



# **INSTITUTE OF PROFESSIONAL ENGINEERS, SAMOA**

**P O B O X 616 , A P I A , S A M O A**

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## **Minutes of the Annual General Meeting 8/05/2014**

Starting Time 6pm

### **Members Attending**

Tologata T Tuimalealiifano, Seugamaalii J Saena, Vui S Mariner, Tupai M Simanu, Tuiaopo A Ah Liki, Siaosi Golovale, Zan Westerlund, Oscar Isaia, Salevalasi M Wendt, Jason Annandale, Fuimaono A Leapai, Asiata T Salevao, Savelio Imo, Arthur Budvietas, Titi Tutuvanu Schwalger, Fuimaono D Schwalger, Leiataua T Tinai, Nixon Toremana, Leasi I Galuvao, Victor Afamasaga, Muaausa J Walter, Lui Tuisega, Namulauulu L Viali, Faina Ah Liki, Levaai Toremana, Elvin Ale

Opening Prayer was conducted by Vui

### **1. Welcome Address**

President welcomed everyone to the AGM and asked present members to take a minute of silence to remember two members who passed on during the last financial year. Afioga Melei Peseta Ufi Tone and Susuga Tainau Moefaaou Taputoa Titimaea

### **2. Minutes of 2013 Meeting**

Vui moved a motion to pass the minutes and was seconded by Leiataua

### **3. Matters Arising from 2013 Minutes**

- Arthur wanted to know about Item 7 if there was any response from the previous Executive about it. Seuga responded that there has not been one and she can discuss what she had on record and they were for 2013 and 2014
- Vui wanted to know if there has been a resolution on quorum for AGM. Register responded that there has not been any. President added that this needs to be addressed as the AGM is where important decisions are made and IPES is bounded by its Act. Tuiaopo raised concern that IPES needs to address the Act otherwise IPES will never make any progress in regards to AGMs due to not reaching quorum. Advice was requested from Jason Annandale who is also a

lawyer and he reminded IPES that the Act is more than just guidelines but the LAW. IPES needs to change legislation and find someone in cabinet who will push this through. Treasurer reminded that the quorum is 2/3 of financial members in the current year and those present in the meeting made up that number as not there were no more than 30 members who have paid at that time. So the AGM was legal.

#### **4. President's Report**

- Concern that there are too many members with **pending registrations**. They need to fill in the forms and submit to EC for proper categorisation. Many of these members are being paid by the employers and they will not be receiving their certificates until they have submitted their applications. Resolved to leave it to organisations to encourage their members to fill in the proper IPES forms.
- IPES shall move forward with the issue of tender to get a legal drafter to work on IPES Regulations. This is an urgent matter and one that has been outstanding for the past five years

#### **5. Treasurer's Report**

- Muaausa raised concern about SPEA payment not showing on the financial report, so the amount shown is not a true reflection of what is in the Bank. Treasurer responded that the SPEA invoice went to the previous president and it was not till late November that it was given to her. She was not able to process the TT in time for the funds to be transferred to SPEA before Dec 31<sup>st</sup> which is the end of financial year. However, the SPEA subs for 2013 and 2014 have now been paid and will show in this year's financial statement.
- Tuiaopo commended the effort of IPES to provide scholarships for NUS as stated in the report. It has increased from 40 to 60, he challenged IPES to raise the number to a 100.

## 6. IPES Workplan

- Only the Publicity and Awareness Committee has submitted their activities for this year
- There has been no activity or progress shown by the Regulations Committee, yet they were given an important task to do. Vui was asked as Fonoti (chairperson) was not present. Vui responded that there has been no meeting called by the chairperson. Tuiaopo suggested that it is best for Regulations subcommittee to have volunteers and he has volunteered to help out. This is an **urgent** matter with IPES.

## 7. Auditor

- Executive asked for 3 quotes to do IPES audit. The three companies asked were Betham, Isitolo Leota and Lesa ma Penn.
- Maausa wanted to know the price of the winning quote. Treasurer responded that it was \$1,200 plus VAGST.

## 8. Other Matters

- Leiatua wanted to know who our representative in SPEA was. President replied that it was Fonoti. Tuiaopo moved to have Leiatua represent IPES in SPEA this year and give him the task of obtaining a report of SPEA activities as well as funds to help IPES out. Motion seconded by Vui. AGM resolved to have Leiatua represent IPES
- Seuga moved to appoint Leasi as the chairperson of the Social Committee to replace the late Tainau. Motion seconded by Tuiaopo. AGM resolved that Leasi is new chairperson for SC
- Registrar presented a letter from SQA asking for IPES to help out trade advisors in the following areas
  - Electronic Engineer
  - Waste and Sanitary
  - Construction

- Architecture and Building

AGM resolved that EC will identify the proper candidates from IPES and advice

- President advised that he has received a letter from the company OPUS in regards to scholarships to help develop members of IPES. He has acknowledged that young members (graduates) lack design skills. They need to take on board this opportunity to help them achieve chartered status
- Leiataua wanted to know if IPES has decided on a fee for company membership as an aside from individual membership. Vui responded that this was one of the tasks that was part of the work of the Regulations Subcommittee, however it hasn't been resolved due to the fact that the subcommittee has not met
- Members were advised by the President of Muaausa's appointment to the Council to replace the late Tainau Titimaea

## **9. Closing**

There were no more other matters and Vui was asked to conduct closing prayer. President thanked everyone and officially closed the meeting. Everyone present was invited to refreshments at the Bluebird Yard.

Closing time was 7.15pm

Tupai M Simanu

Registrar 2014