Queensland Local Network

Annual General Meeting, 4th November 2021, 12.30 pm.

Minutes of Meeting

The Annual General Meeting of the IET Queensland Local Network was held at Ryan’s Private Dining Hall, Treasury Hotel, in Brisbane.

Attendees and Apologies
There were 22 members attending and nine apologies received. Refer to attachment 1 for details.

Opening and Welcome
Local Network Chairman Ljubo Vlacic welcomed members and acknowledged the traditional owners of the land the venue stands on.

Guest Speaker
Clive Tudge CEng MIET CESP gave a key-note speech about Systems Engineering entitled “Built the Wrong Thing! Me, never!”

The AGM formalities commenced after the key-note speech at approximately 1:45pm.

Minutes of the previous AGM
The minutes of the 2020 AGM were uploaded to the Qld community website (www.theiet.org/queensland) and an email containing a link was sent to all Qld members on 5th January 2021. Paper copies were made available for inspection at the 2021 AGM.

Ljubo Vlacic moved that these minutes be taken as read and confirmed.
Seconded by Paul Bly.
No objection by the members present.

Matters presented by the Chair
List of the 2021 Committee Members and their roles.

2021 Event Highlights:
- Celebrated IET@150
- Content developed for the IET Qld History website (as part of IET@150)
- Five committee meetings, all held virtually.
- The IET/EA Annual Informatics Lecture 17th March 2021 held as a hybrid (in-person and virtual) event
- A Qld student presentation competition final was held in conjunction with EA
- IET Student Prizes were awarded at five Queensland universities
- eDinner (formerly known as Electrical Friendship Dinner) was postponed to June 2022
- The IET/EA Annual Electrical Manufacturing Lecture was held 2nd November 2021 as a hybrid event, including a site visit
- QUT On-Campus Student Mentorship Hackathon
• QUT On-Campus Engineering Students Trivia Night, jointly with Women in Technology Society (WIT) Group

The Chair explained that Committee has not been permitted to establish direct email communication with LN Members but communicate with them via Adestra platform only due to GDPR Regulations. This is an impediment as it limits the ability to rapidly communicate with members.

The AGM marked “the IET@150” by
• Viewing
  o “Re-brand video, 1080p25_v29(Subtitles).mp4” video and
  o “2020-07-06_Archives_Montage Video1080p_v6.mp4” video
• Viewing a narrative on the IET Qld History published at https://spark.adobe.com/page/Qu5Z4Z1r35RZq/
• Presenting the “IET 150” pin to each AGM participants (obtained from the Hong Kong Office).

**Financial Report**
Honorary Treasurer Craig Johnston presented the draft 2021 accounts for the IET Queensland Local Network and for IET Qld Friends. Refer Attachment 2 for details.

Other financial matters presented:
• Banking moved from Suncorp to Commonwealth Bank.
• Auditing Arrangements for 2021 accounts – proposing to use professional accountant as it is difficult to engage two volunteer member-auditors.
• "Friends of IET" funds not used in 2021, negligible interest earned due to low interest rates.

**Member Communication Portfolio**
Jonathan Khor reported on following:
• Communication with Members
• The IET Queensland Website: www.theiet.org/queensland
• IET Events published via Adestra broadcast email platform (email addresses not accessible to committee)
• IET membership update - this table was provided by the Hong Kong Office
**PATW and IET Student Prize portfolio**
Mark Blundell reported on Present Around the World (PATW) and the IET Student Prize portfolio. IET Student Prize 2021 competition results as follows:
- Winner Russell Withers from JCU
- Runner up Keiran Reitano USQ who presented remotely
- Also competing were Someyeh Hussaini QUT and Macaulay Renaud CQU

Refer attachment 4 for details.

**Secretary’s Report**
Lincoln Perera reported on Hon Secretary’s portfolio and stressed the key challenges with organising and obtaining approval (from UK) to hold in-person meetings, given varying pandemic conditions around the world. Refer attachment 4 for details.

