

ICF Australasia President, Tony Draper welcomed everyone to the 2019 Annual General Meeting (AGM) and declared the meeting open at 12.00 pm AEST (Sydney time).

1. Attendance, appointment of proxies and apologies

Madeleine Shaw & Brenda Brown

In attendance:

Tony Draper, MCC – Qld
Maria Newport, PCC – NSW
Madeleine Shaw, ACC – NSW
Melinda Horton, ACC – Qld
Tony di Trapani, Qld
Meijing He, NZ Northern
Alyson Garrido, PCC – NZ Central
Slaven Drinovac, PCC – Qld
Tim Sprague - NSW
Lucy Bossard - Qld
Sylvia Bellamy, PCC – Qld

Zsofia Juhasz, PCC – Qld
Brett Walker, ACC – NZ Central
Ann Wright, PCC – Vic
Arlene Quinn, PCC – WA
Davia McMillan, PCC, Vic

Fiona Toy ICF Global, Guest (until 1 pm)
Brenda Brown Administration Management
Services, Guest

Appointment of Proxies:

Grace Thomas, PCC appointed Davia McMillan, ACC

Apologies:

Paula Feathers, PCC – NZ Central
Bev Paulin, PCC – SA
Monica Sng – WA
Nicola Kilpatrick, ACC – Vic
Cheryl Johnson – NZ Northern
Victor Konijn, ACC – NSW
Fiona Nuttall – NSW
Josie McLean – SA
Mary Britton, PCC – NZ Northern
Kathy Tracey, MCC – NZ Central
Vicki Millen, ACC – Vic
Elle Taurinskaite, PCC – Vic
Sharee Johnson, ACC -Vic
Anna Marshall – ACT
Carolyn Pickering, PCC – NSW
Grace Thomas, PCC - Vic

2. Presence of quorum (5)

Madeleine Shaw

Quorum of 5 members achieved.

3. Confirmation of previous AGM minutes

Madeleine Shaw

Motion: That the minutes of the AGM held 7 September 2018 be approved as an accurate record of the proceedings.

Proposed	Seconded	Abstentions	Motion Carried
Madeleine Shaw	Melinda Horton	0	Yes

4. Reports of Officers and Teams

Tony Draper

Tony Draper acknowledged past Board Directors, Branch and Committee Leaders for their efforts and commitment in bringing ICF Australasia to the point it is today. He noted that the ICF Australasia Strategy

Session held on 16-18 November 2018 had been a pivotal time in agreeing and shaping the new organisational structure and setting priorities for the coming year and beyond. The Strategy Session was an investment in the strategic functioning and success of the Chapter and is planned moving forward to be run annually

The President noted that under the new structure, was launched in February 2019. The Board now comprises 5 directors: President, Immediate Past President, President Elect, Director Finance and Secretary. The newly formed Executive Leadership Team comprises the Board members, Branch Presidents and the Heads of the 3 strategic pillars. Tony noted these pillars were reviewed and refreshed at the Strategy Session, having been originally established in 2013.

Focus 2019 – Alignment to Strategic Pillars

Tony Draper confirmed that the overarching theme for this year had been investing in working together under the new structure, aligning to the 3 strategic pillars of:

- Coaching Excellence (professional development, professional standards, credentialing)
- Member Experience (website, social media, digital marketing, member retention, member communications)
- External Stakeholder Engagement (brand development, stakeholder management and professional partnerships)

2019 Global Leaders Forum (GLF)

ICF Australasia was featured heavily at the 2019 GLF in Dublin in March 2019, where the Chapter was represented by President Tony Draper and President Elect Maria Newport.

2019 ICF Global Chapter Recognition Award and Gift of Coaching Awards

ICF Australasia was announced as a 2018 International Coach Federation (ICF) Chapter Recognition honouree for large Chapters at the 2019 GLF. ICF Australasia Chapter President and President Elect gratefully accepted the Chapter Recognition Award on behalf of the many Branch teams that are at the coalface in driving activity and supporting members, along with ICF Australasia Administration Services Manager, Brenda Brown and Fiona Toy and the ICF Regional Support team.

It is only with the combined efforts of volunteers past and present, and their commitment and passion to serve ICF Australasia members across New Zealand and Australia that such achievements are possible. In choosing to share their valuable time, expertise and energy, the reach and service offerings for the Chapter's 1,500+ members continues to advance.

Specifically highlighted was our efforts in developing and launching the Chapter Leader Onboarding Program and the Strategic Partnerships focus with the premier HR organisations in both Australia and New Zealand - AHRI and HRINZ. While these things stood us apart, it's also thanks to the collective events, commitment and member retention/attraction initiatives across the Chapter that ICF Australasia was recognised.

