



APVI Annual General Meeting 2020

7th Dec 2020 10:00-11:00am AEDT (9:30am Adelaide) (7:00am Perth)

By Zoom

Attendees

Members in attendance

1. Chris Fell, CSIRO
2. Mike Roberts, UNSW
3. Rob Passey, UNSW/ITP Renewables
4. Ken Guthrie, Sustainable Energy Transformation
5. Alison Dunbar, Dunbar Conferencing
6. Glen Ryan, Sunovate
7. Linda Koschier, Epho
8. Muriel Watt, Australian PV Consulting/ITP Renewables
9. Nathan Chang, Solinno
10. Renate Egan, UNSW
11. Annie Ngo, ITP Renewables

The meeting commenced at 10:05am AEDT with Chris Fell as Chair and notes taken by Annie Ngo. There were no apologies and recording of the meeting was consented.

Previous Minutes

The minutes from the 2019 AGM minutes were noted as available in dropbox, previously shared as a draft in March, and confirmed as a true and accurate account (Moved by Rob Passey and seconded by Ken Guthrie).

Chair's Report

The Chair presented the 2020 report (refer Appendix 1).

Members discussed the newsletter as a valuable communication medium that provided members with more detailed information than social media could. The Chair's Report was accepted (Moved by Ken Guthrie and seconded by Rob Passey)

Treasurer's Report

The Treasurer's report was presented (refer Appendix 2). The following is a summary of remarks made by the Treasurer and ensuing discussion:

- Net result of \$8k loss – due to loss of large organisations and several small ones as members.
- Despite this, Treasurer's view is the value to members has never been higher.
- Treasurer noted results are for operating accounts only, and exclude the project accounts.
- Treasurer observed in the audited statements the line item on income tax is an error, due to most income being non-taxable.
- Insurance costs have increased due to higher project revenue. Treasurer is making enquiries into ways to cover next year's insurance cost but it was noted that can be recoverable as admin charges from some projects.

The Treasurer's Report was accepted (Moved by Renate Egan, seconded by Ken Guthrie pending resolution of income tax result).

Appointment of auditor

WC Accountants proposed to continue as auditors. Moved by Rob Passey, seconded by Ken Guthrie.

Voting by poll

The vote on Board re-election and the constitution were done by Zoom poll instigated by the Chair with one vote by per member managed simply through a discussion at the time of who would vote on behalf of the large organisations present.

Election of Board

Chris Fell, CSIRO and Annie Ngo, ITP Renewables were unanimously re-elected to the Board (7 votes in affirmative). Office bearers to be confirmed at the next Board meeting.

Special Resolution to abolish the existing constitution and replace it with a new version

The Chair recalled discussion at last AGM regarding the ongoing efforts to resolve ambiguities in the APVI constitution. A suggestion had been made to consider the template constitution from the Australian Charities and Not-for-Profits Commission, to provide the basis for a new version. This has been adapted to our needs over the past year, and the opportunity to refresh the Principal Purposes has also been taken. The new version has been shared with members in various forms for the past few

months. The motion to abolish the present Constitution and replace with new Constitution was passed with 8 votes in the affirmative.

Other business

There was no other business.

Brief overviews of 2020 activities

IEA activities. Ken Guthrie presented on active tasks under the PVPS and SHC streams. The ensuing discussion noted interest Australia wide, significant activity and the potential for media coverage to raise the profile further.

PV in Australia report. Linda Koschier presented the latest statistics and noted the slides could be shared given lack of time to present them all.

Closing Remarks

The Chair recognised the efforts of those involved in the organisation of APSRC, which was attended by ~50-60 people in Sydney, a smaller group in Melbourne and 100 people online. Renate expressed thanks to the Chair for taking on the Chair role, for his leadership and for taking the organisation in a new direction.

Meeting closed at 11:05 AEDT.

Appendix 1

AGM 2020

7 December 2020, online.



Chair's Report

- On the role of Chair in APVI
- Board meetings this year (6): 3 Feb, 9 June, 22 June, 6 July, 20 July, 23 Nov
- My personal goals for my first year as Chair of APVI (with self-assessment scores):
 1. Understand the Constitution – (9/10)
 2. Spread the workload – (7/10)
 3. Get the board working like a board (fiduciary oversight, risk prevention etc) – (5/10)
 4. Improve the (visual) image of APVI – (10/10)
 5. Identifying and communicating our value to members e.g. networking, policy submissions – (2/10)
- Goals for 2021 (if re-elected)
 1. Improve on #2, #3 and #5 above
 2. Implement some internal governance structures, e.g. delegations of authority etc

AGM 2020

7 December 2020, online.



Activities in 2020

APVI core activities

- Coordinating participation in International Energy Agency Tasks (incl. *PV in Australia* report)
- Asia-Pacific Solar Research Conference
- Solar maps (SunSpot)

Image enhancement

- New website
- Refreshed newsletters (March/April, May/June, July/Aug, Sept/Oct) – do members think these are worthwhile?
- Social media (Great results – please share our LinkedIn page)

New constitution (including refreshed Principal Purposes)

- Voting today (to be discussed later)

Event partnerships

- Energy Storage World Forum
- EU PVSEC
- ISES 50th Solar World Congress

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Activities in 2020

Support for Australian projects

- 5 projects, e.g. BOM
- 1 letter of reference

Board internal structure

- Subcommittees for: Audit/Risk, Policy, Member Value, Communications

Efficiency improvements

- Reviewed how we use; cleaned up mailing lists; added hashtags

Compliance improvements

- One member, one vote

Hosting old ANZES conference proceedings (thanks Trevor Lee)

- Underway

Strategic planning

- Explored some options

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Why are we replacing the APVI Constitution?

