**CIE AUSTRALIA AGM 2023 – Minutes of meeting**

Summary action items arising from this meeting:

* *Exec to follow up how further to support student members as a follow-up to the research students’ workshop which will be held in the afternoon after the AGM*
* AB will transfer existing website and content to an archive version (to link to the new site).
* AB to assist to transfer of domain – to confer with AC.
* AC can proceed with new website creation.
* AB to add IT officer to office bearer listing on the CIE AU website.
* Regarding how to mark/celebrate CIE Australia’s 75th anniversary – the executive will discuss possible activity (in person or otherwise) at their next meeting.

**1. Welcome:**

Meeting begins at 11am AEDST, Monday 6 February 2023, in person at UNSW Kensington Campus.

In attendance: in person, Anthony Bergen (AB), Steve Coyne (SC), Wenye Hu (WH), Gillian Isoardi (GI), Eric Southgate (ES), & online, Adrian Cupitt (AC), Warren Julian (WJ), Maitreyee Roy (MR)

**2. Apologies:** Jim Gardner (JG), David Lewis (DL) and Dario Maccheroni (DM)

**3. Commemoration of colleagues:**

AB led commemoration of Bill Bevin, CIE AU member (and former Chair) who was instrumental in the redefinition of the candela. Thank you to JG for writing about Bill and his work. See tabled document *“Blevin CIE AGM.pdf”* and for more of Bill’s life see <https://www.science.org.au/learning/general-audience/history/interviews-australian-scientists/dr-william-blevin-applied>

AB led commemoration of Reg Wilson, CIE AU member and well-known for his work with the Australiasian Dark Sky Alliance. SC recalls how much impact his work has had on awareness of dark skies in Tasmania – as has recently been noted in national news. WJ recalls his work with Philips and, in retirement his commitment to dark sky issues. For more about Reg see https://www.australasiandarkskyalliance.org/post/vale-reg-wilson.

**4. Minutes of previous meeting:**

\* Reviewed previous minutes, SC moved to accept minutes, AB seconded, *all votes in favour -* ***carried***

**5. Business arising from the previous minutes:**

* *AB & WH to follow up on CIE supported workshops as part of potential university membership – or otherwise 🡪 to be followed up with the research students’ workshop to be held the afternoon after the AGM.*
* AC to obtain quotes for initial and ongoing costs of website update for approval by executive 🡪 action followed up, see IT report for detail
* AB to issue a call to all members to nominate for the role of Vice President 🡪 action completed
* AB to notify Wenye Hu of appointment to Division 1, and include GI on the correspondence so GI can update Central Bureau on Division 1 rep 🡪 action complete
* AB to reissue a call for a new Division 8 representative 🡪 issued, but no positive response
* AB to update all members on publication password 🡪 action complete
* AB will follow up on the appointment of Adrian Cupitt and David Lewis as CIE representatives for Standards Australia committees (LG-009 and obtrusive lighting) 🡪 action followed up

**6. President’s report:** See attached President’s report.

**7. Treasurer’s report:** See attached Treasurer’s report.

\* AB moves (on behalf of treasurer ES), GI seconds, permission to authorise CIE dues (~$9,668 at current exchange rate to be paid to CIE Central Bureau, note that Standards Australia normally contributes half of this) – *no abstentions, all votes in favour –* ***carried***

ES suggests that members who don’t renew membership (after initial follow up), should be sent a message after 90 days that asks if they want to ‘unsubscribe’ form the members’ mailing list. This would resolve the issue of late payments/no payments dragging on, and should be implemented.

AB states that membership fees have not been raised in 7 years, and proposes they increase now by 20%.

\* GI moved to accept the Treasurer’s report as a true and accurate record, WH seconded, *no abstentions, all votes in favour -* ***carried***

SC (and all attending) thank ES and Kaye (accounts) for their ongoing work on treasurer’s matters.

**8. IT Officer’s report:** See attached IT Officer’s report.

AC reports on test site work done, using WordPress with Restrict Content. Suggests using the upgrade version (pro) would cost in the order of A$200 per year (plus any costs for taking payments).

This cost is less than the pre-approved amount (recorded 2022 AGM) and website creation can proceed.

*Actions 🡪 AB will transfer existing website and content to an archive version (to link to the new site).*

 *🡪 AB to assist with domain transfer – to confer with AC*

*🡪 AC can proceed with new website creation.*

*🡪 AB to add IT officer to the list of Office Bearers on the CIE website*

**9. Division reports**

* Division 1: see attached report from WH
* Division 2: see attached report from AB
* Division 3: Div 3 rep currently away from office, report to be submitted
* Division 4: report to be submitted
* Division 6: report to be submitted
* Division 8: no reporter for Division 8

**10. Voting on update to CIE Australia constitution**

AB sent all CIE AU members draft changes in November 2022 seeking feedback, received one response in agreement with changes from WJ.

AB highlighted all changes to document (and 1 change was added on wording of nature of AGM, “in person, online or both”), called for any feedback from meeting.

WJ responds, agreement with changes, but also highlights the need for documentation of CIE AU activities (including technical matters) to be independent of any one individual – or else documentation can be lost.

\* AB moves that the “CIE Australia Rules 2022\_v7.docx” is voted on – by show of hands – 7 votes in favour, 1 vote against. The vote is ***carried***

(CIE Australia Rules 2022\_v7.docx is attached)

**11. Election of Officers**

President: 1 nomination – **Anthony Bergen** – 7 votes in favour, 1 abstention *(elected)*

Vice President: 1 nomination – **Steve Coyne** – 7 votes in favour, 1 abstention *(elected)*

Secretary: 1 nomination – **Gillian Isoardi** – 7 votes in favour, 1 abstention *(elected)*

Treasurer: 1 nomination (floor) – **Eric Southgate** – 7 votes in favour, 1 abstention *(elected)*

IT Officer: 1 nomination (floor) – **Adrian Cupitt** – 7 votes in favour, 1 abstention *(elected)*

Other Officer: 2 nominations (floor) – **Wenye Hu** – 6 votes in favour, 2 abstentions *(elected)*

 – **Maitreyee Roy** – 6 votes in favour, 2 abstentions *(elected)*

**12. Appointment of new Division representatives**

WH and AC happy to continue as Division 1 and Division 4 representatives (respectively).

MR may be available in 2024 as Division 8 representative.

**13. CIE NC vote on changes to CIE Statutes and By-laws**

AB introduces proposed changes to the CIE governing committee (see attached document).

*Action 🡪 AB to email document outlining proposed changes to CIE administration to membership for feedback and to determine member support for changes.*

**14. CIE Australia turning 75 this year**

*Action 🡪 CIE AU exec to discuss possible activity (in person or otherwise) in next meeting.*

**15. Future events**

* [2023 CIE Australia Research Students’ Workshop](http://www.cie.org.au/research_students_workshop_2023.html) – following the AGM
* [2023 CIE Australia Lighting Research Conference](http://www.cie.org.au/calreco2023.html) – day after the AGM
* [CIE Tutorial on Urban Lighting Masterplanning](https://cie.co.at/news/cie-tutorial-urban-lighting-masterplanning), Istanbul, Turkey, May 2023
* [IESANZ 2023 Conference](https://www.iesanz.org/conference-2023-2/about-conference-2023), Sydney, June 2023
* [CIE Quadrennial Session in Ljubljana](http://slovenia2023.cie.co.at/), Slovenia in September 2023

**16. Any other business:**