sustainableevent
ALLIANCE

Annual General Meeting
Minutes
24th November 2015

Attendees
Magdalina Atanassova
Meegan Jones
Greg Howell
Liam O'Keefe
Dave Watson
Graham Ross

Apologies
Donal Flannery
Ann-Karin Både
Martijn Hulshof

1. Welcome by Chair Meegan

2. Confirmation of minutes from the previous AGM
Approved

3. General information
Business arising from the minutes: None

4. Previous 12 months activity
Sustainable Event News
We continued the sustainable event news service through Scoop It. news.sustainable-event-alliance.org. We feed news relevant for the sustainable events industry. We have had more than 3500 views, up from 2000 last year.

Building resources for the industry
There has been little activity in terms of building new resources for the members. Requested more involvement needed from board members and SEA members and Accredited Professionals, to build this content. Asked for any case studies, how to guides and input into online discussions through our main LinkedIN group, Sustainable Event Professionals.

Virtual Internships
Ann-Karin Både has previously overseen two interns. They have now completed their internships. If any board members have intern requests in their every-day roles, they are encouraged to also integrate SEA duties into the intern's tasks.

Accredited Professional
The SEA Accredited Professional programme continues to grow. We are encouraging all those who are consulting to, training or auditing the event industry in sustainability to be SEA Accredited Professionals.

5. Membership
We currently have approximately 200 active members to the SEA website. We had 23 new paying members in the last financial year. Not everyone renews their membership. Requested a board member to take on the role of nurturing member activity and following up on renewals. This was accepted by Greg Howell. He will be provided the contact details of existing and lapsed members, along with details on how to respond to and engage with new members.

6. Financial Report
Membership fees are trickling in and keeping the organisation financially viable, if run on volunteer labour. Financial for 2014/2015 are available in the Annual Report.

7. Other Business
Dave Watson, board member, informed that his agenda for the next year is to engage industry in New Zealand with the SEA.

Meegan Jones presented an opportunity for the SEA to become a 2nd party assessor of conformity to ISO 20121. A trial program will be developed and the first candidate for conformity assessment is Gold Coast Commonwealth Games Organising Committee (GOLDOC/Commonwealth Games 2018).

8. Board Nominations
All board members were confirmed to continue. 2014/2015 board member David Mc Fee stepped down mid-term.

A new board member was nominated and confirmed: Graham Ross.

Board 2015/2016
Active board members:
Meegan Jones – returning board member/Chair (public officer/financial officer)
Dave Watson – returning board member
Greg Howell – returning board member
Donal Flannery – returning board member

Advisory board/non-active board members
Ann-Karin Både – returning board member
Magdalina Atanassova – returning board member
Liam O'Keefe – returning board member (public officer)

Meeting closed. Duration: 40 min.