ICF Global - New Strategic Goal

Tony Draper noted the ICF's new global strategic goal to further develop and progress the plans to expand the scope and influence of the organisation, specifically planning to establish a Thought Leadership Institute, to expand the activities of the ICF Foundation, to create offerings for businesses and organisations using coaching cultures, and exploring the separation of the Credentialing and Program accreditation functions.

ICF Australasia in the Media

ICF Australasia had a number of opportunities to write or contribute to articles about coaching this past year and contributions were provided on a range of topics.

Special thanks to Tony Draper MCC, Tracy Tresidder MCC, Jennie Hill PCC, Revel Gordon PCC, Michele Toner PCC, Jean-Francois Cousin MCC and Mary Britton PCC for their contributions.

5. Board Portfolios

At the 2018 AGM the Board was comprised of 9 volunteer members from across the Chapter. This year largely as a result of the restructure the Board has seen some movements, 1 resignation for personal reasons and 3 resignations aligned with the restructure:

1. President – Tony Draper, MCC (QLD)
2. President Elect – Maria Newport, PCC (NSW)
3. Immediate Past President – Melinda Horton, ACC (QLD)
4. Director of Finance – Tony Di Trapani (QLD-based Professional)
5. Board Member and Secretary – Madeleine Shaw, ACC (NSW)
6. Director of Australia * – *Inta Sellick, PCC (SA) resigned September 2018*
7. Director of New Zealand * – *Brett Walker, ACC (NZC) resigned March 2019*
8. Director Professional Standards * – *Hilary Armstrong, MCC (NZN) resigned March 2019*
9. Director of Brand Development * – *Revel Gordon, PCC (NSW) resigned March 2019*

* *The responsibilities previously held by these roles now reside in the Executive Leadership Team*

6. Portfolio Highlights

Tony Draper

a. Member Experience

Grace Thomas, PCC acting and Bev Paulin PCC commenced June 2019

Tony Draper thanked Grace Thomas for acting in the role of Head of Member Experience until it was filled permanently, and thanked Bev Paulin for taking on the role thereafter. He highlighted the following achievements in this portfolio:

- Revitalised social media engagement on LinkedIn and Facebook
- Initiated Chapter blogs
- Led and managed the WBECS partnership
- Started a data driven approach to support branches during renewal season
- Initiated volunteer experience activity starting with social media training
- Commenced collaboration with Chapter Pillar Heads and Executive Leadership Team

b. Coaching Excellence

Linley Rose MCC acting and Mary Britton PCC commenced June 2019

Tony Draper thanked Linley Rose for acting in the role of Head of Coaching Excellence until it was filled permanently, and thanked Mary Britton for taking on the role thereafter. He highlighted the following achievements in this portfolio:

- VPD 2019 program delivering World Class Presenters - many of them now appearing in the WBECS calendar and/or on the program for Converge in Prague
- Professional Standards Committee now stepping into their roles as Coaching experts, bringing their own specialist topics including peer-supervision and credentialing
- Pillar heads agree that many initiatives require a woven together approach and will meet monthly to build a collaborative approach

c. External Stakeholder Engagement

Revel Gordon PCC acting and Ann Wright PCC commenced June 2019

Tony Draper thanked Revel Gordon for acting in the role of External Stakeholder Engagement until it was filled permanently, and thanked Ann Wright for taking on the role thereafter. He highlighted the following achievements in this portfolio:

- Hugely successful Coach Week

- 20th Birthday Celebrations
- Exhibitor at 2018 AHRI Conference
- Memorandum of Understanding with AHRI, (also with GSA and Coaching Life)
- ICF Stand at HR Summit

d. Branch Connect

Director of New Zealand, Brett Walker, ACC and the NZ Branch Leaders

Tony Draper thanked Brett Walker for his contributions to the Chapter as Director of New Zealand until his resignation in March 2019 as part of the move to the new structure. He noted the following highlights:

- Significant leadership change and renewal in branches
- Full Day ICF NZ Northern Conference 2018
- Multiple other CCEU events that attracted both members and non-members
- Local and international celebration of Chapter's 20th birthday: conviviality, shared purpose, great cake and sweet treats!
- Contributed to International Coaching Week
- Established the virtual Coach Book Club
- Multiple Peer Supervision groups continue
- 2 new MCC's

e. Governance

Board Member and Secretary: Madeleine Shaw ACC

Tony Draper thanked Madeleine Shaw for her contributions to the Chapter as Board member and Secretary and noted the following highlights in the area of Governance:

