



25th ANNUAL GENERAL MEETING OF THE MENZIES MEMORIAL SCHOLARS ASSOCIATION

held at 2.50pm, 27 November 2014
Clarendon Terrace, 210 Clarendon Street, East Melbourne

MINUTES

Present

| | | |
|-------------------------------------|----------------------|---------------------|
| Dariel De Sousa (MMSA President) | Leanne Hassett | Simone O'Shea |
| Adrian McCallum (MMSA Secretary) | Anne-Maree Hill | Matthew Pase |
| Josephine Barbaro | Nicholas Huntington | Aruna Sathanapally |
| Oren Bigos | Misty Jenkins | Rohan Shekhar |
| Ricky Campbell-Allen | Nicki (Joshua) Knott | Tina Souvlis |
| Andrew Currie | Liisa Laakso | Dev Tayal |
| Fiona Dobson | Quan Lau | Premala Thiagarajan |
| Anna Gould | Simon Maddocks | Patrick Wall |
| | Sharon Oberstein | Stephanie Ward |
| | Robyn O'Hehir | Alexandra West |

1.0 Welcome and Apologies

The President, Dariel De Sousa, and the Secretary/Treasurer, Adrian McCallum welcomed those attending the 25th meeting of the MMSA. Pertinent documents available for perusal were briefly presented.

Apologies were received as listed on the attachment.

2.0 Minutes of the previous meeting held on 21 November 2013

The minutes of the previous meeting were distributed prior to the meeting and were available for reading at the meeting.

Motion: That the minutes of the previous meeting be approved.

Moved: Liisa Laakso

Seconded: Sharon Oberstein

3.0 MMSA Membership: Admission to the Register of Members

The following people were congratulated on their recent award of a Menzies Scholarship and are to be added to the Register of Members as Associate Members:

| | |
|---------------|---|
| Amy Chandran | Harvard (Public Policy), 2014 |
| Simon Malian | Harvard (Computational Science & Engineering), 2014 |
| Angela Winkle | Harvard (MBA), 2014 |

| | |
|------------------|--|
| Sharon Oberstein | Allied Health Sciences (Optometry), 2015 |
| Anna Gould | Engineering, 2015 |
| Quan Lau | Engineering, 2015 |
| Andrew Currie | Law, 2015 |
| Patrick Wall | International Law, 2015 |

4.0 MMSA Strategic Planning Process

4.1 MMSA Strategic Plan 2014-2015

Dariel De Sousa outlined the development of the MMSA Strategic Plan for 2014/2015 and briefly described the key long, medium and short-term initiatives. These initiatives included the development of a revised Foundation website with a dedicated MMSA webpage, the MMSA Mentoring Framework and the Menzies Legal Sector Alliance for Academic Excellence and Thought Leadership. Dariel De Sousa advised on the envisaged timeframes for completion of the initiatives within the MMSA Strategic Plan based on progress to date.

A question was raised regarding the strategic intent underlying the Strategic Plan and, in particular, whether fundraising among MMSA members was an important objective. Dariel De Sousa emphasised that during the current phase of the MMSA's strategic planning process, the emphasis was on engagement among the scholars, not fundraising. Simon Maddocks reflected on the formation of the MMSA and reinforced the desire for engagement with alumni. It was acknowledged that increased engagement may one day provide the opportunity for additional fundraising.

4.2 MMSA Implementation Plans

Dariel De Sousa noted that Implementation Plans have been prepared for the key MMSA strategic initiatives.

Dariel De Sousa described the Implementation Plan that had been developed for the MMSA Communications & Online Presence. In that context, the new Foundation and MMSA website was briefly presented.

Adrian McCallum described the MMSA Mentoring Framework and the implementation process. It was noted that the MMSA Mentoring Framework would be fully operational once the MMSA webpage had been completed.

Dariel De Sousa outlined the Menzies Legal Sector Alliance for Thought Leadership & Academic Excellence and spoke briefly on the implementation process. Dariel explained how the Alliance provides a framework for Menzies law scholars to better connect and noted that, if successful in the legal sector, the model could be used for similar initiatives in other disciplines supported by the Foundation, such as for engineering.

4.3 Budget for MMSA Activities

Adrian McCallum noted that the main budgetary items for 2015 included \$7,500 to jointly support the Menzies Centenary Prize (Dimboola) with the Menzies Foundation. It was also possible that consultants would need to be engaged to assist with implementation of a number of the strategic initiatives. However, Adrian and Dariel noted that, to the extent possible, the MMSA Committee would undertake the activities reflected in the Strategic Plan to help preserve the MMSA's funds. It is anticipated that these funds will be needed to help support MMSA activities in the future.

