

IPTA NINETY-NINTH ANNUAL GENERAL MEETING**AGENDA**

The 2018, Ninety-Ninth Annual General Meeting
of The Institute of Patent and Trade Mark Attorneys of Australia
will be held at the Langham Hotel, Melbourne, Victoria
commencing at 4.00pm on Thursday, 19 April

1. OPENING OF MEETING

Collective welcome

2. NOTICE OF MEETING AND AGENDA**3. ATTENDANCE AND PROXIES**

Attendance and proxies to be recorded. Members and visitors present are requested to record their attendance and holding of proxies on the forms under the following separate categories:

- (i) Fellows Personally Present
- (ii) Fellows Represented by Proxy
- (iii) Other Members Present
- (iv) Visitors Present

4. APOLOGIES

Apologies to be recorded.

5. INDIVIDUAL WELCOME

- (i) Fellows at their First Annual General Meeting
- (ii) Other Members at their First Annual General Meeting
- (iii) Overseas Members Present
- (iv) Visitors Present

6. **REMEMBRANCE OF: Helen McIlwraith** nee Taylor (passed away 4/8/17)
Geoff Habel (passed away 10/9/17)

7. **MINUTES OF THE NINETY-EIGHTH (2017) ANNUAL GENERAL MEETING**

The minutes of the Ninety-Eighth Annual General Meeting held on Thursday, 27 April at the Crown Complex, Perth, Western Australia, having been circulated are to be confirmed.

8. **MATTERS ARISING FROM MINUTES OF PREVIOUS ANNUAL GENERAL MEETING**

9. **ANNUAL ACCOUNTS AND REPORTS**

Mr D Tadgell, Convenor of Finance & Secretariat Committee

2017 Financial Statements

Members to receive, consider and, if thought fit, adopt the Financial Statements of the Institute for the year ending 31 December 2017 and consisting of:

- (i) Statement of Comprehensive Income, Statement of Financial Position, Statement of Changes in Members' Funds, Statement of Cash Flows, together with Notes to and forming part of the Accounts
- (ii) Auditor's Report dated 21 March, 2018
- (iii) Declaration by Directors dated 21 March, 2018
- (iv) Directors' Report dated 21 March, 2018
- (v) Committee Reports

10. **ACTIONS OF COUNCIL**

Having given due notice under Article 40, Mr Daniel Bolderston, proposes to move the following motion, seconder, Mr Roger Green:

"That this Annual General Meeting of Members of The Institute of Patent and Trade Mark Attorneys of Australia sanctions and confirms the various acts of the Council during the Session 2017/2018 and declares that the same be deemed to be the acts of the Institute".

11. **APPOINTMENTS**

(i) Appointment of Auditor

Having given due notice under Article 40, Mr David Tadgell proposes to move the following motion, seconder, Mr Ray Evans.

“That members re-appoint Mr Steven Bradby of PKF Melbourne as Auditor for the year ending 31 December 2018 and that the President of IPTA be authorised by members to sign an appointment letter on behalf of members.”

(ii) Appointment of Scrutineers for 2019

12. **PRESIDENT'S ADDRESS**

13. **ELECTION OF OFFICE BEARERS**

Chairman to declare that the nominations received for Office Bearers and Councillors were as follows:

President	Mr Richard Baddeley
Vice-Presidents	Mr Michael Caine Dr Trevor Davies
Councillors	Ms Janelle Borham Ms Christine Emmanuel Mr Philip Gehrig Mr William Hird Dr Anna Johnston Dr Andrew Jones Dr John Landells Ms Jennifer McEwan Dr Grant Shoebridge Mr David Tadgell

As the nominations received for the positions of President and Vice-Presidents were equal to the number of vacancies a postal ballot was not required.

As the nominations received for Council were equal to the number of vacancies a postal ballot was not required.

Note: Mr Jeremy Dobbin will remain ex-officio a member of Council under Article 58.

4.

14. **GENERAL BUSINESS**

15. **ANNOUNCEMENTS**

16. **CLOSURE OF MEETING**



R H Baddeley
President



L M Tocchet
Executive Secretary

29 March 2018

Level 15, 1 Nicholson Street
Melbourne Victoria 3000