Information Technology Professionals Association Inc
Minutes of the Annual General Meeting
held at Google,
Corroboree Tech Talk, Level 5, 48 Pirrama Road, Pyrmont
on Wednesday, 13 December 2017

COMMENCED: Meeting commenced at 7.08pm

PRESENT: Robert Hudson, Mike Ciavarella, Philip Saunders, Mark Suter, Mark Newton, Paul McInerney, Mike Wright, James Sainsbury, John Krebs

Karl Goetz, Aaron Were, Michael Knox, Nicholas Weekley (remotely)

APOLOGIES: Nil

IN ATTENDANCE: S. Philp (Secretariat)

WELCOME: Robert Hudson welcomed everyone to the meeting.

PRESIDENT'S REPORT: Robert Hudson presented his President's Report.

Robert thanked our sponsors, IT Masters, Symantec, Zettagrid and CQR. Thanks was also given to Google, who are hosting the AGM.

ITPA – A Year in Review
ITPA formed in September 2016 out of the "ashes" of SAGE-AU.
- Focus on all IT Professionals, not just SysAdmins
- Change in membership model
    - New "associate" tier, zero cost
    - New "CPM' membership tier to recognise continued professional development
- Drive to grow recognition of the organisation in the market.
    - We are now in monthly contact with 17,000+ IT Professionals (from a historical aggregate total of 5,000 which is a significant improvement).

What have we done well?
- Direct contact with 15,000+ IT Professionals in Australia and abroad.
- Engagement with media – averaging one press release per month on topical subjects.
    - Media now starting to come to us to ask our opinion on topics!
- Engagement with other NFPs and organisations
    - Sponsored linux.conf.au in 2017, sponsoring again in 2018.
    - Founding member of the Beyond 2020 Alliance
- Introduction of "CPM" program to track continued professional development of our members.

What haven't we done so well?

- Membership engagement – we still struggle to find/attract volunteers (either on the board or to run specific projects/tasks).
- Members services are still not complete
  - Work is ongoing to fix and improve some services and to bring some services online (MFA) or automate the provision of the service (IPv6)
  - Some services shut down (Chapter Meetings/Meetups largely not occurring).
- Converted new associate members to financial members
  - 17,000+ associate members, financial membership numbers largely stagnant since we moved from SAGE-AU.

Other things that have happened

- Shut down of SAGE-AU as a legal entity is almost complete.
  - All financial assets of SAGE-AU have been transferred to ITPA, some intellectual assets outstanding.
- Defence of the SAGE-AU trademark. We still use the SAGE-AU trademark on some online services (the SAGE-AU member site, for instance, which is still used to provision some services, and many members till carry SAGE-AU keyrings or other items with the SAGE-AU mark. Significant time and a not-insignificant amount of money (~$5K) has been spent on this.
  - We have offered to co-exist under certain terms. Deadline for response is 15th December.

What does the future hold?

- We are working hard to ensure all promised member services are fully available and delivery of them is optimised – reduces administrative overhead (and cost of service provision).
- Increase our profile and recognition across all fields of IT.
  - Aiming for a 30% increase in CY2018
- With a new board, new ideas on what services we can offer to make financial membership more compelling.
  - Drive for 15% increase in financial members in CY2018.

Motion to adopt the President's Report as presented was moved by Mike Ciavarella, seconded by John Krebs. Motion Carried.

TREASURER'S REPORT: Robert Hudson presented the Financial Report.

Robert thanked our sponsors, IT Masters, Symantec, Zettagrid and CQR. Robert also thanked the Sharon Philp, the ITPA back offiice support.

Detailed Financial Reports

- Financial Reports will be published for all members to view on the ITPA website.
- Mainly our sponsorship money is spent on marketing.