Adrian McCallum noted that, to date, the MMSA had relied heavily upon the Foundation for funding of MMSA events, including the MMSA AGM and associated functions, communications/online presence and implementation of other aspects of the MMSA Strategic Plan. It was suggested that the MMSA could progressively contribute more to fund these initiatives.

4.4 MMSA Expenditure Principles

Adrian McCallum presented the MMSA Expenditure Principles that were drafted earlier in the year and noted that they were available for perusal by all members. There were no objections to the Expenditure Principles.

4.5 MMSA Mentoring Guidelines

Adrian McCallum briefly presented the MMSA Mentoring Guidelines. He noted that they contained guidelines regarding expected practice of both mentors and mentees. MMSA members were encouraged to provide additional feedback on content before the Guidelines are finalised.

4.6 State-based chapters

Dariel De Sousa spoke about the possibility of state-based chapters for the MMSA, an idea that has been raised at previous AGMs. It was also noted that an attempt had been made to establish an MMSA chapter in Victoria as a "trial". However, this had been unsuccessful, probably because at the time the MMSA had not been clear about its objectives and the functions it could perform to help support MMSA members.

It was noted that a "champion" would be required within each State to coordinate such an initiative and it was concluded that the progression of such an initiative would not occur at this time, but that hopefully the appetite for such chapters would increase as both numbers and engagement increases.

4.7 Discipline-based communities

Dariel De Sousa spoke about the possibility of discipline-based chapters for the MMSA, an idea that has also been raised at previous AGMs. The Menzies Legal Sector Alliance for Academic Excellence and Thought Leadership would be a good opportunity to test whether this is an appropriate vehicle to establish and foster discipline-based communities amongst MMSA scholars.

5.0 New Menzies Foundation/MMSA website

5.1 Main features of MMSA portal

Dariel De Sousa used a live projection to demonstrate the main features of the members-only MMSA portal within the new Foundation website, namely:

- *Background* including MMSA Rules, current MMSA Strategic Plan, current MMSA Implementation Plans, MMSA AGM Minutes
- *MMSA news* including Menzies Brief (current and past editions) and important announcements and press coverage regarding MMSA scholars
- *MMSA Mentoring Framework* including profiles of all scholars who have agreed to be mentors and the MMSA Mentoring Guidelines

- *Job postings* including jobs posted by MMSA scholars that can be sorted by discipline and location as well as instructions on how to post a job, and how to search for a job
- *MMSA events* including details of the MMSA AGM and annual event and any other events organised by/for MMSA members

5.2 Use of MMSA portal

Daniel De Sousa stated that it was hoped that the portal would go live before the end of 2014. The success of the MMSA portal would depend upon usage by MMSA members.

5.3 Feedback on MMSA portal once site goes live

Daniel De Sousa requested that alumni engage with the new portal once it goes live and provide feedback to the MMSA Committee.

The use of the MMSA portal as a forum for jobs was briefly discussed, as was the possibility of auto-notification should a job of interest be posted. Such functionality is yet to be implemented. It was further discussed that pertinent jobs could be added to the emailed newsletter.

It was additionally discussed that it is improbable that alumni will repeatedly or habitually monitor the MMSA site in addition to their regular social-media platforms; thus the potential need for email or cross-platform notification or functionality.

Additional discussion on the Menzies Brief indicated that the Brief should remain brief and provide an easily digestible insight into activities being undertaken by members of the MMSA.

It was noted that a Linked In group would be established for Menzies alumni.

6.0 New-look MMSA Awards Ceremony, Scholar Presentations and Annual Dinner

6.1 Objectives of new format

Daniel De Sousa outlined the revised format of the MMSA annual get-together and noted that, to some extent, it was inevitable because of increased alumni numbers, the inability to hold a sit-down dinner for such numbers within Clarendon Terrace and the hope that attendees at the annual event would grow as engagement grows. It was explained that the new format was designed to encourage greater engagement from alumni.

6.2 Ideas for future annual events

Adrian McCallum sought feedback from attendees regarding additional ideas for future MMSA annual events. Various ideas were raised, such as invitation of guest speakers, not necessarily from within arenas typically supported by the Menzies Foundation (such as the arts), and that functions should preferably be 'short and sharp'.

The fresh new format was generally welcomed by attendees. It was suggested that the existing format be retained for a year or two before any additional changes were made.

Suggestions were made that new artists, musicians or comedians could possibly headline future events, making it an enjoyable and desirable event that would encourage alumni to attend, especially from interstate.

It was discussed that future annual events may not necessarily be held in Melbourne because of the concentration of members of the MMSA in other cities. The opportunity for holding MMSA events in other cities would be explored.

