



UNITED SERVICES INSTITUTE OF THE ACT INC
Promoting Awareness of National Security and Defence Issues

ABN 697 3996 2119

PO Box 7912 Canberra BC 2610

Patron: Major General the Honourable Michael Jeffery AC, AO (Mil), CVO, MC Retd

**MINUTES OF THE 12th ANNUAL GENERAL MEETING
OF THE UNITED SERVICES INSTITUTE OF THE
AUSTRALIAN CAPITAL TERRITORY (USI of the ACT)**

**At the AUSTRALIAN DEFENCE COLLEGE,
WESTON CREEK**

Thursday 8 September 2016

ITEM 1: ATTENDANCE:

Present:

President and Chair: Major General Michael Crane DSC & Bar AM Retd plus 40 attendees
(Secretary's Note: Signed Attendance List enclosed as Attachment 1 to these Minutes)

Opening:

- The Chair, President of the USI of the ACT, Major General Michael Crane DSC & Bar AM Retd, noted the attendance for this Annual General Meeting was in excess of the quorum of ten required by the Constitution of the USI of the ACT Inc. (Article 35).
- The Chair declared the meeting opened at 1804 hours and welcomed members.
- The Secretary received apologies: VADM Chris Ritchie, Mr Denton Bocking, Mr Neil James and RADM Raydon Gates.

ITEM 2: MINUTES OF THE 11th ANNUAL GENERAL MEETING - 10 SEPTEMBER 2015

- The Chairman noted that the Minutes of the previous AGM had been made available on the USI-ACT website.
- Motion: That the Minutes of the 11th Annual General Meeting, held at the Australian Defence College on Thursday 11 September 2015, be accepted.

Moved: MAJGEN Mick Crane
Seconded: Ms Fiona Southwell.
Decision: **Carried**

Matters Arising

- The Chair raised four matters:
- Membership Survey. The membership would be surveyed in the last Quarter on 2016 in relation to the program of events and activities.
- Special Resolutions. These had been enacted and were now part of the Constitution.
- Leo Mahoney Bursary (LMB) Governance. The President thanked LTCOL Kirby for reviewing and reinvigorating the program. Council had reviewed the option to set up a separate LMB Trust, however, the administrative overheads persuaded Council otherwise. Financial management of the Bursary will occur via a separate bank account – not a trust.

- ADC Association. The process to wind up the ADCA has taken longer than expected. The Chair advised that he would continue to monitor in the hope of securing funds for the LMB.

ITEM 3: PRESIDENT'S REPORT

- The President's Report is available on the website. MAJGEN Crane emphasised the following:
 - a. Transformation of the organisation and changes at the National level were profound and would shape the future direction of the national body and the USI-ACT relationship with it. The USI of the ACT took a leading role in embracing change. The President was grateful for members' engagement and support in this process. Further progress will be reported through the President's message in newsletters, on the website, by email and in person at events.
 - b. The President congratulated Peter McDermott on bringing to fruition the new RUSIDSS-A website. The website has enabled effective communications and Council access to data.
 - c. A new Memorandum of Understanding with Defence had been negotiated, which guarantees access to Defence facilities for five years. Grant-in-Aid funding will no longer be untied or provided as a lump sum. We will need to bid for funding on an event by event basis.
 - d. The Leo Mahoney Bursary will be awarded to two candidates this year.
 - e. The Blamey Oration will be a high profile event each year. The 2016 Oration will be delivered on 9 November by the Australian strategist, counter terrorism expert and author, Dr David Kilcullen. L3 Communications has generously agreed to co-sponsor the Blamey Oration. A formal press release and announcement is to follow. The event will be held at the Realm Hotel, Barton.
- Motion: That the 2016 AGM President's Report be accepted.

Moved: MAJGEN Mick Crane

Seconded: LTCOL Nick Floyd

Decision: **Carried**

ITEM 4: TREASURER'S REPORT

- The Treasurer's Report is available on the website. Mr Wade noted the smaller surplus from the Members' Dinner was due to the record turnout for the 2015 Dinner.
- A small loss of \$500 was incurred. However, it should be noted that the Leo Mahony Bursary was not awarded in 2015. This reduced the loss by \$2500. A loss was anticipated and its likelihood had been flagged at the previous year's AGM.
- Motion: The Treasurer Report for FY 15-16, the Audited Financial Statements and the Independent Auditor's Report for FY 15-16, be accepted.

