

IPTA ONE HUNDRED AND FIRST ANNUAL GENERAL MEETING**AGENDA**

The 2020, One Hundred and First Annual General Meeting of The Institute of Patent and Trade Mark Attorneys of Australia will be held by video conference from the IPTA Secretariat, Melbourne, Victoria commencing at 9.00am on Thursday, 14 May

1. OPENING OF MEETING

Collective welcome

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 under the following separate categories:

- (i) Fellows Personally Present by video conference
- (ii) Fellows Represented by Proxy
- (iii) Other Members Present by video conference

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

6. REMEMBRANCE OF: Gennaro Simonetta (passed away 25/4/19).

Mr Michael Caine will invite Mr Greg Munt to speak of Mr Gennaro Simonetta.

7. MINUTES OF THE ONE HUNDREDTH (2019) ANNUAL GENERAL MEETING

Having given due notice under Article 40, Mr Michael Caine, proposes to move the following motion, seconder, Mr Philip Gehrig:

That the minutes of the One Hundredth Annual General Meeting held on Thursday, 11 April 2019 at the Sheraton Mirage Resort, Gold Coast, Queensland, having been circulated, be confirmed.

An electronic ballot to determine the motion was conducted and the outcome will be announced at the meeting.

8. MATTERS ARISING FROM MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

None.

9. ANNUAL ACCOUNTS AND REPORTS

Having given due notice under Article 40, Mr David Tadgell, proposes to move the following motion, seconder, Mr Michael Caine:

That the Financial Statements of the Institute for the year ending 31 December 2019, having been circulated, be adopted by the members of the Institute.

The Financial Statements of the Institute for the year ending 31 December 2019 and consist 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 6 April, 2020
- (iii) Declaration by Directors dated 6 April, 2020
- (iv) Directors' Report dated 6 April, 2020
- (v) Committee Reports

An electronic ballot to determine the motion was conducted and the outcome will be announced at the meeting.

10. ACTIONS OF COUNCIL

Having given due notice under Article 40, Ms Edith Hamilton, proposes to move the following motion, seconder, Mr Richard Brown:

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 2019/2020 and declares that the same be deemed to be the acts of the Institute.

An electronic ballot to determine the motion was conducted and the outcome will be announced at the meeting.

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 2020 and that the President of IPTA be authorised by members to sign an appointment letter on behalf of members.

An electronic ballot to determine the motion was conducted and the outcome will be announced at the meeting.

(ii) Appointment of Scrutineers for 2020

Mr Michael Caine to propose that the 2019 scrutineers, Messrs Leon Allen, Graham Cowin, Roger Green, Colin Macauley, Mark Roberts and Cherie Van Wensveen, be appointed the scrutineers for 2020. Each has agreed in advance of the meeting to reappointment.

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 Ms Jennifer McEwan
Councillors	Mr William Hird Dr Anna Johnston Mr Brendan Cheong Dr Andrew Jones Mr David Tadgell Dr John Landells Dr Daniel Sieveking Mr Philip Gehrig Dr Melissa Mail Dr Grant Shoebridge Ms Christine Emmanuel

As the nominations received for the positions of President and Vice-Presidents were equal to the number of vacancies an electronic 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.

4.

14. **GENERAL BUSINESS**

15. **ANNOUNCEMENTS**

16. **CLOSURE OF MEETING**



M J Caine
President



K J Meade
Executive Secretary

23 April 2020

Level 15, 1 Nicholson Street
Melbourne, Victoria 3000