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AUSTRALIAN INSTITUTE OF FAMILY LAW
ARBITRATORS AND MEDIATORS

ABN 19 009 586 654

35th ANNUAL GENERAL MEETING

26 November 2024 at 5.30pm AEDT

5.30pm NSW, Vic, ACT, Tas, 4.30pm Qld, 5.00pm SA, 4.00pm NT, 2.30pm WA

Attendance virtually via [Zoom](#).

MINUTES OF MEETING

Attendance

Emma Swart (Chair)
Maurice Edwards
Colin Forrest
Andrew Davies
Robyn Hadley
Leanne Kelly (Acting Executive Officer)

Apologies

Apologies were received from the following:-

Judge Kearney
Justice Jarrett
Tessa Czislawski
David Harper
Philip Looney
Debra Parker
Kate Richards
Meredith Hunter
Nicole Smith
Clare Dart

Proxies

Proxies in favour of the Chair were received from the following:-

Martin Bartfeld
Alison James

Chair Emma Swart welcomed all members and opened the meeting at 5.30pm.

1. Apologies

There were apologies as per the list.

In relation to all documents below noted as being “tabled” at the AGM, a copy was sent the day prior to the AGM to those registered to attend. A copy of the Minutes will be placed in the member only section of our website following the AGM.

2. Minutes of the 34th Annual General Meeting held 27 October 2023

Emma Swart tabled the 2023 AGM Minutes.

It was moved to accept the Minutes of the 34th Annual General Meeting (a copy of which was provided to Members) held on 26 October 2023 as being true and correct.

Moved Andrew Davies
Seconded Colin Forrest
Poll result 100% approved.
Motion carried.

3. Chair’s Report

Chair Emma Swart tabled and spoke briefly to the 2024 Chair’s Report.

A copy of the Chair’s Report will be available in the members section of the website following the meeting.

It was moved to accept the Chair’s Report.

Moved Emma Swart
Seconded Andrew Davies
Poll result 100% approved.
Motion passed.

4. Treasurer’s Report and Financial Statements

Treasurer Maurice Edwards tabled the Treasurer’s Report and Financial Statements, noting that an overall loss was incurred for the year primarily due to lower registrations for the face-to-face courses which were run in May this year. Reflecting on this, in 2023/24 AIFLAM will offer online courses only.

It was moved that the Treasurer’s Report and Financial Statements (a copy of which have been provided to Members) be accepted as true and correct.

Moved Andrew Davies
Seconded Colin Forrest
Poll result 100% approved.
Motion passed.



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5. Special Resolutions

Auditor

In the Agenda, it was proposed as follows:

- 1) To remove Accru Harris Orchard as external auditor of Australian Institute of Family Law Arbitrators and Mediators.
- 2) To appoint AHO Audit Pty Ltd as auditor of the Australian Institute of Family Law Arbitrators and Mediators.

It was moved to remove Accru Harris Orchard and appoint AHQ Audit Pty Ltd as auditor of AIFLAM.

Moved Maurice Edwards
Seconded Colin Forrest
Poll result 100% approved.
Motion passed.

Constitution

In the Agenda, it was proposed that the constitution of the Australian Institute of Family Law Arbitrators and Mediators be amended as follows:-

1. The Constitution shall be amended by deleting the existing clauses 27.1 (a) to (d) and re-numbering (e) to (a) and (b) to (f) .
2. The Constitution shall be amended by adding the following new clause 27.5
“27.5 The following persons shall be entitled to attend Board meetings as observers and to contribute to discussions and deliberations of the Board but not to vote on resolutions of the Board:-
 - (a) one person, if any, nominated from time to time by the Attorney General for the Commonwealth of Australia;
 - (b) one person, if any, nominated from time to time by the Chief Justice of the Federal Circuit and Family Court of Australia Division 1 being a person from Division 1 of that Court;
 - (c) one person, if any, nominated from time to time by the Chief Judge of the Federal Circuit and Family Court of Australia Division 2 being a person from Division 2 of that Court;
 - (d) two members of the company who are also members of the Executive of the Family Law Section of the Law Council of Australia nominated by the Chair of that Executive for the time being.”
3. The Constitution shall be amended in Clause 29.1 by:-
 - a. by substituting the word “September” for the word “October”, and
 - b. by inserting the words “as observers” after the word “appointment” in sub-clause (a); and
 - c. by substituting “27.5” for “27.1” wherever occurring in sub clause (a), and
 - d. by substituting “27.1(e)” with “27.1(a)” in sub clause (b); and
 - e. by substituting “27.1(f)” with “27.1(b)” in sub clause (c).
4. The Constitution shall be amended in Clause 29.3 by substituting the words “at the conclusion of the Annual General Meeting” for “on the 1st day of January”; and



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5. The Constitution shall be amended in Clause 29.5 by substituting the words “at the conclusion of the Annual General Meeting” for “on the 1st of January”.

It was moved to amend the amendment above in 1. by changing “(b) to (f)” to “(f) to (b)”.

Moved Colin Forrest
Seconded Leanne Kelly
Poll result 100% approved.
Motion passed.

It was then moved to adopt the proposed amendments to the Constitution as amended above:-

Moved Colin Forrest
Seconded Maurice Edwards
Poll result 100% approved.
Motion passed.

6. General Business

There was no general business raised at the meeting.

**Chair Emma Swart thanked all in attendance and closed the meeting.
Meeting declared closed at 6.00pm. Australia Eastern Summer Time.**

Emma Swart

Chair

6 December 2024