



**SIMULATION AUSTRALIA LTD ANNUAL GENERAL MEETING
17th September 2010**

Date/Time: Friday 17th September 2010, 1030 hrs

Venue: Googong and Bendora Room
Brindabella Conference Centre
33-35 Brindabella Circuit
Brindabella Business Park
Canberra

Present: Refer to Attachment A

1. WELCOME

The Chairman, Alan Johnson, welcomed those present to the AGM.
Refer to Attachment A for a list of attendees.

2. APOLOGIES

Refer to Attachment A for personal Apologies, and to the presentation for Board-related apologies.

3. MINUTES OF 2009 AGM

A motion was moved to accept the minutes of the SIAA 2009 AGM (moved Peter Hill; seconded Adrian Smith) – passed unanimously.

4. CHAIRMAN'S REPORT

Alan Johnson presented the Chairman's Report and Strategic Plan update, consisting of the power-point presentation "SA 2010 AGM" (attached).

He particularly thanked the Board, SimTecT Convenors, Committees and SIGs Chairs for their hard work over the year.

5. BUDGET

As the Treasurer, Peter Cantwell was unable to attend, Peter Hill presented the proposed budget for FY2010/2011 – Refer to Attachment C.

This showed a forecast loss of \$45k; well within the financial reserves of the company.

The budget as presented was accepted (motion proposed Peter Cantwell, seconded Peter Hill – carried unanimously).

6. ELECTION OF BOARD MEMBERS

The number of positions available was 8, and there were 8 nominations.

A vote by the Members was conducted for the position of Deputy-Chairman, and Philip Swadling was elected. Therefore the following nominees were elected to the Board of Simulation Australia Ltd.

There were no nominations for Treasurer – the Board may elect a Treasurer from the Board Members, or appoint an additional Board position.

Name	Organisation	Position
Mr Adrian Smith	Sydac	Chairman
Mr Philip Swadling	Thales Australia	Deputy-Chairman
Mr Nigel Chong	University of Tasmania	Member
Mr Daniel Munro	PAR Technology	Member
Dr Saeid Nahavandi	Deakin University	Member
Mr Andrew Rankin	CAE Australia	Member
Mr Andrew Smith	Laerdal	Member
Dr Marcus Watson	Queensland Health	Member

The meeting thanked Alan Johnson, the out-going Chairman, for his vision, leadership and hard work over the last five years.

7. SIG and COMMITTEE REPORTS

SIG and Committee Chairs presented reports on their activities and plans – refer to the presentation for details.

Alan Johnson outlined the Board's plans for rejuvenating SimTecT, and the Strategy Consultancy let to InQition for this. He encouraged SIGs to support SimTecT.

There was a suggestion that SA consider producing a database on the types of simulators used in Australia.

It was noted that the EM-SIG were engaging with Australasian Fire and Emergency Service Authorities Council (AFAC).

There was a suggestion that SA consider a Banking and Finance SIG.

The issue of resourcing was raised, given the greater role of the SIGs in the organisation. The CEO, when hired in February, will provide resources for undertaking actions, or assisting SIGs with managing the completion of actions.

8. OTHER BUSINESS

8.1. Appointment of the Auditor

Darshan Dhillon (the accountant who was part of Robert Mitchell & Company, and who has taken over the clients following Robert Mitchell's retirement) was re-appointed as auditor.

(motion proposed Peter Hill, seconded Peter Cantwell – carried unanimously).

8.2. SA / DIISR MoU

Daniel Munro, Chair of the Defence SIG, outlined the MOU which was being drafted for cooperation between SA's Defence SIG and DIISR's JSF ICT.

Meeting Closure

The Annual General Meeting was closed at 1230.

Alan Johnson
Chairman

Peter Hill
Secretary

Attendees:

Surname	First	Organisation
Bentley	David	DMO
Bluett	Gerry	Aurecon Management
Corcoran	Brett	Barcor Enterprises
Diver	Phil	Construction Training Centre
Garrett	Shane	Garrett Learning & Development
Hayter	Dawn	IGOR Human Science Consultancy
Hill	Peter	Simcon Services
Howden	Nick	CAE Australia
Hunter	Derek	Mining Industry Skills Centre
Jarrett	David	Daronmont
Johnson	Alan	CAE Australia
Lawrence	David	DIISR
Maxwell	Britton	DSTO
McGarity	Michael	
Mitchell	John	John Mitchell Computing
Moncrieff	Matt	Calytrix Training Systems
Moore	Dyan	Combat FX
Mulligan	Roger	DMO
Munro	Daniel	PAR Technology
Price	Pam	Raytheon Australia
Ryan	Peter	DSTO
Smith	Andrew	Laerdal
Steel	Duncan	QinetiQ
Swadling	Philip	Thales Australia
Watson	Marcus	Queensland Health
Wong	Dii	Nova Systems

Apologies:

Surname	First	Organisation
Bielenberg	Thomas	Army
Cantwell	Peter	BAE Systems
Chong	Nigel	University of Tasmania
Cole	Colin	Centre for Railway Engineering, CQ University
Flanagan	Brendan	Monash University
Hall	Michael	Raytheon Australia
Hutchinson	Deanna	InQition
Jones	David	ADM
Leigh	Elysebeth	University of Technology, Sydney
Macleod	Kenny	TMN Simulation
Nahavandi	Saeid	Deakin University
Paul	Rob	Rob Paul Training
Smith	Adrian	Sydac
Teager	John	Defence SA
Wallace	Phil	Learning Systems Analysis

