

APVI AGM 2019

Rex Hotel, Canberra, ACT

4th December 2019

Attendees

Members:

Name	Affiliation
1. Ken Guthrie	Sustainable Energy Transformation
2. Renate Egan	Solinno Pty Ltd
3. Steve Blume	NoCarbon Pty Ltd
4. Chris Fell	CSIRO
5. Anna Bruce	UNSW
6. Muriel Watt	ITP Renewables Pty Ltd
7. Richard Corkish	UNSW and ACAP
8. Rob Passey	UNSW/COREM/ITP
9. Pete Gorton	Consultant
10. Mike Roberts	UNSW
11. Nathan Chang	Solinno P/L
12. Trevor Lee	Exemplary Energy P/L
13. Naomi Stringer	UNSW
14. Iain Macgill	UNSW
15. Jonathon Yates	UNSW
16. Angela Begg	UNSW
17. Bruce Ho	UNSW
18. Annie Ngo	ITP Renewables
19. James Petesic	PV Industries Pty Ltd
20. Timothy Dawson	PV Industries Pty Ltd

Non-members:

Roger Dargaville, Monash
Lachlan McKeid, Univ Melbourne
Dylan McConnel, Univ Melbourne
Sharon Young, NSW Govt
Alison Abrahams, Conference Organiser

Apologies

Olivia Coldrey	Director APVI
Oliver Woldring	Director APVI
Linda Koschier	Secretary APVI

The meeting commenced at 5:10pm, with Renate Egan as Chair.

Notes taken by James Petesic, PV Industries.

Document Folder

The AGM Documents including presentation, financials, Director nominations are available in drop box:

https://www.dropbox.com/sh/uk6l5m6acyg50kl/AADLIZSkwS9gXU_xJB876Y-Ma?dl=0.

Previous Minutes

The minutes from the 2018 AGM were tabled, available in the dropbox

Matters Arising

- No matters arising

Chair's Report

The Chair presented 2019 report. The report is embedded herein.

Following is a summary:

SUMMARY 2019 ACTIVITIES

Projects (Lead)

- Roll-out of Solar Potential Tool (NSW Councils)
 - ACT government
 - NSW government
- IEA representation (through to end 2022)
- Annual Solar Research Conference

Projects (Participant)

- Real-time operational PV simulations for distribution network service providers with ANU ([Nic Engerer](#))
- Global Linkages: Advanced Manufacturing: Si with Hydrogenation (UNSW)
- [SunSpot](#) – [SolCast](#) and Solar Analytics

Media

Many (see next)

Submission and Representations

- Sustainability Victoria (Recycling)
- NSW [Govt](#) (Recycling)
- GECA Solar Technical Advisory Group, Solar PV Panel Standard

Presentations (eg)

- Renewable Cities
- Smart Energy Council (May)
- Solar Research Conference (Dec, Sydney)



PVPS Tasks and Research projects

IEA PVPS and SHC are growing and thriving with support from ARENA

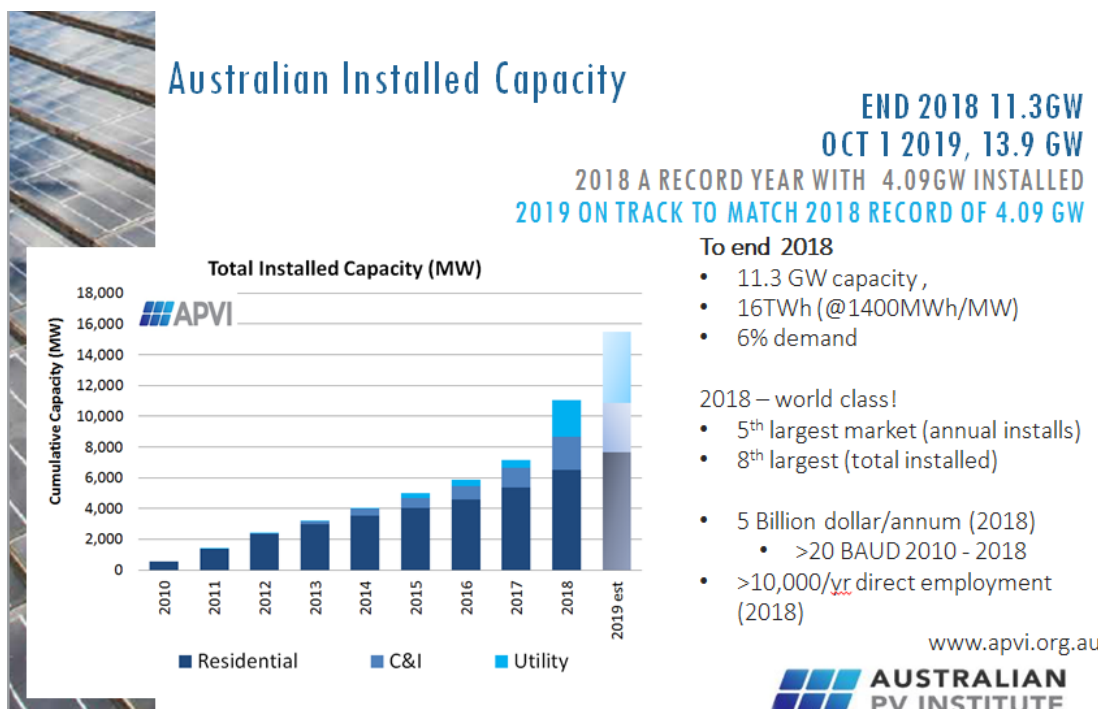
IEA PARTICIPATION PVPS & SHC

✓ APVI funded by ARENA to continue support for APVI engagement in PVPS and SHC through to 2022

