



MINUTES OF COMMITTEE MEETING

Wednesday 14 March 2012, 6.00pm

Cafe Brunelli - Rundle Street

1 Present

Carl Howard, Colin Hansen, Valeri Lenchine, Peter Heinze, Byron Martin,

2 Apologies

Darren Jurevicius, Peter Teague, Matthew Stead, Laura Brooks, Simon Moore, Jonathan Cooper

3 Previous Minutes

No corrections to the previous minutes were suggested.

4 Business Arising From Previous Minutes

- Electronic submission of membership applications was raised at the federal council meeting. Although some functionally currently exists, the method of accepting online credit card payments needs improving.
- Further discussions occurred at the federal councillors meeting on upgrading of the federal AAS web site. The president intends to write to each state division to ask for suggested improvements.

5 Chairman's Report

- The AAS Christmas party at the Red Ochre restaurant went very well. The food was delicious and everyone had a great time.

6 Treasurer's Report

- Treasurer Simon Moore was absent from the meeting.
- In summary, the SA Division has \$2,153.62 in the cheque account and \$78,191.64 in the cash investment account.
- Outstanding debts:
 - Simon would like to transfer \$10k from the CIA to the cheque account - we need to pay the Federal division \$8,118.23 (15% of profits from the 2009 conference).
 - \$550 for cheque 358 which has not been presented (1/2 airfare cost for honours student travel to Qld conference 2011) - written 9/12/11, can someone follow up with university as it was made out to the School of Mechanical Engineering
 - \$481.20 for the X-mas dinner (paid by Carl Howard) – CQH to send Simon the receipt.
- The SA Division has a Commonwealth Bank Account with approximately \$78k with no signatories on the account.



- Motion to committee to add the following people:
 - *Carl Howard,*
 - *Simon Moore, and*
 - *Darren Jurevicius*

as signatories to Commonwealth Bank 'Cash Investment Account' 06 5112 10190556

Voted in Favour	Voted Against
Carl Howard Laura Brooks (vote by Proxy) Simon Moore (vote by Proxy) Jonathan Cooper (vote by Proxy) Matthew Stead (vote by Proxy) Peter Teague (vote by Proxy) Darren Jurevicius (vote by Proxy) Peter Heinze Valeri Lenchine Byron Martin Colin Hansen	none

Motion was unanimously accepted.

- Motion to committee to add *Darren Jurevicius* to Commonwealth Bank 'Premium Business Cheque Account' 06 5112 10080939

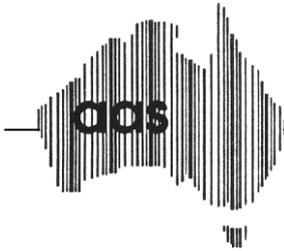
Voted in Favour	Voted Against
Carl Howard Laura Brooks (vote by Proxy) Simon Moore (vote by Proxy) Jonathan Cooper (vote by Proxy) Matthew Stead (vote by Proxy) Peter Teague (vote by Proxy) Darren Jurevicius (vote by Proxy) Peter Heinze Valeri Lenchine Byron Martin Colin Hansen	none

Motion was unanimously accepted.

- Motion to committee to add *Peter Heinze* to Commonwealth Bank 'Premium Business Cheque Account' 06 5112 10080939.
As Carl Howard will be stepping down as chairman and travelling overseas, it was considered important to have another signatory on the Cheque account.

Voted in Favour	Voted Against
Carl Howard Peter Heinze Valeri Lenchine Byron Martin Colin Hansen	none

Motion was accepted.



- Once the signatures on the Cash Investment Account have been approved by the CBA, Simon will transfer \$10k from the Cash Investment Account to the Premium Business Cheque Account. This is to pay the Federal Division \$8,118.23 for 15% of the profit from the 2009 conference.

