

Annual General Meeting

Agenda Item 8

17 May 2024

Motion for Amendments to ICOM Australia Financial Year End

1. Motion

In accordance with ICOM Australia's Rules of Procedure, the following changes are adopted by the members at the 2024 AGM.

The change will come into immediate effect.

- 1.1 Ref 5 (j). " The financial year of the National Committee shall commence on **1 July** ~~January~~ and end on **30 June** ~~31 December~~ in each year."
- 1.2 The reporting year-end changes from 31 December of the calendar year to reporting year-end of 30 June.
- 1.3 The Board of Directors shall oversee the implementation of this resolution and ensure that all necessary adjustments are made to organizational policies, procedures, and systems to accommodate the change in the reporting period.

2. Information

- 2.1 ICOM Australia is governed by both the ICOM Rules of Procedure and, as it is incorporated in the ACT, by the ACT Model Rules as set out in the Associations Incorporation Regulation 1991 – Effective 01/07/2019.
- 2.2 ICOM Australia is required, like other incorporated associations, to provide an Annual Report based on the defined reporting period.
- 2.3 The current Rules of Procedure state that year-end follows a calendar year, 1 January through to 31 December.
- 2.4 The Rules of Procedure were last revised and adopted on 30 October 2018.

3. Background

- 3.1 Over the past several years, with the growth in membership the timing difference between membership receipts and payment to Paris hinders the alignment of income and expenses.
- 3.2 Payment of membership from members occurs between August and January, with the payment to Paris made at the end of April.
- 3.3 The outcome is a timing difference with the reporting of income occurring in one financial year and the recognition of expenses in the following year.

4. Issues

- 4.1 Given the continuing timing difference between income and expenses a change in the reporting period is required.
- 4.2 The process for making this change is set out Section 11 of the Rules. Amendments must be proposed and seconded by members in good standing and circulated to the membership as a special resolution at least 28 days prior to the Annual General Meeting or at a Special General Meeting. “Adoption and amendment of these Rules shall require a three-quarters majority of the members present and voting and then only if at least thirty of the members of the National Committee in good standing are present at the meeting, either personally or by proxy.” (11(d)). This will be difficult to achieve, as it faces the same hurdles outlined above. It also makes sense to change the requirements in this clause, for motions in the future.
- 4.3 The change would impact financial reporting, the AGM and the audit period. The transition period would either require a 6-month reporting period or a 18-month reporting cycle, and would be determined in consultation with the ACNC.
- 4.4 There would be minimal costs associated with making the change, potentially an additional audit and financial report if the ACNC determined that a 6 month rather than an 18 month transition is required.

5. Summary of proposed changes

5.1 Clause 5 – Finance

The Board recommends that the financial year changes to the 1 July to 30 June.

Current:

Clause Ref 5 (j). “ The financial year of the National Committee shall commence on 1 January and end on 31 December in each year.”

Proposed Change:

Clause Ref 5 (j). “ The financial year of the National Committee shall commence on 1 July and end on 30 June in each year.”