Financial Summary

- ITPA is currently financially stable – ITPA Board Members have signed a solvency statement to ASIC to this effect.
- Financial Sponsorship equates to 57% of all ITPA income

> > o   This needs to be adjusted – a real focus on FY18 on increasing membership income.
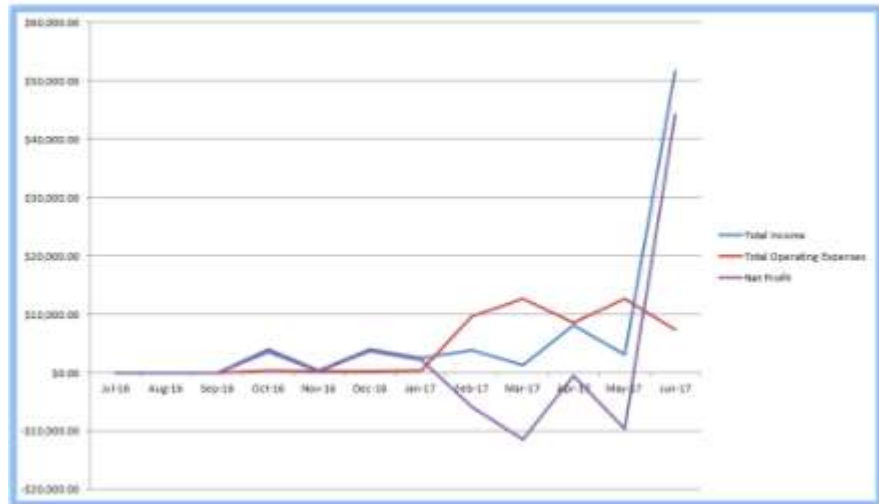> - Other income streams are being investigated.

Financial Summary (~9 months)

- $79,410 Net Income (57% sponsorship, 43% membership fees)
- $49,585 Operating Expenses
- $29,854 Net Surplus

Where do we spend our money?

- $40,000pa on newsletters and press releases
- $30,000pa on back office costs
- $4,500 on hosting of services (Discourse/forums, AWS, MailGun, MailChimp)

Profit & Loss

The peak in operating expenses is attributed to the registration of the new trademark and closing down SAGE-AU.

Mike Ciavarella: Are there any tax implications to in-kind sponsorship? Robert Hudson: No, as they are not issuing an invoice; it's a donation of services. Robert to confirm. We are wanting to register as a charitable organisation. A PDF will be published on the website.

Motion to move the Treasury Report as presented was moved by Mike Ciavarella, seconded by Philip Saunders. Motion Carried.

SECRETARY'S REPORT: Mike Ciavarella presented his Secretary's Report.

Mike thanked our sponsors, IT Masters, Symantec, Zettagrid and CQR. Mike also thanked the Sharon Philp, the ITPA back office support.

Disclosure: Mike has worked with IT Masters in a paid capacity in the last 12 months.

Administration: Office

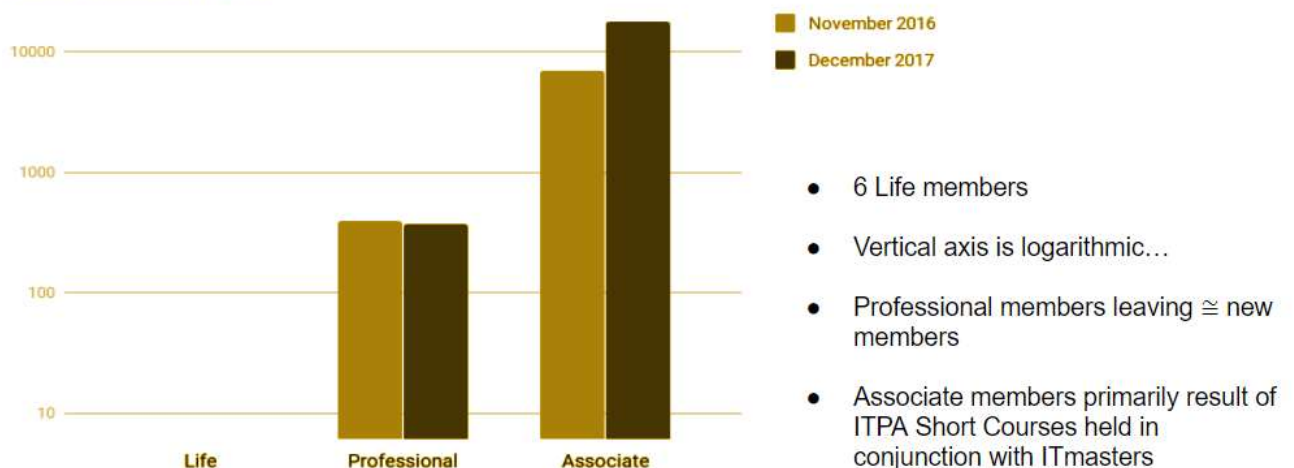- Day to Day office management/admin by Secretariat (Sharon Philp)

- o Sharon previously worked with SAGE-AU
- o Typically ~8 hours per week, adjusted as required.
- o If you would like to raise items informally or anonymously, Sharon can also act as an intermediary to the Board.