Moved: Mr David Wade

Seconded: AIRCDRE Peter McDermott

Decision: **Carried**

Payment of Honoraria

• The Treasurer proposed payment of honoraria, pursuant to Articles 48, 50 and 51 of the Constitution, as follows:

- \$1,000.00 - Treasurer
- \$1000.00 - Secretary
- \$550.00 - Auditor

• **Motion:** That the recommended honoraria be paid at the rates prescribed above

Moved: Mr David Wade
Seconded: Mr Jeremy Stredwick
Decision: **Carried**

Appointment of Auditor

• **Motion:** That Rosemary Everett be appointed the Institute's auditor for FY2016-2017.

Moved: Mr David Wade
Seconded: LTCOL Nick Floyd
Decision: **Carried**

ITEM 5: MEMBERSHIP REPORT/SUBSCRIPTIONS

• The Treasurer noted membership had been dropping during the last 4-5 years. This trend was now reversing. The previous year saw a small turn around. This has continued with an increase of 29 members in the last 12 months from 137 to 166.

• 44 members had yet to renew their subscriptions.

•

• **Motion:** That the Membership Report be accepted.

Moved: Mr David Wade
Seconded: BRIG Mike Kehoe
Decision: **Carried**

Discussion:

• Mike Kehoe encouraged a 'bring a friend' approach to help grow the membership.

• Peter McDermott suggested strong leadership in the ACT has seen growth in the CB; bucking a 5-year trend of an annual 10% decrease in CB membership across the organisation.

ITEM 6: PROGRAM REPORT

• The Program report is available on the website.

• There were seven presentations and two panel events in 2015/16, in a deliberate strategy to reduce the total number. Two principal themes were pursued: *Defence White Paper 2016: Challenges facing Defence in implementing the First Principles Review*; and *international terrorism*. The President noted the reduction in tempo had been successful.

• Mr Vern Gallagher thanked the Council for support. After five years on the Council he would not stand for re-election.

- **Motion:** That the Program Committee Report as presented to the AGM be accepted.

Moved: Mr Vern Gallagher
Seconded: LTCOL Nick Floyd
Decision: **Carried**

Discussion:

- The President thanked Vern Gallagher for his significant contribution to the Council’s work.
- The President indicated that ‘tactical level’ insights would be brought back in 2016/17; as would international presenters.
- John McFarlane expressed support for the current approach: it reflected better on the organisation as a whole.
- Mike Kehoe highlighted benefits of Australian Defence College (ADC) as a flexible venue which offered the Blamey and Snedden theatres, as well as the convenient nearby Mess. These were a good mix. Intention will be to schedule events at a tempo of one per month between the core series of presentation and casual dinners and social events (such as a pay as you attend lunches for 10-15). A wider separation between the Blamey Oration and Annual dinner would be achieved next year. We would be inclined to be ‘agile’ and react and deliver on short term opportunities – such as the General Jim Mattis event.
- The broad program Theme for 2017 would be: *Australia in the Near Region*. We will start with an environmental scan; followed by unpacking of our national and military interests in the region; and individual presentations (leveraging on earlier strategic presentations) to bring a tactical perspective (such as a DA or commander). The 2017 program would end with a panel presentation in Blamey Theatre, reviewing the Turnbull Government’s achievements.

ITEM 7: SPECIAL RESOLUTIONS

- **Special Resolution No. 1.** Motion to Amend the Constitution of the United Services Institute of the Australian Capital Territory (USI-ACT) (Student Members)
- That the Constitution of the USI of the ACT be amended as follows:
- **Eligibility for Membership.** Paragraph 7.e. **Student Members.** Delete extant text and insert in lieu: “**Student Members.** Midshipmen and cadets at the Australian Defence Force Academy, staff cadets at the Royal Military College, students enrolled in a tertiary institution or a departmental graduate development program, and other students as identified by the Council. Student Members shall pay no fees.”

