

MINUTES

Version 1.0



Wildlife Health Australia Inc Annual General Meeting

Date 10th November, 2016

Place Sydney Institute of Marine Science, Mosman, NSW

MEMBERS PRESENT: Mark Schipp (**MS**), Chair of the MC, Hume Field (**HF** -MC Deputy Chair of MC), Charles Milne (**CM**-MC), Andrew Peters (**AP** -MC), Pam Whiteley (**PW**-MC), Karrie Rose, Mark Hill, David Phalen, Graham Wilson, Chris Bunn, George and Edla Arzey, Damien Higgins.

OBSERVERS - Rupert Woods (**RW**) (Chief Executive Officer and Public Officer - PO), Debbie Kosh (**DK**) (Minutes), Andrea Reiss, Keren Cox-Witton, Sam Gilchrist, Tiggy Grillo, Silvia Ban, Jesse Evans (**JE**), Bill Mately, Emma Homes, Lisa Adams, Rachel Iglesias.

APOLOGIES: Chris Hibbard (**CH**-MC), Richard Jakob-Hoff, Phil Hansbro, Emily Glass, Rodney Vile, Andre van Halderen, Lee Skerratt, Nicholas White, Renate Velzeboer, Julie Quinn, Michael Banyard, Richard Irvine, Helen Owen, Jasmine Hufschmid, Jemma Bergfeld, Kathleen Plowman (on behalf of AHA), Leigh Nind, Robert Johnson.

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Agenda Item:	Issue/Topic	Background/Points of Discussion	Resolution / Actions	Name
1	Welcome and Apologies	Mark Schipp (MS) welcomed the staff, members and observers, and thanked everyone for attending the annual general meeting (AGM). The apologies received were read out by the Chair and noted. The Public Officer (PO) confirmed that a quorum was present and no proxies were received.		MS
2.	Review of actions, and acceptance of Minutes of 2014/2015 AGM	The draft minutes from the 2014/15 AGM were submitted to members. There were no outstanding actions. Pam Whiteley moved that the minutes of the annual general meeting held at Chowder Bay, Mosman on the 8 December, 2015, be accepted as a true	The WHA MC and members present: ACCEPTED the 2014/15 annual general meeting minutes as a true and correct record of the meeting.	MS/All

		and correct record of the meeting. Hume Field seconded this motion. The motion was carried on a show of hands.		
3	CEO Report	<p>Rupe Woods (RW) provided a presentation and verbal report on WHA activities for 2015/16. He reported against the strategic plan, highlighting the priorities and activities for the 2015/16 financial year.</p> <p>A video commissioned by the MC that explains WHA and its activities was launched. RW congratulated and thanked Lisa Adams for her efforts in putting the video together. The video will be available on the WHA website and facebook page (when launched in the new year) and has been distributed to the Australian Government Department of Agriculture and Water Resources (DAWR), Biosecurity National Communications Network and Animal Health Australia. The video will be used at various media and communications events and made available to individual and organizational members of WHA to use, distribute and promote. Members and guests were also advised that the WHA annual report was now printed and available. RW thanked Debbie Kosh (DK) and the staff of WHA for putting the report together. A digital copy has been posted to the WHA website.</p>		RW
4.	Financial Report	<p>The audited 2015/16 WHA financial report, including the auditor's report, was circulated to members along with notice of the AGM. The auditors, Bill Matley and Jesse Evans (JE) from Crispin & Jeffery were present at the AGM, and JE provided a verbal summary of the 2015/16 WHA audited financial statements.</p> <p>JE also thanked RW, Karen Magee (KM) and the staff at WHA for their assistance and support in preparing the financial reports and commended the internal processes in place for acquittal and management of the financial affairs of the organization.</p>	<p>The financial statements of WHA Inc., as audited by Crispin and Jeffery for the year ending 30 June, 2016 were approved by the membership.</p> <p>The WHA MC, and members present:</p> <p>NOTED the audited 2015/16 WHA financial statements including the auditors report.</p>	RW/JE
5.	Other Business	The PO reported that no other business had been received and MS asked members, staff, and observers present if there was any other business. There was none.		MS/All

6.	Announcement of elected Management Committee	<p>MS advised that results of the election of members to the MC had been received. RW confirmed that the previous PO, KM, who had oversight of the election process, had reported to him that she was satisfied that the election had been held in a manner consistent with that dictated by the WHA constitution and the result was a true reflection of the wishes of the membership.</p> <p>From 1st January 2017 the new MC of WHA will be:</p> <ul style="list-style-type: none"> • Mark Schipp (Chair), Australian Chief Veterinary Officer representing the Australian Government Department of Agriculture and Water Resources • Charles Milne, Chief Veterinary Officer Victoria representing the Animal Health Committee (standing members) • The Individual Member representative - Hume Field <p>The three Organizational Members representing the Organisational Member category of WHA - Wildlife Health Surveillance Victoria (represented by Pam Whiteley), the Wildlife Disease Association Australasian Section (represented by Andrew Peters), and the Australian Veterinary Conservation Biology Special Interest Group of the Australian Veterinary Association (represented by Chris Bunn: CB).</p> <p>The Deputy Chair position will be determined at the first meeting of the new committee.</p>		MS/All
7.	Vote of Thanks	<p>MS congratulated the returned MC members and thanked them for their efforts and contributions to WHA and the MC over the last two years.</p> <p>Special recognition was given to Chris Hibbard, who represents the Zoo and Aquarium Association (ZAA) on the MC, which was not returned. MS thanked Chris personally, and on behalf of the membership, for his dedication, support and commitment to WHA over the last two year. He hoped that WHA, ZAA and Chris could continue their close working relationship in future.</p>		MS/All

