



ANNUAL GENERAL MEETING

NATIONAL INTERIOR PLANTSCAPE ASSOCIATION

Tuesday 15th February 2016
11am – 1pm

Held at

14 Sovereign Court, Kippa Ring QLD

Attendees

- Johan Hodgson (Ambius Qld) on Skype
 - Trevor Murphy (TCC Qld)
 - Peter Nally (Greengrove Indoor Plant Hire Qld)
 - Therese Nally (Greengrove Indoor Plant Hire Qld)
 - Dee Helms (Office Plants Australia Vic)
 - Nerida Hills (Nerida Hills Indoor Plant Hire Vic)
 - Julie Watson (Green Design NSW) on Skype
 - Peter Dolley (IEQ Qld)
 - Arthur Stacey (Sunnydale Qld)
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- Elaine Tunn – Executive Officer

Apologies

- Elizabeth Smith (Horticultural Training QLD)

1	Meeting opened 11.00am Nerida Hills (President) welcomed all members	
2	Confirmation of previous minutes Previous minutes from the AGM held 17 th February 2015 were read by Nerida Hills Confirmed and accepted as a true and correct record	Moved: NH Seconded: DH
3	Resignation from the Board: Chris Wilkins Resignation from Membership: Grow Marketing	
4	President's Report President, Nerida Hills , tabled outgoing report and moved & accepted As for previous years, all reports tabled at the AGM will be collated for presentation as the NIPA Annual Report	Moved: NH Seconded: DH
5	Vice President's Report Vice President Dee Helm tabled outgoing report moved and accepted	Moved DH Seconded: NH
6	Treasurer's Report Treasurer Peter Nally tabled report outgoing report & audit	Moved: PN Seconded: NH
7	Secretary's Report Therese Nally tabled report	Moved: TN Seconded: NH
8	Election of Office Bearers The President declared all positions vacant and called for nominations for the Executive Committee. Members voted in for the next term of office were confirmed as follows: President: Nerida Hills ACCEPTED Vice President: Dee Helms ACCEPTED Secretary: Therese Nally ACCEPTED Treasurer: Peter Nally ACCEPTED Executive Member: Trevor Murphy ACCEPTED Executive Member: Johan Hodgson ACCEPTED Executive Member: Julie Watson ACCEPTED	N - Nominated S – Seconded N: Dee Helm S: Peter Dolley N: Nerida Hills S: Peter Dolley N: Arthur Stacey S: Peter Dolley N: Trevor Murphy S: Dee Helm N: Nerida Hills S: Dee Helm N: Kerry Anne Knight S: Ken Coughan N: Mark Wilkins S: Craig Atkins

9.	<p>President's Vision for the next 12 months President Nerida Hills acknowledged the hard work and commitment from all Board members.</p> <p>Nerida welcomed the committee and thanked them for their re-nomination.</p> <p>Nerida Hills presented her vision for 2016 (Full Report will be available on IPA website & Dropbox)</p>	
10	<p>Appointment of Auditor It was resolved that NIPA would appoint McFillin Auditor for 2017</p>	<p>Moved: NH Seconded: PN</p>
11	<p><u>General Discussion</u></p> <p>2017 Conference Elaine Tunn (Executive officer) discussed IPA hosting a conference in 2017 at Seaworld – Gold Coast & Presenter Kathy Fediw (USA) being one of the key note speakers. Board all in favour of ET investigating the feasibility & costing of the conference. Johan mentioned once date is confirmed Ambius would put the event on their website & suggested that all board members could do the same.</p> <p>Car Stickers/Transfers ET tabled vehicle transfers from Peter Waterhouse Urban Gardens NZ as members have been asking ET for vehicle stickers/transfers & Peter has already paid for his own transfers. Board suggested ET to investigate costing.</p> <p>Guideline for Architects & Designers ET tabled Guidelines for Architects & Designers booklet & suggested the booklet is updated so all IPA members can send a digital copy to Architects. ET to send all board members a digital copy of the current booklet. Nerida will speak to an Architect for feedback. Once we have gathered all information regarding update & costing for changes report to be given to the Board for further discussion.</p> <p>Industry Standards ET tabled IPA Industry Standards brochure also needs updating. ET to send board members current update for feedback.</p> <p>Calendar of Events Julie Watson mentioned Calendar of Events needs constant updating. Board agreed ET to investigate costing. ET to contact Letitia</p> <p>Accreditation Complaint Procedure Nerida raised the need for an open & transparent complaints procedure in the event that a written complaint against an accredited member is received. Board discussion concluded that the existing complaint protocol would suffice.</p> <p>Arthur Stacey thanked all board members on behalf of IPA members for their time & commitment in keeping IPA moving ahead.</p>	<p>All attending AGM in favour ET to investigate costing</p> <p>ET to investigate costs</p> <p>ET send Board digital copy of Guideline NH to speak with Architect for feedback ET to send report to Board once all information is gathered</p> <p>ET to send board Industry Standards update for feedback</p> <p>ET to contact Letitia for costing re managing Calendar of Events</p>
	<p>Meeting closed at 1.00pm</p>	