7 Secretary's Report

- Secretary Darren Jurevicius was absent from the meeting. Provided report via email.
- Pro-forma Divisional reporting form was supplied from the federal council.
- 15/3/2011 – Jason Gaekwad made an enquiry regarding the membership form location to join the SA division as a graduate member.
- 24/3/2011 – Richard advised of the resignation list....only 2 from SA, namely Tim Randall and Kim Boon.
- The committee decided that we would scan and dispose of the paper based archival AAS records.
- 13/5/2011 - One application was received for AAS financial sponsorship for the UoA MagLev Project.
- 25/5/2011 – Carl advised the MagLev Group that they were successful in receiving funding for their requested amount (approx \$850).
- 19/7/2011 – Richard advised that MD Ayub was successful in obtaining student membership.
- 2/2/2012 - Richard Booker advised that all divisions should use a standard format for divisional reports. A word template was provided.
- Heath Miller (Aurecon) has been chasing the status of his membership level change since 19/8/2011 with the Richard. I was made aware of this issue 23/2/2012. Heath's membership level change has still not been resolved according to my records? This has fallen through the cracks.
- 2/2/2012 - Richard advised that Divisional Committees are to notify the Webmaster when Technical meetings are to be held so that these can be posted under Divisional notices. There is also the facility to post presentations made at Technical meetings in various formats (Powerpoint, Audio or both etc.) on the website for access by interstate members on a time limited basis eg. 2 months. Available in Members only area. For details contact the Webmaster : Terrance McMinn (t.mcminn@curtin.edu.au).
- Divisional Secretaries are encouraged to use the Divisional mailing lists on the website to contact their members to avoid duplication. It was noted that the SA Division has a wider circulation list that encompasses non-members and has maintained its own mailing list. If members change their email address they can update their address on the SA mailing list or notify the secretary, registrar, or chairman.

8 Registrar's Report (Membership)

- Registrar (Matthew Stead) was absent from the meeting. Registrar provided report via email.
- Heath Miller applied to transfer from 'Graduate' to 'Member' grading. His application was held up in processing and with General Secretary at the moment.
- Maruf Morshed – requires application to be signed by proposer / seconder.
- The federal web site (<http://acoustics.asn.au/joomla/membership.html>) should be updated to reflect current membership application fee. The web site currently shows fees for 2009/2010 financial year.
- Web site to be updated with contact details of registrar for SA.
- The federal general secretary advised of 9 SA members in arrears.
 - Some members will be contacted to update their email addresses.
 - Some members will be removed from the membership list.
 - A motion was put forward to make Maxwell Bull an honorary member. Max was one of the founding members of the SA division.



9 Federal Councillor's Report

- The federal division reviewed a proposal by the SA Division to waive the yearly fee for students. This proposal was accepted. Students wishing to apply for membership will still have to pay a \$25 'application' fee, but the annual membership fee is waived.
- Graduate members will still need to pay annual fees.
- The next issue of Acoustics Australia is a special edition on wind farm noise.
- The federal council received a proposal to hold a joint conference with the AAS and the New Zealand Acoustical Society in 2016 in a location to be determined.
- The NSW division have proposed to the SA Division to swap their turn for holding the annual conference so that SA would host the annual conference in 2013. Peter Heinze will contact people to enquire if they are willing to organise and chair the conference. Peter Heinze will also contact the NZAS to see if they would consider having the joint AAS+NZAS conference in 2013.

10 Technical Meetings for 2012

- Ideas for tech talks discussed, and included:
 - Peter Teague offered to give a talk prior to his move to Queensland next year.
 - Ivailo Dimitrov from Vipac will give a talk.
 - Stephanie Bolt of Adelaide Airport Limited.
 - Carl Howard can give a talk later in the year.

11 Other Business

- Peter Teague advises that he will be leaving the state and the SA Division committee later in the year.
- Carl Howard advises that he will be travelling overseas for a year and advises that he intends to step down as chairman and the committee in August / September 2012. Nominations for SA Division chairman are invited.
- Byron Martin will be moving interstate in June and will be resigning from the committee.
- It was proposed to hold a special AAS dinner in honour of Byron and Peter Teague for their contributions to the AAS and the committee.

12 Date of Next Meeting

- Next meeting date TBC, after Easter 2012.

Meeting closed 7:20 pm.