51ST ANNUAL GENERAL MEETING

AGENDA

DATE: 25 November 2026

TIME: 12:00PM – 12:30PM (AEST)

RECORDS AND INFORMATION MANAGEMENT PRACTITIONERS ALLIANCE

Advancing and Connecting the Records and Information Management Profession.

ANNUAL GENERAL MEETING DETAILS			
Date	Wednesday 25 November 2026	**Location**	Microsoft Teams – Virtual Meeting *Attendance via Microsoft Teams shall be deemed as presence for the purposes of quorum and voting in accordance with Clause 11.3.3 of the Constitution.*
Time	10.00AM (WA – AWST) 11.30AM (NT – ACST) 12.00PM (Qld – AEST) 12.30PM (SA – ACDT) 1.00PM (ACT, NSW, Tas, Vic – AEDT) 3.00PM (NZ, NZDT)	**Meeting Link**	Join the meeting now Meeting ID: 451 957 706 717 94 Passcode: fW2bc7Yy

AGENDA

ITEM	AGENDA ITEM	PRESENTER
51.0	**Welcome and Opening**	*Chair*
	The Chair will formally open the meeting, deliver an Acknowledgement of Country, welcome attendees and outline the purpose of the Annual General Meeting.	
51.1	**Declaration of Conflicts of Interest**	*Chair*
	The Chair will invite members to declare any actual, potential or perceived conflicts of interest relating to matters on the agenda.	
51.2	**Notice of Meeting Confirmation**	*Chair*
	The Chair will confirm that the Notice of Meeting was issued to all members entitled to receive notice, within the required statutory timeframe and in accordance with the *Corporations Act 2001 (Cth)* and Clause 11.3.2 of the Constitution. The Chair will also confirm that the Notice of Meeting included the required information regarding meeting participation, voting procedures and any proposed special resolutions.	
51.3	**Attendance and Confirmation of Quorum**	*Chair*
	The Chair will confirm attendance, verify the voting eligibility of members and declare whether the quorum requirements under Clause 11.3.5 of the Constitution have been satisfied. Attendance via Microsoft Teams will be recognised for quorum and voting purposes in accordance with Clause 11.3.3 of the Constitution, subject to the applicable requirements of the Corporations Act 2001 (Cth).	
51.4	**Apologies**	*Chair*
	The Chair will acknowledge and note any apologies received from members unable to attend the meeting.	

51.5	**Proxies**	*Chair*
	The Chair will confirm that all proxy appointments have been received within the required timeframe and verified in accordance with the Corporations Act 2001 (Cth) and the Constitution. The Chair will also confirm the number of valid proxy appointments received and their associated voting entitlements.	
51.6	**Minutes of Previous Annual General Meeting**	*Chair*
	The minutes of the 50th Annual General Meeting held on 26 November 2025, having been circulated to members, will be presented for confirmation. **Recommendation:** That the minutes of the 50th Annual General Meeting held on 26 November 2025 be confirmed as a true and accurate record of the meeting.	
51.7	**Business Arising from Previous Meeting**	*Chair*
	There are no matters arising from the previous Annual General Meeting requiring consideration.	
51.8	**Annual Report 2025-2026**	*Chair*
	The Chair will present the Annual Report on the activities and performance of RIMPA Global for the financial year ended 30 June 2026. **Recommendation:** That members receive and note the Annual Report for the financial year ended 30 June 2026.	
51.9	**Financial Report 2025-2026**	*Chair*
	The Financial Report for the financial year ended 30 June 2026 will be presented to members for consideration. **Recommendation:** That members receive and note the Financial Report for the financial year ended 30 June 2026.	
51.10	**Confirmation of External Auditor**	*Chair*
	The Chair will confirm the continuing appointment of Byrne & Miller as RIMPA Global's external auditor for the 2026–2027 financial year, subject to confirmation that the existing appointment remains valid under the Corporations Act 2001 (Cth). **Recommendation:** That members note the continuing appointment of Byrne & Miller as RIMPA Global's external auditor for the 2026–2027 financial year.	
51.11	**Confirmation of Constitutional Amendments**	*Chair*
	Members will be presented with the outcome of the vote on constitutional amendments conducted in May 2026, including confirmation of the voting results and the status of the amendments. 1. Revised Director Term Structure (Clause 12.7) 85.71% voted in favour 2. Inclusion of Transition Clause (Clause 12.7.1) 82.65% voted in favour Summary of the amendments: • Initial Term: Three (3) years • Subsequent Terms: Up to two (2) additional terms of two (2) years each	

	• Maximum Tenure: Increased from six (6) years to seven (7) years • Term Alignment: All terms aligned to calendar years • Transition (Current Directors): All current Directors may serve up to a maximum of seven (7) consecutive years from their original appointment or election date, regardless of prior terms served. **Recommendation:** That members note the outcome of the vote on constitutional amendments conducted in May 2026 and acknowledge the resulting amendments to the Constitution; the amendments were validly approved in accordance with the Corporations Act 2001 (Cth) and the Constitution.	
51.12	**Declaration of Company Board Directors**	*Chair*
	The Chair will formally announce the RIMPA Global Board of Directors for the forthcoming year commencing 1 January 2027. The following Directors will be declared:	
	Meryl Bourke CSRIM CRIM (Life) Julie Carpenter CXRIM CRIM Christopher Colwell CXRIM FRIM (Life) Hunter Heath Thomas Kaufhold CSRIM CRIM (Life)	Bonita Kennedy CERIM ARIM (Life) Jeremy Manford Matt O'Mara CXRIM FRIM Nancy Taia CXRIM CRIM (Life)
51.13	**Declaration of Board Executive**	*Chair*
	The Chair will formally announce the Executive Board Committee for the forthcoming year commencing 1 January 2027. The following Directors will be declared: **Chair** Bonita Kennedy CERIM ARIM (Life) **Vice Chair** Jeremy Manford **Executive Director** Nancy Taia CXRIM CRIM (Life)	
51.14	**Close of Meeting**	*Chair*
	The Chair will thank members for their attendance and participation and formally declare the Annual General Meeting closed.	