

Motion

That the Auditors Report for the financial year ending 28th February, 2022 be accepted.

Moved by:

Seconded by:

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6.0 ELECTION OF ASSOCIATION EXECUTIVE

The Chair, **Tamica Lewis** declared all Association Executive positions of BDQ Management Committee vacant.

Tamica Lewis stood down as chair of the meeting and invited **Rob Bebrouth** to act as the 'Returning Officer' for the election of the association executive.

6.1 STATE PRESIDENT

6.2 STATE VICE PRESIDENT

6.3 STATE SECRETARY

6.4 STATE TREASURER

7.0 RATIFICATION OF BRANCH DELEGATES AS MANAGEMENT COMMITTEE MEMBERS

Motion

That the Branch Delegates as presented be ratified as members of the 2022-2023 BDQ Management Committee.

Moved by:

Seconded by:

8.0 MEMBERSHIP AWARDS

Tamica Lewis asked attendees to endorse her choice for the 2022 President's Commendation without naming the member in order to keep the recipient a surprise until the formal presentation at the State Design Awards in September.

Motion

That the member chosen for the 2022 President's Commendation be endorsed by the membership.

Moved by:

Seconded by:

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9.0 APPOINTMENT OF AN AUDITOR

Motion

That BDQ appoint Haslam Consulting and Accounting to be the auditors for this coming financial year.

Moved by:

Seconded by:

10.0 ACCEPTANCE OF ACCOUNT SIGNATORIES

Motion

That BDQ appoints the elected State President, Vice President, Secretary, and Treasurer to be the authorised account signatories of the Association until the next Annual General Meeting.

Moved by:

Seconded by:

11.0 CLOSING OF MEETING

Meeting closed at XX:XXpm.

Attendees were asked to remain in the Zoom meeting for the upcoming General Meeting

SIGNED AS TRUE AND ACCURATE

PRESIDENT

Signed:

Date:

VICE PRESIDENT

Signed:

Date:

TREASURER

Signed:

Date:

SECRETARY

Signed:

Date:

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