



**Australian Institute of Social and Ethical Accountability
(Social & Ethical Auditing Institute Inc)**

ABN 51 660 967 954

**MEETING OF THE FOURTH ANNUAL GENERAL MEETING OF
SOCIAL & ETHICAL AUDITING INSTITUTE INCORPORATED
HELD AT THE OFFICES OF KPMG, 10 Shelley Street, Sydney on Level 15 in Meeting Room 15:14 ON
WEDNESDAY, 22 DECEMBER 2004 AT 16.00 PM**

- CHAIR: Mr R. Boele Chair
Mr T. Heesh Minutes
- MEMBERS PRESENT Mr Peter Caldwell, Ms Eva Cox, Mr Tim Heesh, Mr Richard Boele, Mr Stirling Habbits, Ms Debbie Henderson, Mr Peter Kaye, Ms Jane Taggart, Mr Michael Nugent, Mr Terence Jeyaretnam, Ms Corrine Prost, Ms Marcelle Holdaway, Mr Richard Parsons, Peter Harmer
- CHAIR Mr Boele took the Chair.
- OPENING The Chair opened the meeting and welcomed members to the Fourth Annual General Meeting of the Institute.
- APOLOGIES Apologies were received from Mr Barry Wood., Mr Alexander Bailey, Mr StEvan Holland, Ms Attracta Lagan, Mr Ros Muston, Mr David Birch, Mr Mike Evans and Mr Gianni Zappala.
- Resolution: Proposed by Eva Cox
Seconded by Peter Kaye
- “That that the apologies be accepted.”
- Result: Carried.
- MINUTES OF PREVIOUS
AGM
- Mr Boele tabled minutes of the AGM held on 24th September 2003 which had been circulated to all members prior to the meeting.
- Mr Boele asked for any matters to be raised concerning the minutes. No matters were raised.
- Resolution: Proposed by Eva Cox
Seconded by Peter Kaye
- “That the Minutes be received and adopted..”
- Result: Carried.
- PRESIDENTS REPORT
- Mr Boele noted:
It has been a quiet year, yet significantly more active publicly than the previous period. In

2004 we have:

- Our fourth AGM
- 14 Board meeting (although I note we did not formally meet in the past 12 months)
- Launched the Institute's new website – www.accountability.org.au
- Held two Practitioner's Talks Events – one in Sydney and another in Melbourne

General Discussion followed with questions raised about the web-site and what information should be reported to the members. The President indicated that in future the number of visits to the site would be reported.

Resolution: Proposed by Eva Cox
Seconded by Peter Kaye

“That the Presidents Report be received and adopted..”

Result: Carried.

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FINANCIAL STATEMENTS

The Balance Sheet as at 30 June 2004 and the Profit & Loss Statement for the 2003/2004 Financial Year were formally tabled.

Resolution: Proposed by Eva Cox
Seconded by Peter Kaye

“That the Financial Statements for the twelve months ending 30 June 2004 be received and adopted..”

Result: Carried.

ELECTION OF DIRECTORS

The President read the report of the Returning Officer that there had been one nomination for the three positions of director at the close of nominations, and that Mr Terrence Jeyaretnam is duly elected to the Board of the Institute.

Resolution: Proposed by Eva Cox
Seconded by Corrine Prost

“That the report of the Returning Officer be noted..”

Result: Carried.

CLOSURE

There being no further formal business in accordance with the Rules, The President thanked those for attending and the meeting closed at 4.20pm



AUSTRALIAN INSTITUTE OF
Social and Ethical
Accountability

Australian Institute of Social and Ethical Accountability (Social & Ethical Auditing Institute Inc)

ABN 51 660 967 954

Revised Agenda of ANNUAL GENERAL MEETING

The Fourth Annual General Meeting of the Australian Social & Ethical Auditing Institute (now the Australian Institute of Social and Ethical Accountability) will be held on Wednesday, 22 December 2004 at 16.00 pm at the Offices of KPMG, 10 Shelley Street, Sydney on LEval 15 in Meeting Room 15:14.

AGENDA

1. Apologies
2. Minutes from previous AGM 24 September 2003
3. To receive and consider the President's Report
4. To receive and adopt the Financial Statement for the twelve months ending 30 June 2004
5. To receive the Declaration of the ballot to elect Directors
6. General Business