



BOARD MINUTES

Thursday 29th October 2015 (Meeting #5)

Commencing 11:00 AEDST

[NSW, VIC, ACT, TAS, QLD - 11:00; SA – 10:30; NT – 9:30; WA – 8:00]

Distribution list: Nigel Andrew (President), Liz Tasker (VP - Member Communications), Angela Moles (VP - Student Affairs), Raghu Sathyamurthy (VP - Research), Jodie Lia (Secretary), Jason Cummings (Treasurer), Andrew Hayes (Director – Early Career Researchers), Don Driscoll (Director – Hot Topics), Euan Ritchie (Director – Research Chapters), Romina Rader (Director - Membership), Jodi Price (Director - ESA16), Kerry Bridle (Director - Tasmania), Nikki Zanardo (Ordinary Director), Matt McDowell (Ordinary Director), Ben Gooden (Bulletin Editor), Michael Bull (Austral Ecology – Chair, Editorial Board), Gary Luck (EMR – Chair, Editorial Board), Gail Spina (Executive Officer), Lyn McCormick (Finance Officer).

1.0 WELCOME AND APOLOGIES

1.1 Chairperson's Welcome and Introduction

1.2 Present and Apologies

Present: Nigel Andrew (President), Angela Moles (VP - Student Affairs), Jodie Lia (Secretary), Jason Cummings (Treasurer), Romina Rader (Director - Membership), Kerry Bridle (Director - Tasmania), Matt McDowell (Ordinary Director), Michael Bull (Austral Ecology – Chair, Editorial Board), Pep Turner (Book Editor).

Apologies: Liz Tasker (VP - Member Communications), Raghu Sathyamurthy (VP - Research), Ben Gooden (Bulletin Editor), Jodi Price (Director - ESA16), Nikki Zanardo (Ordinary Director), Gary Luck (EMR – Chair, Editorial Board), Gail Spina (Executive Officer), Lyn McCormick (Finance Officer).

Absent: Don Driscoll (Director – Hot Topics), Andrew Hayes (Director – Early Career Researchers), Euan Ritchie (Director – Research Chapters)

1.3 Minutes of Previous Board Meeting (August 2015) – for ratification*

MOTION: That the minutes of the previous Board Meeting be accepted as a true and correct record.

Moved: Angela Moles

Seconded: Kerry Bridle

All in favour: motion carried

1.4 Minutes of Previous Executive Meeting (September 2015) – for noting*

Noted.

1.5 Minutes of July 2015 Executive Meeting – for ratification*

MOTION: That the minutes of the July Executive Committee Meeting be accepted as a true and correct record.

Moved: Jason Cummings

Seconded: Angela Moles

All in favour: motion carried

2.0 ACTION ITEMS FROM PREVIOUS MEETINGS

2.1 Matters Arising from Previous Board & Executive Meetings

Action Item table attached (October post-meeting status).

3.0 REPORTS

3.1 Treasurer's Report – Jason Cummings

Jason explained that there had been some changes to EOFY figures as they were presented to the board in July. The EOFY report to the board in July was an \$8K loss for ESA, and after a re-evaluation of assets likely to be a positive result. However, a doubly accounted income item (\$10K impact) and a carry-forward pre-paid expense from last financial year of circa \$40K, reflected negatively on that result. With the revaluation of our assets (Perpetual Investments) and the recognition of the endowed lecture in our accounts, the draft audited EOFY result is circa \$8K profit.

The attached September financials which is showing a \$75K loss – normal for this time of year as we are leading up to the conference. Note pre-paid income item for the conference around \$80K to be accounted after the conference. For the Project Report Summaries to be added to the project level monthly reports, some budget reallocations are required so that they make more sense to the average reader.

To move forward on the wind up of the JLTF account and it for to be transferred to the ESA Public Fund, the transfer needs to be approved by the Board. Directors are also asked to sign and return the agreement accordingly.

MOTION: That the Jill Landsberg Trust Fund is approved for transfer as a separate project within the ESA Public Fund.