**IET QLD Young Professionals and Students**
Ljubo advised that the On-campus student representative Nina was unable to attend the AGM. Ljubo provided the audience with an overview of the role played by the On-Campus (QUT) Activities. Refer attachment 4 for details.

**Election of Officers 2022**
Those present agreed to the following election of officers for 2022:

- **Chair:** Craig Johnston
- **Deputy Chair:** position vacant
- **Honorary Treasurer:** Ljubo Vlacic
- **Honorary Secretary:** Lincoln Perera
- **Deputy Treasurer:** Brian Dunn
- **Deputy Secretary:** Allan Riesz
- **Chair QLD PATW Portfolio:** Mark Blundell
- **The IET Student Prizes:** Mark Blundell
- **Member Communications, YP Mentor:** Jonathan Khor
- **Young Professionals Representative:** position vacant
- **QUT Campus Student Coordinator:** position vacant

Some contact details are available in Attachment 3.

**Call for volunteers**
The IET Qld LN Committee is seeking ongoing nominations for:
- Deputy Chair
- General Committee Members for 2022
- Young Professionals Liaison

**2022 Plan**
Refer to slides in Attachment 4 for details.
Committee Meeting tentative dates:

- 17 February
- 7 April
- 9 June
- 8 September
- 24 November

Any other business
Chair encouraged audience to raise questions, and/or point out any matter they wish to be addressed by the Committee.

Email: Queensland@ietvolunteer.org   Website: www.theiet.org/queensland

A suggestion was received from one of the attendees regarding the impediments with member communication. The member leads local divisions of similar organisations also affected by GDPR regulations. He advised that the head offices of their organisation asked local members for their agreement to disclose their email address to the local committee; and the members granted such an agreement. Thanks to that, their local committee has been allowed to directly communicate with members. It was suggested that the IET Qld LN Committee should request something similar from the IET Head Office.

Closure
The Chairman closed the meeting formalities at 2:50 pm, thanking all for their attendance and wishing everyone a merry covid safe Christmas and a safe passage through the festive season.
## Attachment 1 – Attendees and Apologies

<table>
<thead>
<tr>
<th>Members</th>
<th>Apologies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ljubo Vlacic</td>
<td>John Billingsley</td>
</tr>
<tr>
<td>Craig Johnston</td>
<td>Graham Boulter</td>
</tr>
<tr>
<td>Lincoln Perera</td>
<td>Jun Kudo</td>
</tr>
<tr>
<td>Jonathan Khor</td>
<td>David Linsley</td>
</tr>
<tr>
<td>Clive Tudge</td>
<td>Robert Martinez</td>
</tr>
<tr>
<td>Brian Dunn</td>
<td>Col Morwood</td>
</tr>
<tr>
<td>Lloyd Davis</td>
<td>Andrew Suttle</td>
</tr>
<tr>
<td>Allan Reisz</td>
<td>Neil Scales</td>
</tr>
<tr>
<td>Hitesh Patel</td>
<td>Nina Tchitaev</td>
</tr>
<tr>
<td>Mark Blundell</td>
<td></td>
</tr>
<tr>
<td>Max Michael</td>
<td></td>
</tr>
<tr>
<td>Dave Allan</td>
<td></td>
</tr>
<tr>
<td>Terry Cline</td>
<td></td>
</tr>
<tr>
<td>Crispin Cannon</td>
<td></td>
</tr>
<tr>
<td>Ina Asmussen</td>
<td></td>
</tr>
<tr>
<td>Paul Bly</td>
<td></td>
</tr>
<tr>
<td>Robert Braid</td>
<td></td>
</tr>
<tr>
<td>Ian Nicholson</td>
<td></td>
</tr>
<tr>
<td>David Vaughan</td>
<td></td>
</tr>
<tr>
<td>Frank Grigg</td>
<td></td>
</tr>
<tr>
<td>Dr. Midhat Abdel-Magied</td>
<td></td>
</tr>
<tr>
<td>Bipin Mistry</td>
<td></td>
</tr>
</tbody>
</table>
Attachment 2 – Treasurer’s Report