Simulation Australia Board Nominations

Title	First	Last	Organisation	Position(s)	Nominated	Seconded
Mr	Adrian	Smith	Sydac	Chairman	Alan Johnson, CAE	Peter Hill, Simcon
Mr	Andrew	Rankin	CAE Australia	Deputy-Chairman Committee Person	Alan Johnson, CAE	Adrian Smith, Sydac
Mr	Philip	Swadling	Thales Australia	Deputy-Chairman Committee Person	James Kilazoglou, Thales	Tony Landers, Thales
Mr	Nigel	Chong	University of Tasmania	Committee Person	Andrew Smith, Laerdal	Glen Williams, Calvary Health Care
Mr	Daniel	Munro	PAR-Technology	Committee Person	Peter Hill, Simcon	Alan Johnson, CAE
Dr	Saeid	Nahavandi	Deakin University	Committee Person	Doug Creighton, Deakin	Tim Black, Deakin
Mr	Andrew	Smith	Laerdal	Committee Person	Marcus Watson, Queensland Health	Brian Robinson, Wellington Hospital
Dr	Marcus	Watson	Queensland Health	Committee Person	Brendan Flanagan, Monash	Peter Hill, Simcon

Budget for FY2010 / 2011

Item	FY2009/10		FY2010/11
	Actual	Budget	Budget
Net Income (after Cost of Sales)			
Subscriptions - Simulation Australia	\$6,145	\$37,065	\$131,670
Subs - ASSH for SimAus	\$4,855	\$4,005	\$22,055
Subs - ASSH for ASSH	-\$11,091	-\$8,044	\$10,972
Subs - ASSH for SSH	\$23,838	\$22,298	\$17,111
SimTecT 08	\$40,229	\$40,229	\$0
SimTecT 09	\$139,526	\$131,550	\$0
SimTecT 09 Health	\$52,785	\$39,700	\$0
SimTecT 10	-\$52,188	-\$39,350	\$65,000
SimTecT 10 Health	-\$5,654	-\$19,500	\$46,000
SimTecT 11	-\$15,600	-\$1,000	-\$80,424
SimTecT 11 Health	\$0	\$0	-\$6,000
SimTecT 12	\$0	\$0	\$0
SimTecT 12 Health	\$0	\$0	\$0
Workshops & Seminars	-\$8,670	\$1,878	\$0
Certification	-\$2,124	-\$553	-\$10,080
DoHA Project	\$0	\$0	\$0
ASSH Project Officer Funding	\$0	\$50,000	\$0
External Funding	\$0	\$0	\$90,000
Interest / Miscellaneous	\$8,026	\$4,693	\$6,829
Total Gross Profit	\$180,076	\$262,971	\$293,133

Item	FY2009/10		FY2010/11
	Actual	Budget	Budget
Development			
Simulation Australia Re-branding	\$0	\$8,000	\$0
Meeting Costs	\$3,815	\$5,945	\$12,000
Web-site / emailing	-\$11	\$2,123	\$2,127
Marketing	\$0	\$5,000	\$10,000
Travel for CEO and Thought Leaders	\$0	\$0	\$12,000
Newsletter	\$0	\$11,000	\$22,000
Best Paper & Achievement Awards	\$11,529	\$12,000	\$7,000
University Curriculum Development	\$1,930	\$0	\$0
Standards	\$0	\$6,425	\$17,480
Professional Dev - Labour	\$2,111	\$28,806	\$32,720
Professional Dev - Material	\$593	\$4,800	\$10,000
Defence SIG	\$375	\$22,000	\$7,876
Emergency Management SIG	\$1,950	\$7,500	\$1,125
Resources / Infrastructure SIG	\$1,588	\$5,600	\$1,125
Transport SIG	\$375	\$1,350	\$1,125
Economic Benefit Consultancy	\$0	\$0	\$0
History of Simulation	\$375	\$10,000	\$0
Total Development	\$24,630	\$130,549	\$136,578
Operating Expenses			
Bank and Accounting Fees	\$8,468	\$8,246	\$9,926
Insurance	\$8,015	\$7,611	\$10,000
Legal / ASIC Fees	\$13,565	\$10,000	\$4,060
Other Memberships	\$0	\$0	\$1,000
Chief Exec Officer - Full-time	\$8,975	\$0	\$47,688
Admin Officer - 2 days / week	\$0	\$0	\$0
CEOs operating travel and entertaining	\$0	\$0	\$12,000
Exec Officer - Labour - SimAus	\$39,896	\$43,125	\$24,000
Exec Officer - Material	\$1,670	\$5,342	\$800
Office - Rent	\$0	\$0	\$10,000
Office - Out-goings	\$0	\$0	\$600
Office - Consumables / Stationery	\$0	\$0	\$2,520
IT Hardware + Software	\$0	\$0	\$10,000
ASSH Project Officer	\$30,945	\$49,542	\$40,000
ASSH: Executive Officer Labour	\$1,738	\$2,699	\$1,000
ASSH: Direct Materiel	\$3,507	\$3,054	\$11,100
ASSH: SSH Coupons Bought / Used	\$19,417	\$24,446	\$17,176
ASSH: Overhead Cost Recovery	\$2,275	\$1,500	\$0
Total Expenses	\$138,470	\$155,564	\$201,870
Net Profit / (Loss)	\$16,976	-\$23,143	-\$45,315