

2025 ALPMA SA ANNUAL BRANCH MEETING MINUTES



Details	Attendees																
Date: Monday, 8 September 2025 Time: 2:30 pm – 2:40pm ACDT Location: Online Via TEAMS	Present: <table><tr><td>Dayna Roberts (DR)</td><td>Chair & National Board Representative</td></tr><tr><td>Graham Jobling (GJ)</td><td>Deputy Chair & Treasurer</td></tr><tr><td>Shaun Wyn-Jones (SWJ)</td><td>Membership Ambassador</td></tr><tr><td>Jenny Seal (JS)</td><td>Partnerships Representative</td></tr><tr><td>Liam Thompson (LT)</td><td>Committee Member</td></tr><tr><td>Anna McIntyre (AM)</td><td>Committee Member</td></tr><tr><td>Andrea Coleman (AC)</td><td>Committee Member</td></tr><tr><td>Sarah-Jane Laing (SJ)</td><td>ALPMA Events Coordinator</td></tr></table> Minutes: Sarah-Jane Laing (SJ) ALPMA Events Coordinator Apologies: Anna McIntyre, Jenny Seal	Dayna Roberts (DR)	Chair & National Board Representative	Graham Jobling (GJ)	Deputy Chair & Treasurer	Shaun Wyn-Jones (SWJ)	Membership Ambassador	Jenny Seal (JS)	Partnerships Representative	Liam Thompson (LT)	Committee Member	Anna McIntyre (AM)	Committee Member	Andrea Coleman (AC)	Committee Member	Sarah-Jane Laing (SJ)	ALPMA Events Coordinator
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1. WELCOME AND APOLOGIES

- 1.1. The Chair opened the meeting at 2:30 pm, welcomed and thanked present ALPMA SA members for attending.
- 1.2. Apologies – as listed above.

2. PROXIES

NAME APPOINTED	PROXIES RECEIVED
Dayna Roberts – Chair	Jenny Seal – Johnston Withers Lawyers

3. MINUTES OF THE PREVIOUS ABM

Minutes from the SA Annual Branch Meeting held on 23rd of October 2023 were circulated and a motion was moved by the Chairperson that the minutes be accepted as a true and correct record.

- Accepted by Graham Jobling
- Seconded by Shaun Wyn-Jones

4. COMMITTEE MEMBERS

Only current members are eligible to vote at the meeting. A quorum of members is required for the ABM and is 10% of Branch members with voting rights.

To meet this requirement, 5 members must be in attendance at this ABM. With those in attendance together with proxies held, this requirement was met.

4.1. CONTINUING COMMITTEE MEMBERS

Under the constitution members only need to be re-elected every 2 years.

Members continuing on the Branch committee are:

- Graham Jobling - College of Law, South Australia
- Shaun Wyn-Jones - Estrin Saul Migration Specialists
- Jenny Seal - Johnston Withers Lawyers
- Anna McIntyre - O'Loughlins Lawyers

The quorum of members in attendance was asked there are any objections to these continuing committee members - None were made.

4.2. MEMBERS STANDING DOWN FROM THE COMMITTEE

- Bernice Witkowski - DMAW Lawyers

5. NOMINATIONS

5.1. MEMBERS RE-NOMINATING

Members at the end of their current two-year term, who are eligible and standing for re-election for a further two-year term are:

- Dayna Roberts – Commercial & Legal
- Liam Thompson - C+F Lawyers

The quorum of members in attendance was asked there are any objections to these re-nominating committee members - None were made.

5.2. MEMBERS STANDING TO FILL VACANT POSITIONS

- Rebecca Pit - Wallmans Lawyers
- Andrea Coleman - Adelta Legal (SA) Pty Ltd

The quorum of members in attendance was asked if there were any objections to these nominations - None were made.

The Chairperson moved that the nominations were accepted.

- Approved by all in attendance

With the ongoing, and renominated members, we have a total of 8.
As the Branch Charter allows for up to 10 members, no vote was necessary.
The new committee is confirmed with all 8 members.

5.3. ACKNOWLEDGEMENT OF SOUTH AUSTRALIA LIFE MEMBERS

- Emily Mortimer
- Shelley Dunstone

6. OTHER BUSINESS

- No other business was raised.

7. CLOSE

- The Chairperson called the meeting to a close at 2:35 pm.

Signed as a true and correct record.


Signed: _____
Dayna Roberts – Chair

Date: ____9.9.25__