

**IPTA ONE HUNDRETH ANNUAL GENERAL MEETING****AGENDA**

The 2019, One Hundredth Annual General Meeting of The Institute of Patent and Trade Mark Attorneys of Australia will be held at the Sheraton Grand Mirage Resort, Gold Coast commencing at 9.50am on Thursday, 11 April, 2019

**1. OPENING OF MEETING**

The Chairman, Mr Richard Baddeley, to declare the 100th Annual General Meeting open and will welcome members and visitors present.

**2. NOTICE OF MEETING AND AGENDA**

The notice and agenda of the meeting having been circulated are taken as read.

**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: Darryl Michlewski** (passed away 13/05/18)

7. **MINUTES OF THE NINETY- NINTH (2018) ANNUAL GENERAL MEETING**

The minutes of the Ninety-Ninth Annual General Meeting held on Thursday, 19 April at the Langham Hotel, Melbourne, 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

2018 Financial Statements

Members to receive, consider and, if thought fit, adopt the Financial Statements of the Institute for the year ending 31 December 2018 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, 2019
- (iii) Declaration by Directors dated 21 March, 2019
- (iv) Directors' Report dated 21 March, 2019
- (v) Committee Reports

10. **ACTIONS OF COUNCIL**

Having given due notice under Article 40, Ms. Cherie van Wensveen, proposes to move the following motion, seconder, Ms. Leanne Oitmaa:

“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 2018/19 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 2019 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 Michael Caine
Vice-Presidents	Ms Janelle Borham Dr Trevor Davies
Councillors	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 Mr Ken Hamilton Mr Brendan Cheong

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 not equal to the number of vacancies a secret electronic ballot was required and the outcomes will be announced at the Annual General Meeting.

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

14. **GENERAL BUSINESS**

15. **ANNOUNCEMENTS**

16. **CLOSURE OF MEETING**



R H Baddeley  
President



T L Gold  
Executive Secretary

21 March 2019 (corrected 25 March 2019)

Level 15, 1 Nicholson Street  
Melbourne Victoria 3000