

**MINUTES OF THE 17TH ANNUAL GENERAL MEETING
OF THE BUILDING DESIGNERS ASSOCIATION OF VICTORIA
HELD ON THURSDAY, 7 OCTOBER 1999
AT THE DOWNTOWNER, CNR LYGON & QUEENSBERRY STREETS, CARLTON**

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**CHAIRMAN:** Sean Hamilton, BDAV President

**ATTENDANCE:**

71 Members, as per Attendance Register  
Brian Morison, Assignments Australasia P/L  
Giselle Grynbaum, Assignments Australasia P/L  
Russell Brandon, BDAA Sponsorship Director  
Apologies: 9, as per Apologies Register

**1. OPENING**

In declaring the meeting open at 6.15 pm, the Chairman welcomed all in attendance, especially sponsors' representatives who were present at the meeting. He particularly welcomed Fellows of the Association who were present.

**2. MINUTES OF PREVIOUS MEETING**

The Minutes of the previous Annual General Meeting, held on 29 October 1998, having been circulated to members, were confirmed as an accurate record of the proceedings of that meeting.

Moved: Kevin Slater  
Seconded: Bruce Pittard

**3. PRESIDENT'S REPORT**

The President, Mr Sean Hamilton, presented his report, observing that the BDAV had become a friendly Association, with continued support from the membership, and continued membership growth. The BDAV has progressed considerably over the past 12 months, largely as a result of the commitment of numerous people involved in the BDAV's Committee structure. He reported that the BDAV's sub-committees have continued their important work in activities such as the annual Awards event, sponsorship, etc.

He reported that one of the major advances of the BDAV has been its Professional Development program, which in the past year had covered a number of informative topics, including Copyright, CAD tools, Debt Collection, and GST. He also observed that the BDAV has continued to achieve recognition within Government circles, which is reflected in the Association's representation on a number of Government regulatory bodies and committees.

He expressed his appreciation for the support of the previous Executive Committee. He also expressed the view that new members on the Executive Committee will bring a new level of enthusiasm to the Association. He particularly thanked the BDAV's CEO: Brian Morison and Giselle Grynbaum for their support and assistance. He also thanked Robert McLauchlan for his continued representation at the national level, as BDAA Director representing the BDAV.

In stepping down as President, he thanked all Members for their support, observing it had been a privilege and an honour to serve the membership in the capacity of President for the past two years.

On behalf of the membership, Mr Tony Iseppi moved a vote of thanks to Mr Hamilton for his achievements and tireless efforts as President during the previous two years.

**4. TREASURER'S REPORT**

The Treasurer, Mr Peter Earnshaw, presented the Treasurer's annual report, reporting on the Association's secure financial position. The Treasurer noted that all expenditure items had been kept in accordance with budget, and that a number of initiatives introduced during the previous year had not diminished the BDAV's financial stability.

He also reported that subscriptions continued to be the Association's major source of income, and noted that the late-payment penalty imposed by the Association had resulted in prompt remittance of subscriptions by the majority of members. Only 20 members had been terminated from membership for non-renewal of subscriptions, being 7% of the Association's membership. Such non-renewals were not reflections of dissatisfaction with the services offered by the BDAV, but people leaving the industry or retiring.

He reported that a budget had been drafted for the coming year, and offered the financial report for the perusal of any interested member.

**5. NATIONAL CONFERENCE**

Mr Russell Brandon, the BDAA's Sponsorship Director, addressed the meeting, advising that the first national conference was some two weeks away. The event offered an excellent networking opportunity for members as well as the opportunity to hear some outstanding speakers. He outlined the program for the event, as well as some of the social activities associated with the event. He reported that he would like to see 50 more Victorians register for the event, and if this occurred all attendees at the AGM would be put in a prize draw, with the prize being an overnight stay at the conference venue, the Eden on the Park.

**6. MEMBERSHIP ASSESSMENT COMMITTEE REPORT**

Mr Tony Iseppi, Chairman of the Membership Assessment Committee, presented the Membership Assessment Committee report, noting that the BDAV currently had 276 members on its books, largely as a result of two membership recruitment campaigns carried out during the past year. He extended thanks to all the members who had assisted with membership assessments during the past year.

**7. CONVENOR, INDUSTRY SERVICES**

Mr Geoff Hoare presented his report, covering

- Government Liaison;
- Professional Development; and
- Industry Liaison

activities undertaken by the BDAV during the past 12 months. He expressed thanks to Mr Alex Roncari for his representation on the Government's Technical Reference Group & Industry Panel. Mr Roncari had been unable to attend the AGM, but a report prepared by him was distributed to all present at the AGM.