- New Chapter structure approved at the Strategy Session in November 2018 has been implemented, with the Board reduced in size from 9 to 5
- Establishment of Executive Leadership team comprising the Board members, Branch Presidents and chaired on a rotating basis by the Heads of Member Experience, Coaching Excellence and External Stakeholder Engagement.
- Chapter and branch expectations, support & process
- Ongoing management of risk
- Chapter agreement with ICF Global re-signed
- Constitution reviewed to confirm compliance in connection with the new Chapter structure
- Branch leader appointment process implemented
- Confidentiality agreement with ICF Global in connection with member information
- Ratified NZ Southern & Central Branch merger initiated by members of those branches

f. Finance

Director of Finance: Tony Di Trapani

Special acknowledgement and thanks to Tony di Trapani, Director of Finance, for his professionalism and huge contribution to ICF Australasia as his elected term draws to a close. Tony Draper noted the following highlights:

- Developed in conjunction with IPP Mel Horton Chapter Financial Policy,
- Continued engagement with Branch Treasurers to streamline operation of branch accounts, records keeping and reporting
- Development of 2018/19 Budget aligned to the Strategic Pillars
- Prepared and submitted the consolidated Chapter Global Financial Return

g. President Trio

President: Tony Draper, MCC, Immediate Past President: Melinda Horton, ACC, President Elect Maria Newport PCC

Special thanks were given by Maria Newport to Tony Draper moving into the Immediate Past President role, remaining on the Board until 2019 and in turn, Tony Draper thanked President Elect, Maria Newport, who will move into the President role. Both Maria and Tony thanked Melinda Horton for her many contributions to the Chapter both on the Board over many years and previously as part of the Queensland leadership team.

Tony Draper noted the following highlights from this portfolio:

- Hosted 2nd ICF Australasia Strategy Session, bringing together Board Directors and Branch Presidents in person, to build relationship, realign the Strategic Pillars and plan key collaborative activities for the year.
- Implemented the new structure.
- Attended Global Leaders Forum 2019 with c200 attendees from 50 countries in Dublin, Ireland to understand new global initiatives and work together as part of Asia Pacific Regional Forum.
- Continued active communication Regionally and Globally to ensure ICF Australasia achievements, challenges and initiatives were promoted and supported.
- Signed 3 strategic partnership MOU's with AHRI, GSA insurance brokers and Coaching Life.

7. ICF Regional Update

Tony Draper welcomed guest, Fiona Toy, ICF Strategic Regional Director for Asia Pacific and thanked her and the ICF Regional Team for supporting the ICF Australasia Chapter over the year. Fiona provided a brief update and overview about ICF global and regional perspectives per the Global Leaders Forum. The ICF Regional Support Team in Asia Pacific includes Fiona, Paul Ma and Mona Malik – Regional Development Managers, and Minji Oh – Member Experience Ambassador.

8. Audited Financial Statements

Tony Di Trapani

Director of Finance, Tony Di Trapani Director Finance presented the Audited Financial Statements, highlighting that ICF Australasia's new Audit Partner for (Kes Moodley & Associates) as approved at the 2018 AGM had provided the audit.

Tony emphasized that the previous focus of investment to establish foundations for a sustainable future had this year led to a focus on collaborative virtual professional development (VPD), the strategy session, and introduction and adoption of the updated Financial Policy.

Overall, Tony said ICF Australasia Chapter remains in a very healthy financial position with consolidated funds at bank/net assets totalling \$237,000 despite an overall net loss for the 2018/2019 year of \$15,500, with most items occurring as budgeted and expected.

The income for year ending 30 June 2019 was slightly reduced from 98,579 in 2018 to 93,871 in 2019, due to the investment in strategic foundations. Gross membership income increased by approximately

\$10,000 on 2018 due in part to favourable exchange rates with the USD. Total expenditure reduced from \$112,268 in 2018 to \$109,432 in 2019 due mainly to a reduction in website costs, however Tony noted that in 2020/21 investment will be required for re-development of the website which is coming to end of life.

Tony also note that many other ICF Chapters globally charge additional local member fees in support of their running costs, however ICF Australasia continued to look for revenue streams and opportunities to increase our income without introducing an additional fee to members. This has historically been fundamental to our “one ICF Australasia” approach where we can leverage economies of scale and keep costs centralised, streamlined and efficient.

