

50TH ANNUAL GENERAL MEETING

MINUTES

DATE: 26 November 2025

TIME: 12.00PM – 1.00PM (AEST)

RECORDS AND INFORMATION MANAGEMENT
PRACTITIONERS ALLIANCE

Advancing and Connecting the Records and Information
Management Profession.

ANNUAL GENERAL MEETING DETAILS

Date	Wednesday 26 November 2025	Location	Microsoft Teams – Virtual Meeting <i>Attendance via Microsoft Teams was deemed as presence for the purposes of quorum and voting in accordance with Clause 11.3.3 of the Constitution.</i>
Meeting Opened	Meeting commenced at 12:00PM (AEST)		

MINUTES

ITEM	AGENDA ITEM	PRESENTER
50.0	Welcome and Opening	Chair
	Chair opened the meeting, acknowledged Country, and outlined the purpose of the meeting.	
50.1	Declaration of Conflicts of Interest	Chair
	No declarations of conflicts of interest relating to items on the agenda were received.	
50.2	Notice of Meeting Confirmation	Chair
	The Chair confirmed that the Notice of Meeting had been properly issued to all eligible members in accordance with the Corporations Act 2001 (Cth) and Clause 11.3.2 of the Constitution, meeting the required notice period.	
50.3	Attendance	Chair
	Professional Members: Toni Anderson CERIM ARIM Gunta Bajars CSRIM MRIM Jacqueline Borrett CXRIM MRIM Meryl Bourke CSRIM MRIM (Life) Elizabeth Carss CERIM ARIM Stephanie Ciempka-Kaufhold MRIM (Life) Christopher Colwell FRIM (Life) Anne Cornish CSRIM MRIM (Life) Sarah Eddy CERIM ARIM Sandra Ennor CERIM FRIM Donna-Maree Findlay CSRIM MRIM (Life) Carolyn Hartman CXRIM MRIM Laina Hender CERIM ARIM	Thomas Kaufhold MRIM (Life) Bonita Kennedy CERIM ARIM (Life) Debra Leigo MRIM Nancy Taia CXRIM MRIM (Life) Michelle Page-Cook CERIM ARIM Camille Peters CERIM ARIM Sandra Pickett ARIM Linda Shave CXRIM FRIM (Life) Nicole Thorne-Vicatos CERIM MRIM Louise Thomson CERIM ARIM Jade Reed ARIM Lisa Read White FRIM (Life) Chris Vincent CERIM ARIM
	Individual Members: (Have held a paid membership for 12 months or longer) Neetha Porathur Joseph Josephine Rajini	
	Non-Members: Paris Reddy Board Secretariat: Sunshine Craig	Staff: Munaa Said Tynelle Spinner

50.4	Apologies	Chair
	Veronica Pumpa CSRIM MRIM (Life) Susannah Tindall ARIM Petá Sweeney CXRIM FRIM (Life)	
50.5	Proxies	Chair
	Susannah Tindall ARIM and Petá Sweeney CXRIM FRIM (Life) proxied their votes to the Chair. As a quorum had been met in line with Section 11.3.5 of the constitution the meeting continued.	
50.6	Minutes of Previous Meeting	Chair
	The minutes of the 49th Annual General Meeting were adopted. Moved by: Bonita Kennedy CERIM ARIM (Life) Seconded by: Linda Shave CXRIM FRIM (Life)	
50.7	Business Arising from Previous Meeting	Chair
	NIL	
50.8	Receive the Annual Report from the Chair on the activities of the Company in the Preceding Year	Chair
	The Annual Report for period ending 30 June 2025 was accepted. Moved by: Bonita Kennedy CERIM ARIM (Life) Seconded by: Nancy Taia CXRIM MRIM (Life)	
50.9	Financial Report	Paris Reddy
	The Financial Report was presented to the meeting by Appointed Director – Finance. The Financial Report and duly audited statements of accounts were accepted. Moved by: Christopher Colwell FRIM (Life) Seconded by: Donna-Maree Findlay CSRIM MRIM (Life)	
50.10	Appointment of Auditor for Financial Year 2025-2026	Paris Reddy
	The appointment of Byrne & Miller be appointed as the auditors for the 2025-2026 financial year was accepted. Moved by: Sandra Ennor CERIM FRIM Seconded by: Thomas Kaufhold MRIM (Life)	
50.11	Declaration of Company Board Directors	Chair
	The Board of Directors for the forthcoming year commencing 1 January 2026 were announced:	
	Meryl Bourke CSRIM MRIM (Life) Julie Carpenter CSRIM MRIM Christopher Colwell FRIM (Life)	Jeremy Manford Matt O'Mara CXRIM FRIM Paris Reddy

	Thomas Kaufhold MRIM (Life) Bonita Kennedy CERIM ARIM (Life)	Nancy Taia CXRIM MRIM (Life)
	The declaration of Company Board Directors was accepted. Moved by: Bonita Kennedy CERIM ARIM (Life) Seconded by: Sandra Ennor CERIM FRIM	
50.12	Declaration of Board Executive	<i>Chair</i>
	The Executive Board Committee for the forthcoming year commencing 1 January 2026 were announced: Chair Bonita Kennedy CERIM ARIM (Life) Vice Chair Jeremy Manford Executive Director Nancy Taia CXRIM MRIM (Life) The Executive Board Committee was accepted. Moved by: Bonita Kennedy CERIM ARIM (Life) Seconded by: Sandra Ennor CERIM FRIM	
50.13	Close of Meeting	<i>Chair</i>
	There being no further business, the Chair declared the meeting closed at 12:15PM (AEST).	