Moved: MAJGEN Crane
Seconded: Mr David Wade

Discussion:

- Peter McDermott expressed a view that student members should be given the opportunity to vote. Action: Council will review the Constitution on the rights of non-financial members to vote.
- Student membership should be made affordable with a view to encouraging long-term membership.

Decision: **Carried**

- **Special Resolution No. 2.** Motion to Amend the Constitution of the United Services Institute of the Australian Capital Territory (USI-ACT) (Applications for Membership).
- That the Constitution of the USI of the ACT be amended as follows:
- **Applications for Membership.** Paragraph 10. Delete all text. Insert “Applications online through the RUSI website shall be accompanied by the prescribed fee, including any administration fee, paid electronically in accordance with instructions on the website. ”

Moved: MAJGEN Crane
Seconded: Mr David Wade
Decision: **Carried**

- **Special Resolution No. 3.** Motion to Amend the Constitution of the United Services Institute of the Australian Capital Territory (USI of the ACT) (Honorary Membership).
- That the Constitution of the USI of the ACT be amended as follows:
- **Honoraries.** Paragraph 13. Delete all text. Insert in lieu: “**Honoraries.** The Council may appoint Honorary Members for a limited term. Honorary membership shall be reviewed annually by the Council. Honorary Life Members shall be appointed by Special Resolution passed at a General Meeting of the Institute. Special Resolutions proposing appointments for Honorary Life Membership are to be accompanied by a recommendation from the Council. Impromptu nominations for Honorary Life Membership from the floor of a General Meeting are not to be considered.”

Moved: MAJGEN Crane
Seconded: Mr David Wade

Discussion:

- The President suggested the process of appointing Honorary Life Members (HLM) should be carefully considered. More discipline was required around the process. A motion from the floor at a general meeting is not an appropriate avenue to honorary life membership.
- Honorary Membership would be granted for a term of 12 months.
- Council will manage the process carefully.
- Action: Council will review voting rights of HLM.

Decision: **Carried**

ITEM 8: GENERAL BUSINESS

- The President advised that 2015/2016 was a planning year; in 2016/2017 the focus would be on implementation. More changes were needed to bring the organisation into the 21st century.

ITEM 9: ELECTION OF OFFICE BEARERS AND COUNCILLORS

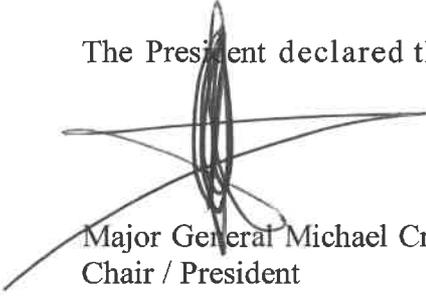
- In accordance with new procedures agreed in 2015, the President, Secretary, Mr Kehoe and Ms Southwell were not required to stand for re-election in 2016. The Chair therefore conducted the election of remaining office bearers and councillors. He advised that there were five nominations for the five available positions, and that accordingly declared the following nominees duly elected.

Deputy President Lieutenant Colonel Nick Floyd
Treasurer Commander Nick Tate, RANR
Councillors Mr Jeremy Stredwick
 Ms Ingrid Tomanovits
 Ms Jacinta Carroll

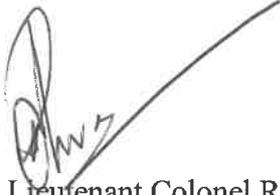
- The President congratulated both returning Councillors and those members newly elected.

CLOSURE:

The President declared the Meeting closed at 1916h.



Major General Michael Crane DSC & Bar AM
Chair / President



Lieutenant Colonel Richard Maurice
Secretary

28 November 2016

28 November 2016

ATTACHMENTS:

1. Attendance List for AGM 8 Sep 2016
2. President's Report to Council and Members for FY205/16
3. Treasurer's Report as at 30 June 2016
4. Profit and Loss Statement for Period 01 July 2015 to 30 June 2016
5. Balance Sheet as at 30 June 2016
6. Independent Auditor's Report -30 Jun 16 dated 08 Aug 16
7. Membership Report for FY2015/16
8. Program Committee Report for FY2015/16
9. Attendance List