

Dear Member,

## **Notice of Annual General Meeting**

The Annual General Meeting of the  
Lightweight Structures Association of Australasia Inc.

Year 2019/20

will be held from 11:00AM to 11:30AM AEDT

on

Friday 27<sup>th</sup> November, 2020

The meeting will be held via Teams

(Access via link immediately below)

[Join Microsoft Teams Meeting](#)

[Learn more about Teams](#)

**If you intend to attend**

Please confirm your attendance by contacting the Secretary of the Association before Wednesday 25<sup>th</sup> November, 2020.

**LSAA Inc. Secretary**

**Rowan Murray**

C/O Ronstan International Pty Ltd.

19 Park Way, Braeside, Vic 3195 Australia

Tel: +61 418 177 293 Fax: +61 (03) 8586 2099 Email: rmurray@ronstan.com.au

**LSAA Inc.**

**Executive Officer**

Dr Peter Kneen

18A Freeman Avenue

Oatley, NSW, 2223

Email: office@LSAA.org

The following documents are attached for your reference and attention:

- Agenda for AGM
- President's Report
- Secretary's Report
- Treasurer's Report
- 19/20 Financial Statements
- Form of Appointment of Proxy
- Election of Office Bearers Nomination Form

Kind regards,  
Lightweight Structures Association of Australasia Inc.



Rowan Murray  
Secretary

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**Annual General Meeting of the Association Year 19/20**

**Friday 27<sup>th</sup> November, 2020**

**AGENDA**

1. Roll Call For Members.
2. Proxy Votes.
3. Apologies.
4. Confirmation of Minutes of 18/19 AGM held Wednesday 11<sup>th</sup> December, 2019.
5. Business Arising.
6. President's Report.
7. Secretary's Report.
8. Treasurer's Report.
9. Election of Office Bearers.
10. Other Business.

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## PRESIDENT'S REPORT

Year Ended 30<sup>th</sup> June 2020.

It gives me great pleasure to welcome you to our 2020 Virtual AGM, my first as your new President.

I take the opportunity to thank our Immediate Past President Dr Kourosh Kayvani for his 15-year leadership, during which time the Association was revived from almost-extinction in 2004 to a small but respected boutique cross-discipline group dealing with iconic and innovative structures. The immense contribution of Brian O'Flaherty, a founding member, Past President and Life Member, who served as Treasurer for many years, is greatly appreciated. Brian left the Association in a sound financial position. Bob Cahill has stepped into Brian's shoes as our new Treasurer.

The year started with great enthusiasm as we pushed forward with our plans for the 2020 Conference and Design Awards, using yesterday's wisdom to inform tomorrow's vision, under the theme of *Re-View, Re-Imagine, Re-Create*. Together with the LSAA team (Rowan Murray, Bob Cahill and Peter Kneen) and Prof Jane Burry and Dr Greg Quinn of Swinburne University, we made preparations for the event to take place at Swinburne in September 2020. As we geared up and finalized details (with a film launch in Melbourne Design Week in March), the Coronavirus (COVID-19) Pandemic resulted in the cancellation of the Melbourne Formula 1 event as well as most Design Week initiatives. In April, we took the difficult decision to postpone the event to October 2021.

Prior to the impact of COVID-19, the changes in regulations and testing requirements to meet new criteria for Fire Performance and their impact on the membrane/fabric structures became a hot topic for many members. The LSAA formed a Fire Subcommittee (FSC) lead by Mike Lester with Lisa James. The FSC met on several occasions and engaged the services of a prominent Fire Engineer, Jonathan Barnett, to produce a draft report and "road map" to assist the industry. Whilst COVID-19 has disrupted this work, we will be releasing these findings in the coming months.

On the digital front, our Facebook presence has been updated regularly by Scott Rathie. A new website was created for the LSAA 2020 Conference and our Executive Officer, Peter Kneen, has been devoting considerable time and effort towards revamping the LSAA website. The work to date has resulted in a new graphics interface.

Our rich archives of past proceedings and technical papers are also being curated. We look forward to providing a *members-only* access portal to these tomes of wisdom in the coming months.

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## Presidents Report (cont.)

I am pleased to say that, despite having endured two non-conference years in a row (coupled with the COVID-19 pandemic), the LSAA remains in a reasonable financial position. This would not have been possible without the committed and continued support of members through the yearly fee subscription. Please accept my most sincere thanks for your support and membership.

Finally, I would like to thank all the volunteer committee members for their time and support. Without their selfless dedication of time and effort to our cause, none of what we do here would be possible.

Despite all the ways the challenges of this unprecedented year have buffeted both us at the LSAA and all of our members, I nonetheless remain proud of all we have undertaken amidst the throes of 2020, refusing to let disease and disaster define us – but instead forging new opportunities for the future. I look forward to continuing this magnificent work into next year and to welcoming each and every one of you (in person!) to the LSAA's exciting events of 2021.

Warm regards,



Peter Lim  
*LSAA President*  
November 2020

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## SECRETARY'S REPORT

Year Ended 30<sup>th</sup> June 2020

The secretariat had a busy year supporting the activities of the Committee and Executive Officer.