Simplify, clarify, modernise.

- (1) There are some parts of the old constitution that the present board simply couldn't interpret, either because they are very complex in their language, or are clear in language but ambiguous in intent. We wanted to clarify these so that present and future boards don't have to keep getting legal interpretation;
- (2) There are some parts of the old constitution that are unnecessarily prescriptive about things that don't need to be in a constitution, e.g. very specific titles and roles for the Executive. We'd prefer to optimise these roles to suit APVI's circumstances as they evolve;
- (3) We wanted to review the language around our Principal Purposes, which would have required a change to the constitution at the AGM anyway.
- (4) We wanted to allow previous directors back onto the board (after an appropriate hiatus)

After starting down the path of modifying the old document, we were introduced to the template constitution provided by the Australian Charities and Not-for-profits Commission. This was easier to understand, more flexible, less prescriptive and we felt more likely to be in line with the latest edition of the Corporations Act. Some of the changes we were making (to the old document) were becoming complex and requiring significant legal advice. At a point it became clear that a move to the new template would be a lower cost option and would also have long-term benefits. So we simply mapped the way we've always been operating across to the new template.

AGM 2020

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New Principal Purposes

The Principal Purposes for which the **company** is established are:

- I. Support the development and uptake of solar photovoltaics and related technologies with research, analysis and information;
- II. Help define regulatory and policy parameters for long-term, sustainable and cost-effective photovoltaics markets in Australia;
- III. Provide reliable and objective data on trends and opportunities in photovoltaics;
- IV. Coordinate and carry out collaborative activities that support the development and growth of photovoltaics in Australia;
- V. Provide a recognised, high-quality expertise network supporting the sustainable deployment of photovoltaics in Australia;
- VI. Develop guidelines and practices for state-of-the-art photovoltaics applications to meet the needs of Australian consumers.

Appendix 2

Treasurer's Report 2019/20

Financial operation of the APVI

Auditing

All the APVI accounts and financial transactions have been independently audited by WCA Chartered Accountants in Lismore. The audit reports have been sent to the APVI Board and are currently being reviewed before being signed off by the APVI Board and then by the auditor. Since 1 July 2014 the APVI has been using a bookkeeper and MYOB.

Financial Statement

The APVI's breakdown of income and expenses for the Operational account for each year from July 2009 to June 2020 is on the following page. It does not include projects funded by government bodies where all the funding must be spent on project-related costs, nor does it include the APSRC because income and expenditure are very 'lumpy' and each conference spans two financial years.

Also on the following page is a screenshot of the auditor's P&L for the year. This combines the 'Operational' figures reported here with the project financials.

Financial outcomes

The net result for the Operational account is a small loss of just over \$1,791 for the year 2019/20. As at 30 June 2019 the APVI had, in its Operational account, \$89,554, and as at 3 Dec 2020, had \$96,602. Note that these figures don't include GST that may be owed by or to this account.

The main changes from the previous financial year are:

- Membership is down by \$8,078, mainly due to the loss of large organisation members.
- Interest income decreased mainly because interest rates are lower.
- Website costs were about \$3,280 higher because of the development of the new APVI website.
- Insurance costs increased because the APVI had a significant increase in project-related revenue.

Rob Passey
Treasurer
Australian PV Institute
3 Dec 2020

APVI Operational Profit & Loss July 2009 to June 2020

Incomings (ex GST)	Jun-10	Jun-11	Jun-12	Jun-13	Jun-14	Jun-15	Jun-16	Jun-17	Jun-18	Jun-19	Jun-20
Memberships	53,528	83,000	83,267	53,300	41,046	40,437	43,550	36,926	37,933	35,168	27,090
Interest	3,269	3,850	1,950	1,200	1,609	2,602	1,264	891	2,245	2,155	831
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	27,921
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	3,770
Insurance	2,200	2,220	2,321	2,350	2,277	2,418	2,382	2,334	2,550	2761.54	3,484
Audit & tax return	3,800	3,100	3,100	4,300	3,800	3,200	4,930	4,190	3,650	5125	3,820
Bank fees	120	86	67	200	218	106	20	140	-	77	181
Chair's salary	17,666	23,000	35,417	21,000	2,083	-	-	-	-	-	-
Accounting/bookkeeping	-	-	-	-	-	1,442	2,417	810	1,707	1324.55	1,529
Consultancy salary	-	13,000	4,000	13,500	7,750	2,583	4,527	14,582	10,417	17,904	15,500
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	1,429
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	29,712
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	(1,791)

Australian PV Institute Limited

ABN: 91 006 005 190

Statement of Profit or Loss and Other Comprehensive Income For the Year Ended 30 June 2020

	Note	2020 \$	2019 \$
Revenue	4	681,113	1,021,984
Other Expenses		(613,953)	(995,177)
Profit before income tax		67,160	26,807
Income tax expense		(10,772)	-
Profit from continuing operations		56,388	26,807
Profit for the year		56,388	26,807
Total comprehensive income for the year		56,388	26,807