2020 Audited Accounts (tabled) & thank you to volunteer auditors Peter Vaissiere and Ina Asmussen
2021 Financial summary & 2022 Budget request

<table>
<thead>
<tr>
<th>IET QLD LN Account</th>
<th>Budget 2021</th>
<th>Actual 2021 4/11/21 estimate to year end</th>
<th>Budget 2022 Request (Note 1)</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Primary Funding Grant (IET AP CC)</td>
<td>$ 16,250</td>
<td>$ 8,125</td>
<td>$ 21,408</td>
<td></td>
</tr>
<tr>
<td>Other Receipts (AGM + Interest)</td>
<td>$ -</td>
<td>$ 421</td>
<td>$ -</td>
<td></td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>$ 16,250</td>
<td>$ 8,546</td>
<td>$ 21,408</td>
<td></td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Activities</td>
<td>$ 11,200</td>
<td>$ 4,160</td>
<td>$ 14,310</td>
<td>2</td>
</tr>
<tr>
<td>Public Relations</td>
<td>$ 100</td>
<td>$ 245</td>
<td>$ -</td>
<td>3</td>
</tr>
<tr>
<td>Administrative Expenditure</td>
<td>$ 750</td>
<td>$ 61</td>
<td>$ 1,050</td>
<td>4</td>
</tr>
<tr>
<td>Prizes and PATW Travel Subsidy/Grants</td>
<td>$ 3,900</td>
<td>$ 3,900</td>
<td>$ 6,048</td>
<td></td>
</tr>
<tr>
<td>2021 Additional budget grant (unallocated)</td>
<td>$ 300</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$ 16,250</td>
<td>$ 8,366</td>
<td>$ 21,408</td>
<td></td>
</tr>
</tbody>
</table>

**Notes**
1. 2022 Budget not yet advised by Asia Pacific Community Volunteer Committee
2. Including refreshments, venues and group transportation
3. Website develop & host for IET on-campus at QUT group
4. 2022 Budget includes for professional auditors fee
5. 2021 figure is estimate only

**Cash Position**
- Bank Balance 31 Dec 2021 (projected) | $ 15,255
- Bank Balance 31 Dec 2020 | $ 14,959

**Prizes and Grants Awarded - breakdown (travel subsidy's for 2021 are estimates/maximuns only)**

- Griffith University IET Prize - Dominique MacDonald 2021 | 350 | 500
- QUT IET Prize - Lachlan Kuhr 2021 | 350 | 500
- UQ IET Prize - Jianjing Chen 2021 | 350 | 500
- USQ IET Prize - Christopher Arnold 2021 | 350 | 500
- JCU IET Prize - Ben Walters 2021 | 350 | 500
- CQU IET Prize - William Howard 2021 | 350 | 500
- USC IET Prize - future | 500 |
- PATW / Student Presentation Competition Prizes (1st, 2nd, 2x finalists) | 600 | 748
- Travel subsidy for Rockhampton/Gladstone Student to Student Presenta | 200 | 800
- Travel subsidy for Townsville Student to Student Presentation Competi | 1000 | 1000

**Total** | $ 3,900 | $ 6,048
Attachment 3 – The 2021 Queensland Local Network Committee Members

- Craig Johnston (Chair) craig.johnston@ietvolunteer.org 0430 507 201
- Deputy Chair - Vacant
- Ljubo Vlacic (Hon. Treasurer) l.vlacic@griffith.edu.au 0417 533 501
- Lincoln Perera (Hon. Secretary) Lincolnperera@gmail.com 0417 481 569
- Allan Riesz (Deputy Secretary)
- Brian Dunn (Deputy Treasurer)
- Mark Riesz (PATW & Student Prizes)
- Jonathan Khor (Qld LN Web Portal, YP Mentor)
- YP Coordinator – Vacant
- QUT Campus Student Coordinator - Vacant

Attachment 4: AGM Slide pack

The 2021 AGM slide pack will be separately uploaded as a .pdf to www.theiet.org/queensland

Attachment 5: Links to the Videos

IET brand video

IET Archives Video