1. **Membership Summary**

As at 30th June 2019 the membership stood at 41 members as follows:

Company Members	32 (LY 31)
Individual Members	0 (LY0)
Life Members	9 (No change)

2. **Governance**

The Association has met all requirements under the NSW Department of Fair Trading Associations Incorporation Act of 2009.

3. **Other**

Secretarial activities over the period were limited in the main to the organization of the conference, committee meetings, the keeping of records and coordination of LSAA Inc. statutory requirements.



Rowan Murray  
LSAA Secretary  
November, 2020

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## TREASURERS REPORT

Year Ended 30<sup>th</sup> June 2020

Attached are the un-audited Financial Statements for the year ended 30/06/2020.

Key points (as at 30/06/2020);

### BALANCE SHEET

**Total Assets of** \$104,166.05

Represented by;

ANZ cheque account: \$409.00

ANZ cash management: \$102,357.05

Total Debtors: \$1400

**Total Liabilities** Nil.

**Total Equity** \$104,166.05

### PROFIT AND LOSS

This was a non-Conference year, so there was less income generated. Income was derived from memberships.

The **Net Profit** for the period 2019/20 was (\$14,124.75)

I submit this report, and the attached financials for acceptance by the AGM.



Robert Cahill  
*Hon. Treasurer*  
November, 2020

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## Balance Sheet

As of June 2020

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Assets		
Current Assets		
Cash On Hand		
ANZ Cheque Account	\$409.00	
Total Cash On Hand		\$409.00
Savings Funds		
ANZ Cash Management	\$102,357.05	
Total Savings Funds		\$102,357.05
Trade Debtors		\$1,400.00
Total Current Assets		\$104,166.05
Total Assets		\$104,166.05
Liabilities		
Net Assets		
		\$104,166.05
Equity		
Retained Earnings		\$118,290.77
Current Year Earnings		-\$14,124.75
Historical Balancing		\$0.03
Total Equity		\$104,166.05

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## Profit & Loss Statement

July 2019 through June 2020

9/07/2020  
3:42:57 PM

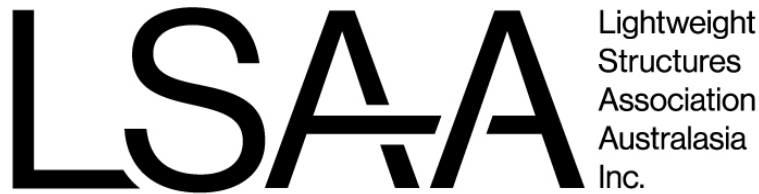
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Income	
Subscriptions	
Annual Subscription fee	\$18,125.00
Total Subscriptions	<u>\$18,125.00</u>
Total Income	<u>\$18,125.00</u>
Cost of Sales	
Gross Profit	<u>\$18,125.00</u>
Expenses	
Advertising	\$180.00
P. Kneen Pty Ltd	\$17,753.68
Bank Charges	\$190.80
Consultation Fees	\$6,116.00
Bad Debts	\$2,950.00
Insurance	\$608.31
License Fees	\$47.00
Committee Meeting Expenses	\$152.04
Secretarial Services	\$3,517.90
Withholding Tax	\$82.00
Design Awards	
Travel	\$822.53
Total Design Awards	<u>\$822.53</u>
Total Expenses	<u>\$32,420.26</u>
Operating Profit	<u>-\$14,295.26</u>
Other Income	
Interest Income	\$170.51
Total Other Income	<u>\$170.51</u>
Other Expenses	
Net Profit / (Loss)	<u>-\$14,124.75</u>

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(Rule 32(2))

FORM OF APPOINTMENT OF PROXY

**LIGHTWEIGHT STRUCTURES ASSOCIATION OF AUSTRALIA INCORPORATED**

I, .....  
(full name)

of .....  
(address)

being a member of the Lightweight Structures Association of Australasia Inc.

hereby appoint .....  
(full name of proxy)

of .....  
(address)

being a member of that incorporated association, as my proxy to vote for me on my behalf at the general meeting the association (annual general meeting or special general meeting, as the case may be) to be

held on the .....day of .....20.....and at any adjournment of that meeting.

\* My proxy is authorized to vote in favour of/against (delete as appropriate) the resolution (insert details).

\* To be inserted if desired.

.....Signature of member appointing proxy.

.....Date

NOTE – A proxy vote may not be given to a person who is not a member of the association.

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Annual General Meeting Year 2019/2020

27<sup>th</sup> November, 2020.

Election of Office Bearers and Ordinary Members of Committee

## NOMINATIONS

POSITION	CANDIDATE	NOMINATED BY	SECONDED BY	SIGNED CONSENT OF NOMINEE
President				
Vice President				
Secretary				
Treasurer				
Committee Member (four positions)				

- Note: 1      **Nominations must be received before Friday 20<sup>th</sup> November, 2020**  
**Return to Secretary (Rowan Murray) at [rmurray@ronstan.com.au](mailto:rmurray@ronstan.com.au)**
- 2      Candidates must be company, individual or honorary members.
- 3      A candidate may be nominated for only one office.
4.      Candidates subscriptions must be current at time of AGM.

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