



Royal United Services Institute for Defence and Security Studies
Australia

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ABN 83 657 442 244

**ANNUAL GENERAL MEETING
03 OCTOBER 2023 AT 1800H AESDT
BY VIDEOCONFERENCE**

MINUTES

Present:

Paul Irving
Bill Henman
Mike O'Brien
Paul Ferguson
Michael Hough
David Leece
Mickey Michaelis
Allan Dixon
John Howells

Chair
President ACT
President VIC
President TAS
President NSW
Observer
Secretary
Hon. Auditor
Minute Secretary

Apologies

Kerry Gallagher
Mark Bouchier
Robert Atkinson
Lance Scott

President QLD
President SA
Director
President WA

Meeting commenced at 18:03h AEDT.

Item 2: Minutes of the 2022 Annual General Meeting

No amendments were required to the minutes.

Moved that the minutes be accepted (Irving/Henman).

Item 3: Matters Arising from the Previous Minutes

There were no matters arising from the previous minutes.

Item 4: Directors' Report (Attachment A)

The Director's Report had been tabled prior to the meeting. Paul Irving summarised the significant progress that had been made by the Board in the past year.

Moved that the Directors' Report for the period 24 October 2022 to 2 October 2023 be accepted (Irving/Henman).

Item 4a: Financial Reports

Paul Irving advised that RUSI-A was solvent, with an increased surplus due to arrears in capitation fees being paid.

Moved that the financial report for FY 2022/23 be accepted (Irving/O'Brien).

Item 4b: National Budget FY 2023/24 (Attachment B)

Paul Irving advised that it was a minimalist budget designed to deliver a small surplus based on a proposed capitation fee of \$5.00.

Moved that the National Budget FY 2023/24 be accepted (Irving/Henman).

Item 4c: Capitation Fee for 2023/24

Based on the agreed RUSI-A budget for 2023/24, Paul Irving proposed that the capitation fee for FY 2023/24 be \$5.00 per financial member.

Moved that the capitation fee for FY 2023/24 be set at \$5.00 per financial member in accord with details set out in the Director's Report (Irving/Hough).

Item 5: Election of Directors

Paul Irving stood down and asked Michael Hough to chair the election of directors.

Paul Irving and Mike O'Brien agreed to stand-down to meet the 1/3rd rule under the RUSI-A Constitution; both re-nominated. As there were no objections to the appointments, Michael Hough advised that Paul Irving and Mike O'Brien be appointed directors.

Michael Hough recognised Paul Irving's willingness to continue to serve as President for a further year and in the absence of other nominations, Michael Hough declared Paul Irving as President.

Michael Hough handed the chair back to Paul Irving.

Item 6: Other Matters

Paul Irving expressed his appreciation of the work of Michael Hough in having the constitution changed to allow CB Presidents to serve on the National Board and his support and that of RUSI NSW in agreeing to undertake the essential administration of RUSI-A.

Paul Irving expressed the Board's appreciation to Allan Dixon, Hon. Auditor, Mickey Michaelis, National Secretary, John Howells Minute Secretary and IT assistant, and David Leece for his work as advisor to the Board.

Meeting Closure

Meeting closed at 18:17h AEDT.

Signed

Paul Irving
President

John Howells
Minute Secretary

Attachments:

- A. Directors' Report for Period 24 October 2022 to 2 October 2023
- B. RUSI-A Proposed Budget FY 2023/24

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