



EXECUTIVE COMMITTEE MINUTES
Meeting – Friday 12th July 2013 (Meeting #3)
Teleconference: commencing 11:00 AEST
 [NSW, VIC, ACT, TAS, QLD – 11:00; SA, NT – 10.30, WA – 9:00]
Phone no: 1800 333 803 (622507#)

Distribution List: Kris French (President), Nigel Andrew (President-elect, Treasurer), Brad Murray (Treasurer-elect), Angela Moles (VP-Student Affairs), Luke Collins (NSW Councillor), Jodie Lia (Secretary), Lyn McCormick (Finance Officer), Gail Spina (Executive Officer).

1.0 WELCOME AND APOLOGIES

- 1.1 Chairperson's Welcome and Introduction
- 1.2 Apologies: Brad Murray (Treasurer-elect), Angela Moles (VP-Student Affairs), Jodie Lia (Secretary)
Attendance: Kris French (President), Nigel Andrew (President-elect, Treasurer), Luke Collins (A/Secretary & NSW Councillor), Lyn McCormick (Finance Officer), Gail Spina (Executive Officer).
- 1.3 Minutes of Previous Executive Meeting (June 2013) – for ratification*
To be ratified at August Council due to absence of attending members
- 1.4 Minutes of Previous Council Meeting (June 2013) – for noting*

2.0 ACTION ITEMS FROM PREVIOUS MEETINGS

- 2.1 Matters Arising from Previous Council & Executive Meetings
The following action items are from the 2013 meetings only. Actions items from prior to this meeting will be distributed in an updated action table when it all becomes available.
Items completed will be highlighted as green; others in yellow are ongoing with comments indicated below. Person(s) responsible and due dates are indicated

Agenda Item #	Action arising	Person	By	Comments
Coun_Feb_13_4.1.6	Working group compositions circulated and edited ready for approval	Gail/Kris	August Council 2013	
Coun_Feb_13_4.2.2	Table showing membership benefits to students on website	Angela	October Council	Angela to provide Liz with copy of table for website.
Exec_Mar_13_2.1.1	Action table to be updated from November Exec Meeting and December Council Meeting.	Jodie	ASAP	Action delayed due to the delay of Nov/Dec minutes.

3.0 REPORTS

- 3.1 Finance Report – Lyn McCormick and Nigel Andrew*

Satisfactory final Conference final accounts have still not been received. Draft accounts indicate upwards of \$15000 loss plus loss of seed funds. Finalised accounts required for Lyn to reconcile final figures and report final position

Agenda Item #	Action arising	Person	By
Exec_Jul13_3.1.1	Contact ConLog to request urgent provision of final conference accounts	Gail	ASAP

4.0 GENERAL BUSINESS (Discussion and/or Voting)

4.1 Transition from Regional Councillors to Directors (with portfolio) – Kris French*

Kris presented a proposal to transition from the traditional Regional Councillor role based on geographic representation of members across Australia to a portfolio based role aimed at assigning Councillors responsibility for developing a strategic plan initiative or program. The aim is to recruit working group members from within the broader membership. Funds would be available to support these activities on an annual application process. Agreed a policy and process for application and delegation of funds needs to be developed to ensure equitable access to funds and to allow strategic prioritisation by Council. This will also require a minor constitutional change as well as a bylaw amendment.

Agenda Item #	Action arising	Person	By
Exec_Jul13_4.1.1	Kris to prepare background policy and process for funds allocation for Council discussion	Kris	August Council

5.0 ANY OTHER BUSINESS (For Noting or Information Only)

5.1 Wiley Blackwell Publishing Agreement

Mike Bull advised negotiations were underway with Wiley Blackwell to finalise the next publishing contract and requested feedback on any issues or comments. Suggested that provision of funds for an early career award or grant be canvassed as part of the contract as a mutually beneficial venture.

Agenda Item #	Action arising	Person	By
Exec_Jul13_5.1.1	Mike to canvas possibility of funding for an early career grant/award as part of contract negotiations.	Mike B	October Council

5.2 EcoTas13 MOU

Nigel advised that the MOU between NZES & ESA covering financial and administrative issues around joint hosting of EcoTas13 had now been finalised and signed by both parties.

5.3 INNGE

Andrew Hayes forwarded an invitation to ESA to become a formal member of INNGE. Membership is free and would give voting rights on the upcoming INTECOL board elections. Three representatives are required. Agreed to nominate Nigel Andrew, Andrew Hayes & a student representative, possibly Ben Gooden if agreeable.

Motion: That ESA accept the invitation to formally join INNGE

M. Nigel Andrew S. Luke Collins carried

Agenda Item #	Action arising	Person	By
Exec_Jul13_5.3.1	Gail to submit application form on behalf of ESA nominating representative as listed above	Gail	Before INTECOL

5.4 ESA Audit

Lyn advised the ESA audit was booked in for August 1st to ensure completed in time for AGM at EcoTas13.

5.5 JLTF update

Nigel, JLTF Trustee Dave Gillieson, and Gail met to discuss process for transitioning the JLTF to a Private Ancillary Fund as required by current Taxation law. The group is in the process of revising the Deed of Trust and updating the procedure manual and the final application will be held pending the ASIC decision on transitioning ESA to a Public Company.

6.0 NEXT MEETING

Next Executive Meeting – September 13th 2013.

Next Council Meeting – August 9th 2013.

Meeting closed 11.45am

* Papers related to this agenda item are attached, or were circulated via email prior to the meeting.