

**Board of Directors' Meeting
MINUTES
Tuesday 19 December, 2017
dwp office
5:30pm – 7.00pm**



1. Meeting Opening

Attendees: Brenton Mauriello (President)
Wayne Williams (Vice President)
M.L. Laksasubha Kridakon (Vice President)
Charles Wrightman (Vice President)
Alan Polivnick
Angus Kent
Stuart Kelly
Benjamin Krieg
Apiradee Bunyalekha
Susan Kahwati

Brendan Cunningham

Apologies: Peter Emblin (Treasurer)
Chris Larkin

a. Approval of previous meeting minutes

The Minutes of the September Board Meeting were adopted. Proposed by Alan Polivnick. Seconded by M.L. Laksasubha Kridakon.

2. Membership

A total of 344 members were noted.

The Board approved seven (7) new membership applications: Global Food Products Co., Ltd.; Crave Asia; 1D Property Co Ltd; Delight Plus Company Limited; Asset World Hotel Company Limited; EPIC Service Co., Ltd. (Thailand); Meat & Livestock Australia.

There were four (4) resignations – Simon Bevis; Expat Property Planners; Rowe Group & Proven Project Management; Rachna Khanijou.

3. Treasurer's Report

November

- Membership revenue was 46% over budget for the month and now only 3.5% below for year.
- Sundowners revenue was 30% down in November and costs slightly less, but for year sundowners ahead.
- Total operating costs down 10%
- So net for year is on target for surplus of approx 390K versus budget shortfall of 595K

Budget proposal

The Board approved the budget for 2018.

4. President's Update

- a. Brenton Mauriello reported from the AustCham ASEAN board meeting held on 7 December:

(i) AustCham ASEAN is keen to help all the AustCham ASEAN Directors be able to come for the Summit in March next year. Broadly this would entail:

- \$1200 contribution towards the AustCham Foundation Director's flights and/or accommodation. This is non-transferable.
- We will be doing an event on either the 14th or 15th March so would require your attendance at that. We will be fleshing this out in more detail but from discussion, we will scope out a large event for approx. 100-200pax
- SME conference on the Friday the 16th (we will need to ask for tickets to this)



Brenton is likely to attend as the Vice President of AustCham ASEAN.

It was asked if the Thai CEOs who are attending the summit will meet prior to the event, and if so, if AustCham Directors could attend the meeting. Brendan to follow up.

(ii) AustCham ASEAN proposing an ASEAN membership fee for companies operating through the region. Brendan to draft an email response to express our concerns on such a proposal.

b. Annual Staff Performance Bonus

Brendan Cunningham put forward a proposal to pay all office staff an annual bonus, outlining the achievements on 2017, which included an increase in membership numbers compared to 2016. The Board approved the bonus for all staff members.

Brendan also proposed pay increase for all staff members, based on their performance in 2017 and noting the importance of staff retention. The Board approved this proposal and recommended implementing an appraisal system with the final decision to be left to the discretion of the Executive Director.

5. Austrade Update

Susan Kahwati reported the following from Austrade:

- AustCham is assisting Austrade with the setting up of an Australian Pavilion at the “Asia Digital Expo” on 25-27 January, 2018 at QSCC. AustCham companies participating are: Dollarsmart; Siteminder; AMC Convergent IT; Teamscale (Auscham VN); plus two other companies Abuzz and Senetas.
- AustCham will also assist with the “PROPAK Australian Pavilion” on 13-16 June, 2018; noting Visy Packaging has already expressed interest to participate.

6. Sub-Committee Updates

a. Alumni

Next collaborative event for Alumni is planned for Tuesday 16 January – a Fireside Chat with the Australian Ambassador, Mr. Paul Robilliard. The Australian Alumni Association is taking lead, with support from AustCham’s Australian Alumni and the Australian Embassy.

Saturday 10 February is the Alumni Career Expo; AustCham’s Australian Alumni taking the lead with support from Australian Embassy and AAA.

Other events in 2018 include a Phuket event in March, Panel Discussions in March & May, and the Alumni Awards in June.

b. CSR

A total of 387,562.60 Thai Baht was raised for our charitable causes in 2017, with 350,000THB to be donated as follows:

- [Sister Joan Foundation](#) 70,000THB
- [Operation Smile](#) 70,000THB
- [Mercy Centre](#) 70,000THB

- [Born to Live](#) 70,000THB
- [The Mechai Pattana School](#) 70,000THB

On top of regular fund raising, a further 16,807THB was raised from selling of the Thai-Australian flag pins; this will be donated to Born to Live as agreed at beginning of 2017.



c. Interns

A total of 5 Interns will join AustCham member companies from the University of Canberra in January – February 2018.

AustCham 1 person (Business); Minor Hotel Group 1 person (Accounting/Finance); The Coffee Club 1 person (Accounting/Finance); Linfox 1 person (Data Science); dwp 1 person (Architecture)

d. The Great Australian Bash

Confirmed for Saturday 20th January, 2018. Event has been advertised and already 136 tickets sold.

7. Events

a. Recent and Upcoming Events

Brendan outlined upcoming events for January and February, and major events calendar for 2018.

8. AOB

It was proposed that we approach M.L. Bhuthong Thongyai to be an Advisor to the Board. His background is:

- The Thai Trade Commissioner in Sydney
- Director Entrepreneurs Development Division, Ministry of Commerce Thailand
- Australian Alumni

All agreed but Brendan to draft description for the role of an Advisor compared to the role of a Director.

Next Board Meeting: Tuesday 23 January, 2018; Weber Shandwick office, 26th floor Sathorn Square Building.