- ✓ Strong growth in participation as a result, with a number of new experts appointed
- ✓ PV in Australia Report
 - Snapshot report (April 2019) – press in Renew Economy
 - PV in Australia report published (Aug 2019)
 - Trends in PV report (due in the next few weeks)
 - Australia now leading Task 18 (Off Grid and Edge of Grid Solar) – with Chris Martels (of GSES) as Operating Agent
 - Australia now sub-Task lead in Task 15 (BIPV) with Rebecca Yang of RMIT
 - And contemplating co-operating agent for Task 12 (Recycling) with Jose Bilbao of UNSW

The Solar Map remains a key project for the APVI and is widely accessed, cited and acknowledged.

The Chair presented a market update, based on Solar Mapping Tools statistics and summarized in the following:



Reports, Submissions and Presentations

- Sustainability Victoria, Module Recycling & Product Stewardship 2019

- NSW Govt Recycling (Dec 2019)
- GECA Solar Technical Advisory Group, Solar PV Panel Standard
- Australia's Clean Tech Future (Manly, April 2019)
- Solar Citizen, Solar Potentials, (Penrith, Feb 2019)

Partnerships

Partnerships have evolved since last year

- Climate council media remains strong
- Solar Citizens – growing with engagement on solar potential
- Solcast – Canberra based start up- working to include forecasting on Solar Mapping Tools
- Solar Analytics – providing data for the Solar Mapping Tools
- ACT Government – Supporting the Smart Cities and Suburbs, SunSPoT project
- NSW Government – Supporting the Smart Cities and Suburbs, SunSPoT project

KEY CHALLENGES

Maintaining Profile

- Through collaboration, partnerships, projects and conference

Delivering Membership Value

- OFI – engagement with membership

Funding

- Stable

Resourcing

- Improving with increased project funding

Business Development

- stable
- Could do better in policy and submissions – plans to seek funding for policy/submissions
- Could do better in communications – plans to engage comms role



Discussion

The meeting discussed membership declines and the need to increase engagement and demonstrate value.

Plans include (i) improved comms, (ii) leveraging the SunSPoT project for engaging with councils (iii) build on relationships with large corporate members

Suggestion from PV Industries to create a Govt Partners Membership, to target their participation.

The Chair's report was accepted.

(Moved Richard Corkish, seconded Ken Guthrie)

Treasurer's Report

The Treasurer's report was presented (see appendix)

Following is a summary of remarks made by the Treasurer and ensuing discussion:

Current Financial Year

- Rob Passey presented financials.
- Reported profit in FY 18/19 and small amount of tax payable.
- Project finances were presented. All money is allocated, most in consultancy paid as research contracts to research institutions. There is approx \$0.8M project funds under management.
- Cash reserves exceed 85k at EOFY

Questions

- Project funds are all only paid out after receipt of project cash. No risk to APVI.
- Conference funding is run as a project. The conference runs a small profit each year with reducing support from ARENA. 2019 is the last year for funding under the current agreement.

The Treasurer's report was accepted.

(Moved Anna Bruce, seconded Steve Blume)

Appointment of auditor

WC Accountants proposed as auditors.

Moved Rob Passey, seconded Pete Gorton

Election of Board and Office Bearers

Directors are in place for a 2 year term, unless they retire or for a max three terms.

ELECTION OF 2020 BOARD AND NOMINATION OF OFFICE BEARERS

- The current APVI Board consists of

Olivia [Coldrey](#), Renate Egan, Chris Fell, Oliver [Woldring](#), Mike Roberts, Annie Ngo

- **Retiring:** Renate Egan, Oliver [Woldring](#) plus one vacancy

- Renate Egan and Oliver [Woldring](#) have served 6 years- no longer eligible for re-election

- **Nominations:** Ken Guthrie, SET and Linda [Koschier](#), Individual

- **2020 Election of Board**

- Chair and Executive Committee positions (current holder indicated in brackets)

Chair (Renate Egan), Secretary (Linda [Koschier](#)),

Treasurer (Rob [Passey](#)), Public Officer (Igor [Skyrabin](#))

- To be confirmed by the Directors at this, or the next Board Meeting



In 2017, the board resolved to increase to number of Directors to seven

- Renate Egan and Oliver Woldring retire and having served three consecutive terms are not eligible for re-election.
- The Board and members thank Oliver and Renate for their service, wish them well and look forward to their ongoing contributions as active members
- Ken Guthrie and Linda Koschier have been nominated. Their profiles are provided in the dropbox (see link above)
- With same number of nominations as positions available those nominated (Guthrie and Koschier) are deemed to be elected

Other Business

Constitution

- The meeting discussed the relationship between the Board and the Executive Committee and how it is defined in the Constitution.