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Mr Hoare then outlined the Professional Development activities which had been delivered during the year, and also noted the work being done by the BDAV's Specification Review SubCommittee. He also reported that Mr Tony Iseppi was investigating a mentoring scheme to assist young people entering the building design profession. Details of this scheme will be circulated to all members when finalised.

#### **8. CONVENOR, MARKETING SERVICES**

Mr Nicholas Dalabiras reported on the activities of the Sponsorship Committee, which hopefully will result in generating further funds for the Association.

#### **9. CONVENOR, MEMBERSHIP SERVICES**

Mr David Terry, Chairman of the BDAV's Awards Committee, reported on the successful Building Design Awards event held in 1999, and congratulated all the winners. He particularly commented on the high standard of entries from students in the Student Category, and thanked Mr Ray Watts for preparing an excellent brief for the Student Category. He observed that, financially, the event had not been as successful as the BDAV would have liked. This was largely attributed to the fact that the BDAV had been required to comply with national sponsorship arrangements entered into by the BDAA, for which the BDAV had not been financially compensated. This aspect was being addressed by the BDAA for next year.

He thanked the sponsors of the Awards, as well as the Awards Committee, and the Event Manager, Giselle Grynbaum, for organising another successful event.

He encouraged as many members as possible to enter the Awards event in the future, as it offered numerous marketing opportunities and benefits.

#### **10. BDAA UPDATE**

In his capacity as Director of the BDAA, Mr Robert McLauchlan presented an overview of the national body's activities over the past 12 months, noting particularly the recent appointment of a new national CEO, Mr Barrie Wright. He reported that the BDAA was now represented in all States and Territories of Australia. He also reported on other activities of the national office, including the National Competency Standards, the review of the Architects Act, the establishment of the BDAA's website, and the continued promotion of the relevance of the building design movement throughout Australia. He thanked the Executive Committee, especially Sean Hamilton for their support of his activities at the national level.

At the conclusion of his report, the Chairman expressed thanks to Mr McLauchlan for his excellent representation of Victoria at the national level, observing that Mr McLauchlan had continued to maintain the respect of his peers at the national level, and was an excellent ambassador of Victoria at this forum.

#### **11. BUILDING PRACTITIONERS BOARD REPORT**

Mr Frank Masten reported on his activities in his capacity as Draftsperson Representative on the Building Practitioners Board, which he had found both challenging, yet rewarding.

#### **12. PUBLIC OFFICER**

The Chairman reported that Mr Ronald Pickford had indicated his desire to relinquish the role of Public Officer of the BDAV, therefore Mr Peter Earnshaw had been nominated to take over this position. Such nomination was approved by the meeting.

Moved: Tony Iseppi  
Seconded: Geoff Hoare  
Outcome: Carried

#### **13. ELECTION OF OFFICE BEARERS**

The Chairman declared that all positions were vacant for the BDAV's Office Bearers for the ensuing 12 months, and requested the Executive Officer to conduct the elections. The Executive Officer then announced that written nominations had been received for the following positions:

**President:** Tony Iseppi  
**Deputy President:** Geoff Hoare  
**Treasurer:** Peter Earnshaw  
**Committee Members:** Darren Evans  
Roy Hodgson  
Paul Simmons

He reported that the number of nominations did not exceed the number of positions offered, therefore no election was required. Accordingly, the above people, together with the Immediate Past President, Mr Sean Hamilton, were duly elected as the BDAV's Executive Committee for the forthcoming 12 months.

#### **14. BUSINESS WITHOUT NOTICE**

14.1 Mr Mike Mettes queried the fact that there appeared to be a number of variations of the BDA logo between the various State Divisions. Mr Rob McLauchlan reported that there were moves by the BDAA to standardise the BDA logo.

14.2 Mr Sean Hamilton reported on the need for members to protect their registration number against unauthorised use, and reported that this matter had been drawn to the attention of the Building Practitioners Board.

#### **15. FEATURE SEGMENT**

Mr Geoff Hoare presented a workshop on building design fees, detailing the findings of the recent Project Fee survey conducted by the BDAV. He observed the need for members to charge fees commensurate with the level of service being provided to their clients. At the conclusion of his workshop, the Chairman thanked Mr Hoare for his excellent presentation, and for all his work in this important area.

#### **16. CLOSE OF FORMALITIES**

The Chairman declared the meeting closed at 8.15 pm, and invited members to partake of refreshments.