

NOTICE OF ANNUAL GENERAL MEETING (AMENDED 18/10/21)

The Annual General Meeting of the Australasian Institute of Judicial Administration Inc. will be held on Saturday 23 October 2021 at 10 A.M. Australian Eastern Daylight Time (AEDT).

This meeting will be held online via Microsoft Teams*.

If you wish to attend the meeting please register by 12 noon on Friday 22 October 2021 [using this form](#) so that you may be sent a link to the meeting.

Agenda for Annual General Meeting

- Item 1. Apologies
- Item 2. Confirmation of the Minutes of the Annual General Meeting held virtually, via Microsoft Teams on Thursday 12 November 2020 at 4.30 p.m. Australian Eastern Daylight Time (AEDT). ([download from this link](#))
- Item 3. Business Arising from the Minutes of the Previous Meeting
- Item 4. President's Report and AIJA Award for Excellence
- Item 5. Report on Membership
- Item 6. [Annual Financial Report](#)
- Item 7. Appointment of Auditor
- Item 8. Appointment of Public Officer
- Item 9. Vote of Thanks to Retiring Council Members
- Item 10. Election of Council Members

The following is a list of Council vacancies to be filled by election at the Annual General Meeting, for a term of three years to 2024:

CATEGORY	VACANCIES	RETIRING COUNCIL MEMBERS
Judicial Members	4	The Hon Justice Peter Applegarth AM The Hon Justice Malcolm Blue His Honour Judge Grant Riethmuller The Hon Justice Julie Ward
Professional Members	3	Mr Anthony McAvoy SC Ms Suzan Cox OAM QC** Ms Belinda Randell
Members in Government Service	1	Mr Iain Anderson
Court Administrator Members	2	Mr Carl Crafar Mr Christopher Cox***

* Section 70AA Associations Incorporation Act 1991 (ACT) General meetings—procedure during COVID-19 emergency.

** As Ms Cox retired earlier than the conclusion of her term, this position will be for a period of one year, to 2022.

*** Mr Cox was appointed to a casual vacancy until the 2021 AGM and is eligible for election.

Retiring members of Council are eligible for re-election.

Written nominations signed by the member may be sent to the Executive Director, AIJA, Level 12, 170 Phillip Street Sydney or by e-mail alison.macdonald@aija.org.au so that they are received no later than 5 p.m. on 16 October 2021. Nominations may also be made at the meeting.

Item 11. Location of next Annual General Meeting

Item 12. Special business

The meeting will consider the following special resolutions to amend the Rules of the Australasian Institute of Judicial Administration.

The intention of these amendments is to:

1. *Update the names, where relevant, of the bodies mentioned under 'Objective B' of the Rules.*
2. *Specify the number of members required for a quorum for a meeting of the Indigenous Justice Committee, being three, in line with the specified quorums for other AIJA standing committees (Rule 12(6)).*
3. *Add the category: Any person holding appointment to an office in a court or tribunal, including a Judicial Registrar, Registrar or Admiralty Marshal, to the list of those eligible for membership of the AIJA under rule 17(1).*

Special Resolution 1: That the text of paragraph (ii)(b) under the heading *Strategies*, in clause B (Objective), be amended as follows:

“(b) Co-operate with bodies representing such persons including in particular:

~~The Judicial Conference of Australia;~~ Australian Judicial Officers Association;

~~The~~ Law Council of Australia;

~~The Board~~ Council of New Zealand Law Society;

~~The Committee~~ Council of Australian Law Deans; and

~~The~~ Committee of New Zealand Law Deans.”

Special Resolution 2: That Rule 12(6) be amended as follows:

“Three members of the Membership and Communications Committee, the Education Committee, ~~and~~ the Research Committee and the Indigenous Justice Committee shall form a quorum.”

Special Resolution 3: That Rule 17(1) be amended as follows:

- “(1) The following persons, associations or corporations within Australia, New Zealand, Papua New Guinea or any other country shall be eligible to become members of the AIJA -
- (a) The Law Council of Australia and its constituent bodies;
 - (b) Any law society, association or corporation representing the legal profession;
 - (c) Any person holding judicial office;
 - (d) Any person holding appointment to an office in a court or tribunal, including a Judicial Registrar, Registrar or Admiralty Marshal;
 - ~~(d)~~(e) Any person who is a graduate in law or jurisprudence of a university or other tertiary institution in Australia, New Zealand, Papua New Guinea or any other country;
 - ~~(e)~~(f) Any person who is entitled to practise the profession of law in any part of Australia, New Zealand, Papua New Guinea or any other country including a lawyer in government service;
 - ~~(f)~~(g) Any member of the teaching or research staff of a Department, Faculty or School of Law at a university or other tertiary institution or of a College of Law, Legal Workshop or institution providing post-graduate training in the law or legal practice;
 - ~~(g)~~(h) Any member of, or any member of the research staff of, a law reform agency or institute or school of criminology;
 - ~~(h)~~(i) Any Court Administrator;
 - ~~(i)~~(j) Any Managing Clerk, Articled Law Clerk, Law Clerk, Clerk of Court, Clerk of Petty Sessions or Clerk of a Local Council;
 - ~~(j)~~(k) Any member, whether legally qualified or not, of a tribunal established by Statute that has a dispute resolution function;
 - ~~(k)~~(l) Any person, association or corporation of a class the members of which the Council decides should be eligible for membership;
 - ~~(l)~~(m) Any Court librarian or Legal librarian;
 - ~~(m)~~(n) Any person, association or corporation, whether eligible under the preceding paragraphs of this sub-rule to become a member or not, whom the Council decides to admit to membership;

- (n)(o) Any organisation responsible for the administration of legal aid;
- (e)(p) Any person with a bona fide interest in judicial administration.”

Item 13. General Business

If you are unable to attend the Annual General Meeting online, you may wish to give a written proxy to another member attending to vote on your behalf; please provide the name of your proxy [using this form](#) by 12 noon on Friday 22 October 2021.

If you have any questions please contact the Executive Director, Alison MacDonald via email at alison.macdonald@aija.org.au



Alison MacDonald
AIJA Executive Director

Dated: 1 October 2021