DEFINITIONS AND CLARITY

The Constitution allows for the following roles

Board

- Coldrey, Egan, Fell, Ngo, Roberts, Woldring

Executive Committee

- Chair, Treasurer, Secretary, Public Officer
- Egan, Passey, Koschier, Skyrabin

Chief Executive Officer/ Executive Directors

Historically the 'Chair' of the Board has been the 'Chair' of the Executive Committee
The Constitution lacks clarity - with 'chair' used for both chair of the board and of the ExCo.
The Board is reviewing the Constitution and will revert to the membership in due course.



- The meeting discussed the role(s) of Chair, Board and Executive Committee and recommended that the Chair of the Board also be the Chair of the Executive Committee.
- The meeting discussed the nomination and appointment process and term of the Executive Committee and recommended that the Board continue to appoint the Executive Committee and not fix the term.
- The board is currently reviewing the Constitution and will revert to the membership in due course.

Subscription fees

- No change in fees at end 2019
- Steve Blume suggested to establish a regular annual increment. Deferred to Board for consideration.

Future Events

- 2020 APSRC will be held in Melbourne Nov 30-Dec 2, in combination with ISES 50 Year Event (Dec 2-4).
- 2021 APSRC will be held in Sydney in combination with PVSEC 12-17 December

Meeting closed at 6:05

Operating Costs Historical

APVI Operational Profit & Loss July 2009 to June 2019

Incomings (ex GST)	Jun-10	Jun-11	Jun-12	Jun-13	Jun-14	Jun-15	Jun-16	Jun-17	Jun-18	Jun-19
Memberships	53,528	83,000	83,267	53,300	41,046	40,437	43,550	36,926	37,933	35,168
Interest	3,269	3,850	1,950	1,200	1,609	2,602	1,264	891	2,245	2,155
Other	-	-	3,190	685	9,535	1,400	-	-	-	1,818
Projects (income generating)			5,500	48,000	4,000	46,270	73,806	-	-	-
Total	56,797	86,850	93,907	103,185	56,190	90,709	118,620	37,817	40,178	39,142
Outgoings (ex GST)										
Workshops & meetings	2,597	2,442	818	-	5,117	2,895	552	-	-	-
Website	1,403	7,100	7,063	7,100	16,070	998	505	602	301	489.78
Insurance	2,200	2,220	2,321	2,350	2,277	2,418	2,382	2,334	2,550	2761.54
Audit & tax return	3,800	3,100	3,100	4,300	3,800	3,200	4,930	4,190	3,650	5125
Bank fees	120	86	67	200	218	106	20	140	-	77
Chair's salary	17,666	23,000	35,417	21,000	2,083	-	-	-	-	-
Accounting/bookkeeping						1,442	2,417	810	1,707	1324.55
Consultancy salary		13,000	4,000	13,500	7,750	2,583	4,527	14,582	10,417	17,904
Projects (income generating)		13,500	35,144	20,500	5,013	42,576	76,875	21,623	-	-
Media/communications		6,200	-	20,750	20,873	-	-	-	-	-
Expenses	4,844	8,000	14,716	9,650	10,537	2,237	1,813	944	500	475
Miscellaneous	3,150	4,500	939	17,675	1,519	1,643	764	1,149	348	-
Total	33,183	83,148	103,585	117,025	75,257	60,098	94,785	46,375	19,473	28,157
Total each year (ex GST)	23,614	3,702	(9,678)	(13,840)	(19,067)	30,612	23,835	(8,558)	20,706	10,985

Summary Project Financials

Australian PV Institute Limited

ABN: 91 008 005 190

Statement of Profit or Loss

For the Year Ended 30 June 2019

	2019	2018
	\$	\$
Income		
Interest Received	2,155	2,245
Other income	6,398	2,334
Project Funding	792,355	443,389
Consultancy	46,299	23,300
Project Partner	35,000	32,500
Memberships	32,748	31,803
Registrations	107,027	83,015
	<u>1,021,984</u>	<u>618,595</u>
Less Expenditure		
Accounting fees	(8,145)	(7,056)
Bad Debts Written Off	(5,000)	-
Bank Charges	(77)	(460)
Conference Expenses	(67,105)	(73,679)
Project Expenses	(780,405)	(387,321)
Insurance	(2,762)	(2,542)
Media & Communications	(117,364)	(77,988)
Registration Fees	(3,271)	(2,953)
Other expenses	(31,050)	(35,929)
	<u>(995,177)</u>	<u>(567,929)</u>
Profit before income taxes	26,806	50,666
Income tax expense	-	(2,515)
	<u>26,806</u>	<u>48,141</u>
Profit from continuing operations	26,806	48,141
Profit for the year	26,806	48,141

Note 'Consultancy salary' is monies paid to research institutions under contract
[Apologies for the quality – better resolution can be found in the dropbox]