		<p>MS congratulated and welcomed the Australian Veterinary Conservation Biology Special Interest Group of the Australian Veterinary Association and its representative, CB, as a new member on the MC and noted that he looked forward to working alongside Chris when he officially commences his duties.</p> <p>MS also thanked the members, RW, Tiggy Grillo, and WHA staff for their personal commitment, integrity, energy, enthusiasm to the work they do for WHA.</p> <p>Special mention was made of KM who is currently on maternity leave for all her hard work and support for the MC. DK was welcomed to the Administration Manager role whilst KM is away and it was noted that RW will be the PO until KM's return in June 2017.</p> <p>On behalf of the membership, RW thanked MS and other members of the MC for their leadership, support and guidance during the year; DAWR, including the Caring for our Country program, for their financial support through provision of core funding, and; the Animal Health Committee for their vision and support in setting up and guiding WHA through the intricacies of operating in a complex biosecurity and federated system. He thanked Rachel Iglesias and Iain East (DAWR) for their patience and support of WHA operations and DAWR and Robyn Martin for making them available.</p>		
8.	Invited Speaker	<p>MC member Dr Andrew Peters, provided a presentation titled "Last nails in the coffin?: the good, the bad and the ugly in our response to psittacine beak and feather disease (PBFD) in wild parrots" and used the critically endangered orange-bellied parrot (OBP) as an example.</p> <p>The presentation covered the geographical and ecological status of the OBP and presented information on PBFD including; the disease prevalence, its emergence, and causes. A brief history of PBFD was also presented and the challenges of its management discussed.</p>		AP

		The presentation was very well received and questions and discussion followed. The chair, members and observers thanked AP for the presentation.		
8.	Close	MS closed the second AGM of WHA at 3.50pm and thanked members, staff and observers for participating.		RW/MS
Close				

MEETING SUMMARY

The ninth meeting as the WHA AGM took place on 10 November 2016 via face to face meeting and led by the Committee of Management (Board).

Members of the Management Committee are:

- Mark Schipp, Australia's Chief Veterinary Officer (Chair)
- Hume Field, individual member elected by the Individual Members (Deputy Chair)
- Charles Milne, CVO VIC, representative of the Animal Health Committee
- Organisational members:
 - Andrew Peters, Wildlife Disease Association Australasian Section Chair
 - Chris Hibbard, Zoo Aquarium Association Executive Director
 - Pam Whiteley, Wildlife Health Surveillance Victoria

The meeting included WHA staff and participants: Rupert Woods (CEO/ Public Officer), Debbie Kosh (Minutes), Tiggy Grillo (WHA National Coordinator), Keren Cox-Whitton (WHA Senior Project Officer), WHA Project Officers; Sam Gilchrist and Andrea Reiss, Silvia Ban (WHA Project Support Officer), Rachel Iglesias (Department of Agriculture and Water Resources representative), Accountants from Crispin & Jeffrey; Bill Mately and Jesse Evans and consultants Lisa Adams and Emma Homes.

And WHA Members present: Karrie Rose, Mark Hill, David Phalen, Graham Wilson, Chris Bunn, George and Edla Arzey and Damien Higgins.

This meeting was held as WHA's Annual General Meeting (AGM) and the main purpose of the AGM included the following; reviewing the actions and acceptance of the minutes from the 2014/2015 AGM, the CEO report which included an update on the activities of 2016, also announcing the new animation video outlining who WHA are, and the 2016 annual report. The financial report was also delivered and the new 2017 Management Committee was announced as follows;

- Australian Government Department of Agriculture and Water Resources Representative Mark Schipp, Australian Chief Veterinary Officer (Chair), Animal Health Committee representative Charles Milne, Chief Veterinary Officer Victoria,
- Individual Member Representative Hume Field (Deputy Chair) and
- Organizational Members; Pam Whiteley representative from Wildlife Health Surveillance Victoria,
- Andrew Peters representative from Wildlife Disease Association Australasia and
- Chris Bunn representative from Australian Veterinary Conservation Biologists.

Chris Bun will commence his duties on the WHA Management Committee from 1 January 2017.

Chris Hibbard, representative from the Zoo and Aquarium Association, as the third Organizational Member was not re-elected at the 2016 AGM. However, will continue to be a WHA Management Committee Member until 31 December 2016. Chris Hibbard was a WHA committee member from 14th November, 2013 till 31st December 2016. Mark Schipp gave a vote of thanks to Chris on behalf of the membership, for his dedication, support and commitment to WHA over the last two years.

Management Committee member, Dr Andrew Peters provided a presentation titled “Last nails in the coffin?: the good, the bad and the ugly in our response to psittacine beak and feather disease (Pbfd) in wild parrots” and used the critically endangered orange-bellied parrot (OBP) as an example.

Mark Schipp as Chair closed the AGM at 3.50pm and advised guests to enjoy the afternoon refreshments.

For more information on the meeting please contact your representative on the Board, or contact Rupert Woods (CEO & Public Officer) on 0438 755 078 or Debbie Kosh Administration Manager on 02 9960 3386 respectively.