7.0 MMSA Contact/Networking List

7.1 Objective of list

Adrian McCallum re-emphasised the need for the MMSA Contact/Networking List to facilitate increased communication and thus engagement between MMSA scholars.

7.2 Privacy consent release form

Adrian McCallum encouraged all alumni to complete a privacy consent release form, which had been previously circulated to scholars. This would avoid the need for communications between scholars to go through the Foundation Secretariat.

8.0 Menzies Centenary Prize (Dimboola)

8.1 Presentation of Prize for 2014

Dariel De Sousa thanked Fiona Dobson for agreeing to travel to the Dimboola Memorial Secondary College this year to present the Menzies Centenary Prize to Ms Mikayla Riley. The \$10,000 Prize is awarded to a Year 12 student towards costs for the first and second years of tertiary study. Dariel noted that Fiona would be accompanied by Sarah Hardy, the Foundation's CEO.

8.2 Volunteer needed for 2015

Dariel De Sousa noted that previous presenters of the Menzies Centenary Prize had emphasised how rewarding going to Dimboola and presenting the prize had been. Dariel thanked previous presenters and asked for MMSA members to consider whether they would be willing to present the prize in 2015.

9.0 MMSA Financial Statements

Adrian McCallum briefly outlined the current state of the MMSA bank account and noted the limited debits and credits. Alumni were advised that additional scrutiny of the bank details was available as desired.

| 1 Nov to 31 Oct | INCOME | | | EXPENDITURE | | | FUNDS AVAILABLE |
|--|-------------------|--------------------|-----------------|-------------------|----------------------|----------------------|--------------------|
| | MMSA Donations | Interest Income | TOTAL INCOME | MCP (Dimboola) | Other Expenditure | TOTAL EXPENDITURE | |
| 2013 | \$10,620 | \$1,620 | \$12,240 | (\$5,000) | (1,632) | (\$6,632) | \$60,441 |
| 2014 | \$10,110 | \$1,533 | \$11,643 | (\$5,000) | (0) | (\$5,000) | |
| Balance at Bank 31 October 2014 | | | | | | | \$67,084 |
| Less FORWARD COMMITMENTS for MCP in 2015 (3 @ \$2,500 each = Haines yr 2; Riley yr 2; new 2015 yr 1) | | | | | | (\$7,500) | \$59,584 |

10.0 Election of Office Bearer

Dariel De Sousa advised that Adrian McCallum was resigning as Secretary/Treasurer of the MMSA because of uncertainty with respect to his work and geographical location. Dariel gave a vote of thanks to Adrian and, after calling for nominations to succeed Adrian, Josephine Barbaro was elected unopposed as the new Secretary/Treasurer of the MMSA for 2015.

Motion: That Josephine Barbaro be appointed as Secretary/Treasurer of the MMSA for 2015.

Moved: Dariel De Sousa Seconded: Anne-Maree Hill

11.0 Other Business

Dariel De Sousa advised that the term of appointments to the MMSA committee would now change so that the positions of President and Secretary would be held for only one year, not two. This would help to expose more scholars to the work of the Foundation and to drive greater engagement among MMSA scholars.

Liisa Laakso asked which initiatives referred to in the MMSA Strategic Plan remained to be implemented. Dariel De Sousa replied that the majority of initiatives had been completed or were in train. The primary initiative still requiring work is the Menzies Awards for Excellence, which could involve an annual awards ceremony at which members of the MMSA and/or their peers could be recognised for excellence in the various fields supported by the Foundation. A sub-committee to investigate the development of this initiative will be formed in 2015.

CEO of the Menzies Foundation, Sarah Hardy, gave a brief to members of the MMSA audience on the recent establishment of the Menzies Health Institute Queensland, in collaboration with Griffith University, Gold Coast. The intent of the Institute is to grow partnerships and initiatives in Allied Health. Sarah noted that this successful collaboration was the result of six to seven years work by previous members of the Foundation and MMSA. In particular Liisa Laakso and Simon Maddocks were thanked for their contributions to this initiative. Simon Maddocks outlined additional history on the initiative.

The meeting closed at 4:00 pm.

Apologies were received from:

Terrey Arcus
Andrew Beech
Sarah-Jane Dawson
Albert Dinelli
Marie Estcourt
Jane Galvin
Belinda Gibson
Simon Hannaford
Will Heath
Dominique Hogan-Doran
Justin Hogan-Doran
Gail Hubble
Errol Katz
Julia Keating (Smith)
Susan Kenny

Patrick Ky
Marie Ludlow
David Morgan
Helen Nugent
John O'Neill
Susanna Park
Peter Parsons
Bill Rawlinson
Anina Rich
David Scrimgeour
David Thomas
Jamie Vandenberg
Stefanie Wilkins
Frances Williams
Zhichao Wu