Moved: Jason Cummings

Seconded: Nigel Andrew

All in favour: motion carried

In 2014/2015 the Society received a donation to support the continued operation of the Barbara Rice Poster Session at the ESA Annual Conference. The donation received was \$90K with another \$90K pledged for this financial year. An MOU regarding that money has been signed. It is proposed to add the first \$90K to our Perpetual Managed investments as a sub-account. Following confirmation of the ability of Perpetual to keep that money as a sub-account, the board's endorsement is sought for the transaction.

MOTION: That the \$90K Barb Rice Fund donation is transferred into the ESA managed accounts with Perpetual.

Moved: Jason Cummings

Seconded: Nigel Andrew

All in favour: motion carried

Currently the signatories for the ESA accounts do not include Gail (Executive Officer) despite dealing with financial commitments on a regular basis and that it is an 'industry-standard' for Executive Officers to have signatory powers. Directors were reminded that all transactions through bank accounts require 'two-to-sign' as a protection against fraudulent activity. Jason suggested that Gail should be an additional signatory on the ESA banking and investment accounts to decrease inefficiencies in account management.

MOTION: That Gail Spina (ESA Executive Officer) is made a signatory to the ESA banking transaction and investment accounts.

Moved: Jason Cummings

Seconded: Nigel Andrew
All in favour: motion carried

3.2 Correspondence Report – Jodie Lia*

Noted.

3.3 Working Group Report – Nikki Zanardo/Jodie Lia

No formal report submitted but a verbal update provided to confer with the Board that the draft Terms of Reference would be circulated to those who are in a position of oversight with the working groups for review, prior to a group discussion at Planning Day.

3.4 Web Officer Report – Gail Spina*

September Web Report tabled and noted.

AGENDA ITEM #	ACTION ARISING	PERSON	DUE BY
Board_Oct_15_3.4.1	Circulate updated web analytics to Board.	Gail	ASAP

3.5 Membership Report – Lyn McCormick*

September Membership Report tabled and noted – current membership numbers are at 1274 which totals the annual membership number for the 2015 year.

3.6 Conference Report – Gail Spina

September Conference Report tabled and noted. Delegate numbers are 461 as at 28 September.

3.7 Ecosystem Science Council Report – Nigel Andrew

October Ecosystem Science Council Report has been tabled and noted along with their Annual Report.

4.0 GENERAL BUSINESS (Discussion and/or Voting)

4.1 Planning Day 2015 – Gail Spina

Planning Day draft agenda is being finalised and will be circulated to the Board shortly.

4.2 Winding up of Jill Landsberg Trust Fund – Gail Spina

As previously reported the JLTF in its current form is being wound up and transferred to the ESA tax deductible Public Fund to comply with current ATO legislation. For this to occur formally a Resolution of Directors form will need to be completed by all current Directors prior to the end of December. Although all Directors are listed on the one form, everyone can sign the form separately and email a copy to Gail.

4.3 ESA Conference Committee – Nigel Andrew

Nigel presented to Board a proposal to form a Conference Committee that would replace the drafted working group and fulfil a more strategic role in long term conference planning rather than replace the current role of the LOC. It will provide a more consistent approach to conferences across years for the Board, Kaigi and members. A subject for more substantial discussion at Planning Day.

5.0 OTHER BUSINESS (For Noting or Information Only)

5.1 ESA Email Access – Nigel Andrew

Nigel and Jodie reminded Directors that they must access their ESA email accounts regularly and/or have auto-forward on for their account to their regular work/private email.

5.2 ESA Working Closer with other Australian Research Societies – Nigel Andrew *

Nigel presented a spreadsheet compiling all the research societies in Australia with a view to contacting them all seeking opportunities for collaboration, particularly at conferences. If anyone has any others to add, please forward them to Nigel president@ecolsoc.org.au. For further discussion on the benefits of cross-societal arrangements at Planning Day.

5.3 Other Societies to Contact – Nigel Andrew

Discussed above at 5.2.

5.4 Special Meeting of the Board – Jodie Lia

A special meeting of the Board will be held on January 28th 2016 as a “come if you can” meeting as a chance to touch base between the Nov 27th 2015 Planning Day and the February 25th 2016 Board. More details will be circulated closer to the date.

6.0 LATE AGENDA ITEMS

Nil.

7.0 NEXT MEETING

Next Board Meeting – Planning Day – 29th November 2015.

Next Executive Meeting – Planning Day – 29th November 2015.

Meeting closed: 12:30PM AEDST