9. Election and Announcements

Tony Draper

Votes of Thanks: ICF Australasia President, Tony Draper MCC acknowledged the following for their passion, professionalism, commitment and energy in supporting the ICF Australasia purpose and the ICF Global vision – without these people, the Chapter would not function:

- The outgoing Directors of the Board since the 2018 AGM: Melinda Horton ACC, Tony Di Trapani, Revel Gordon PCC, Inta Sellick PCC, Brett Walker ACC, and Hilary Armstrong MCC.
- The outgoing Branch Presidents: Grace Thomas PCC (Vic), Julie Lines ACC (SA), Kathy Tracey MCC (NZ Central), Fleur Heazelwood (NSW), Tony Clitheroe PCC (WA), Daphne Wells ACC (NZ Southern) and Steve Willing (Tas).
- Special thanks to the acting heads of the strategic pillars: Revel Gordon PCC (Stakeholder Engagement), Grace Thomas PCC (Member Experience) and Linley Rose MCC (Coaching Excellence).
- Outgoing Committee Members: Linley Rose MCC, Jennifer Hill PCC and Julie-Anne Tooth PCC.
- The members of the working groups: International Coaching Week (Kathy Tracey, MCC - NZ Central, Anika Simek, ACT, Tim Sprague, NSW, Eva Samaranch, ACC – QLD, Jo Saies, ACC – SA, Jillian Bolger, ACC – VIC, Beth Nurnberger, PCC – WA, Patrick Verryn, ACC – WA, Revel Gordon, PCC – NSW, Brenda Brown, Admin Management), Virtual PD Working Party (Janet Sernack, PCC – VIC, Janice Landy, ACC – WA, Linley Rose, MCC- NZ Northern, Inta Sellick, PCC – SA, Ann Wright, PCC – VIC, Brenda Brown, Admin Management) and Coaching Excellence Experts (Tracy Tresidder, MCC – NSW, Lee Wilkinson, PCC - NZ Central, Charity Becker, PCC – VIC, Hilary Armstrong, MCC – VIC, Marty Doyle, PCC – QLD, Alyson Keller, PCC - NZ Northern, Julie-Anne Tooth, PCC – NSW, Jennie Hill, PCC - VIC
- The 2019-20 Pillar Leaders: Mary Britton PCC (Coaching Excellence), Bev Paulin PCC (Member Experience) and Ann Wright PCC (Stakeholder Engagement)
- The Branch Presidents: Davia McMillan PCC (Vic), Jo Saies ACC (SA), Zsofia Juhasz PCC (Qld), Jane Leaversuch ACC (WA), Brendon le Lievre ACC (ACT), Alyson Garrido PCC (NZ Southern and Central), Tina Shah ACC (NZ Northern), Tim Sprague (NSW) and Steve Willing, (immediate past president, Tas)
- the continuing members of the ICF Australasia Board: Tony Draper MCC, Maria Newport PCC and Madeleine Shaw ACC
- Brenda Brown, managed business and administrative services, who provides a seamless presence for our virtual organisation.

Incoming President's Vision for 2019

Maria Newport

Dr Tony Draper PCC then handed the office of President to Maria Newport, who became President while Tony Draper became Immediate Past President. Maria's vision for 2020 is that more Australasian coaches (internal and external) understand the value and benefits of being credentialled members of the ICF at a branch, chapter, regional and global level, so that our members can achieve

their personal and professional goals and we can continue to be the pre-eminent professional coaching organisation.

This year we have restructured ICF Australasia to improve volunteer leader engagement so we can serve our members more effectively. This has meant adaptation and change, building on all of the great work aligning the organisation with our future strategy over the past couple of years.

We now have the opportunity in the coming year, to consolidate and streamline further, so we are working smarter not harder. We will also be focused on sustainability and growth, and be leveraging some of the exciting new global initiatives discussed at the Global Leaders Forum this year at a local level.

Election of Directors

Maria Newport

One ICF Australasia Board position was voted in. Congratulations and welcome were extended by Maria Newport to President Elect – Kathy Tracey, nominated by Maria Newport PCC and seconded by Madeleine Shaw ACC and with her nomination endorsed by the Board.

Maria noted that there were no nominees for the role of Director Finance, and thanked Tony Di Trapani for continuing to support the Chapter until a new Director is appointed.

10. New Business

Tony Di Trapani

Appointment of Auditors: Motion - that the audited financial statements for the 2018/19 year be accepted and that Kes Moodley & Associates be appointed as auditors for ICF Australasia Inc for the financial year ending 30 June 2020.

Proposed	Seconded	Abstentions	Motion Carried
Tony Di Trapani	Ann Wright	0	Yes

11. President's closing remarks

Maria Newport

President, Maria Newport PCC, reiterated her thanks and appreciation of the combined efforts of Branches, Board and Committees in supporting ICF Australasia members and furthering the ICF Global vision in New Zealand and Australia. In particular she thanked outgoing Immediate Past President Melinda Horton ACC for her significant and much appreciated contributions and leadership in the previous year and as President, President Elect, Secretary and Board Director and in her Queensland Branch leadership activities over the years.

The meeting was declared closed at 1.20 pm AEST (Sydney time).