Administration: Systems

- ITPA systems managed by a team which includes Board members, volunteers and other service providers.
- More help would be welcome here BUT:
  - o There is a learning curve for some systems (up-front investment)
  - o There is a productivity/management curve; allow 1-2 hours a week minimum commitment. *We understand that the real-world exists and that availability can fluctuate. Being able to budget time is important.*
  - o You will need to sign an NDA with ITPA

Membership

Membership by type

- 6 Life members
- Vertical axis is logarithmic…
- Professional members leaving $\cong$ new members
- Associate members primarily result of ITPA Short Courses held in conjunction with ITmasters

- The above chart represents 17,500 Associate members, mainly from the short course hosted by IT Masters and run in conjunction with ITPA.
- If any of our member would like to present a short course, please feel free to contact us. You will be recognised as a CPM member as a lecturer.
- Mike Wright: Where are the new members coming from? Statistics are unavailable to present at this meeting. Sharon will investigate
- John Krebs: How long have our members been an Associate member for before signing on as a professional member? Statistics are unavailable to present at this meeting. Sharon to investigate.
- If any members have any ideas, or are able to assist the Board, to better understand the membership database to be able to deliver improved membership services, please contact us.

Other Activities

- Regional Meetings
  - A big thank you to Alastair Irvine for his work with WA meetings.
  - If anyone would like to run a chapter meeting in another state, please let us know.

- Seeking mentorship volunteers:
  - Are you an experienced professional or Senior ITPA member willing to mentor less-experienced members, please contact Mike Ciavarella or the Board.

- We welcome suggestions for other ideas to progress the Association.

Motion to adopt the Secretary's Report as presented was moved by Robert Hudson, seconded by John Krebs. Motion Carried.

ELECTION OF BOARD MEMBERS:

ELECTION OF NOMINATED BOARD POSITIONS FOR A ONE YEAR TERM

Philip Saunders presented the following:

For the (8) positions vacated, there were seven (7) nominations received and accepted for positions on the ITPA Board. As this number of nominations meets the criteria for forming the Board under Clause 79 of the ITPA Constitution, there is no requirement to hold an election for these positions. Congratulations to the following members for their election as ITPA Board of Directors for the 2017-18 period.

- Robert Hudson. Unopposed and duly elected.
- Michael Ciavarella. Unopposed and duly elected.
- James Hale. Unopposed and duly elected.
- Paul McInerney. Unopposed and duly elected.
- Karl Goetz. Unopposed and duly elected.
- Sion "Sean" Hankin-Bates. Unopposed and duly elected.
- James Andrewartha. Unopposed and duly elected.

Philip Saunders explained that when a person nominates to be elected on the ITPA board, they are not nominating for a particular position but instead nominating for a seat on the board.

At the first meeting of the new Board, Board members will elect Director positions from amongst their number as per Clause 83 of the ITPA Constitution.

RETURNING OFFICER

There was only one (1) nomination for the position of ITPA Returning Officer. As the nomination meets the criteria, there is no requirement to hold an election for this position. Congratulations to Philip Saunders for his election for the 2017-18 period.

**ASSSISTANT
RETURNING OFFICER**   No nominations were received for this position.

Philip Saunders asked for nominations from the floor.

As there were no nominations, the position will remain vacant.

GENERAL BUSINESS: Robert Hudson thanked Martin Hale for his time whilst serving on the Board, in particular, the Support from IT Masters and his marketing efforts whilst getting the new brand out there; the Board are very grateful for his assistance.

Robert Hudson also advised that this was the first year that ITPA have held nominations electronically.

As there was no further business the meeting closed at 7.53pm.

Confirmed as a correct record

Chairman………………………………

Date…………………………………….