

## ARITA 43<sup>rd</sup> Annual General Meeting Minutes

**Date:** Tuesday 13 May 2025

**Time:** 5:00pm – 5:30pm

**Location:** ARITA National Office – Level 2, 66 Clarence Street, Sydney NSW 2000  
or Online via Zoom video conference

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### Minute Agenda Items

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## 1 Attendance & apologies

	Name	Position	Attendance / Apology
1	Rachel Burdett	President	Attended
2	Michael Brereton	Immediate Past President	Attended
3	Mike Hayes	Board member	Attended
4	Kathy Sozou	Board member	Attended
5	Danielle Funston	Board member	Attended
6	Bruce Gleeson	Board member	Attended
7	Jason Porter	Board member	Attended
8	Melissa Jeremiah	Board member	Attended
9	Kelly Trenfield	Board member	Attended
10	Natasha Riach	Board member	Attended
11	Neil McLean	Board member	Attended
12	Michael Fingland	Board member	Attended
13	Phil Quinlan	Incoming Board member	Attended
14	Narelle Ferrier	Fellow	Attended
15	Lézelle Jacobs	Professional member	Attended
16	Kim Arnold	Fellow	Attended via Zoom
17	Amanda Carruthers	Fellow	Attended via Zoom
18	Antony Disciscio	Professional member	Attended via Zoom
19	Daniel Drayton	Professional member	Attended via Zoom
20	Jim Downey	Fellow	Attended via Zoom
21	Thea Eszenyi	Fellow	Attended via Zoom
22	Alan Hayes	Professional member	Attended via Zoom
23	Adrian Hunter	Fellow	Attended via Zoom
24	Michael Quin	Professional member	Attended via Zoom
25	Joshua Robb	Professional member	Attended via Zoom
26	Oliver Sheahan	Professional member	Attended via Zoom
27	Peter Sheppard	Fellow	Attended via Zoom
28	Raquel Bortoletto	Company Secretary, Interim CEO	Non-member
29	Glennes Maio	Board & Committees Co-ord	Non-member

The President, Rachel Burdett, welcomed everyone present.

The President noted the 1 apology from Jon Clarke.

The President noted the 2 proxies from Bruce Pasetti and Scott Atkins.

The President noted that a quorum was present with 27 members being in attendance (in person and online via Zoom) and declared the meeting open.

**The meeting was declared opened at 5.03pm.**

## 2 Approval of Minutes from the 42<sup>nd</sup> AGM held on 14 May 2024

The minutes had been circulated as an attachment to the Notice of Meeting.

**MOVED:** Melissa Jeremiah                      **SECONDED:** Kelly Trenfield

**CARRIED:** (unanimous)

Resolved:            The minutes of the 42<sup>nd</sup> Annual General Meeting were adopted  
as a true and accurate record.

## 3 President's report – Rachel Burdett RITF

The President's Report (2024 Annual Report) was attached to the Notice of Meeting.

***[Note: This is a direct lift from the Annual Report]***

**Over the last year, we've had two main focusses beyond our normal operations, both in the area of education.**

Firstly, after 18 months of hard work, we gained federal approval for a Graduate Diploma in Restructuring Insolvency & Turnaround to be delivered under the VET framework. This is a milestone achievement and locks in the structure of education both needed to become an ARITA Professional Member, and to become a registered liquidator or trustee.

This course will replace our Advanced Certification, while bringing back the equivalent of our former Advanced Restructuring & Turnaround course with the addition of two new subjects. Students only need complete the equivalent two subjects from our Advanced Certification to meet the Registered Liquidator and Registered Trustee requirements and the ARITA entry requirements, but the expanded course should offer a significant upside for students seeking to graduate with a post-graduate qualification.

We currently continue to work on our application to become a Registered Training Organisation, with a view to ARITA delivering this course from the beginning of 2026.

Our second major initiative was the roll out of our Learning on Demand suite of education products under the Essential Skills banner. The very last of these is being edited now and will be available soon.

The Essential Skills products will become transformative in the way the profession learns. The flexibility for learners to complete courses whenever and wherever they like gives learners and firms an incredible new flexibility.

Our steeply discounted and very affordable licensing packages also allows firms small through large to build this learning into their professional development pathways. Thirty five firms have already signed up to the packages, making it a significant success already, alongside our Precedents offering that has more than 90 firms signed up.

Alongside some incredible hard work by the team, these two projects have required significant capital investment by ARITA. However, they represent a step change for the profession, and for ARITA to continue to deliver on its mission to be invaluable and indispensable to our members and their firms.

In calendar year 2024 we also completed 11 submissions to government and continued our advocacy for the Federal Government to respond to the now aging 2023 Parliamentary Joint Committee Inquiry into Corporate Insolvency and its recommendations for short term improvements and for a comprehensive review. While we enjoyed continued high level access to government, regrettably we were unable to get Treasury to advance these as priorities this year.

In terms of our core focus around membership and our wider learning activities, we continue to enjoy a high level of membership retention and engagement. We also enjoyed strong support for our major learning products such as the Introduction to Insolvency Program.

Our significant investment spend will yield a financial loss of \$150,136 for the financial year, as well as a shift in our balance sheet, however this was entirely forecast. We had consciously built-up reserves over previous years to facilitate opportunities like this and ensure our long-term growth. ARITA continues to be financially secure with good reserves and a strong revenue pipeline.

In wrapping up my term as ARITA's President, I'd like to thank the Board for their substantive contribution and support and committee members for their hard work – they play a vital role in acting as the conduit from members to the Board and the organisation and, of course, help us to deliver engaging activities at the local level. I thank all members for your support over the years as well. Importantly, I acknowledge the ARITA team at our national office who continue to make ARITA the leading restructuring, insolvency and turnaround association in the world. Finally, as you may be aware, John Winter, our CEO for the last 11 years is departing in May. I would like to thank John for his significant contribution to ARITA over this time and wish him well with his future endeavours.

**MOVED:** Rachel Burdett

**SECONDED:** Jason Porter

**CARRIED:** (unanimous)

Resolved: The 2024 President's report was received and adopted.

#### 4 Financial Statements and Report of Directors and Auditors for year ending 31 December 2024

The Financial Statements, together with the Directors' and Auditors reports were contained within the Annual Report which was circulated via attachment to the Notice of Meeting.

**MOVED:** Rachel Burdett

**SECONDED:** Bruce Gleeson

**CARRIED:** (unanimous)

Resolved: The Financial Statements and Report of the Directors and Auditors for the year ended 31 December 2024 were accepted and adopted.

#### 5 Announcement of the National Committee for 2025 – 2026

The President handed over to the Company Secretary to announce the proposed appointees of the 2025 – 2026 National Board committee as follows:

1. Mike Hayes, President
2. Kathy Sozou, Deputy President
3. Phil Quinlan, NSW/ACT representative
4. Kelly Trenfield, Qld representative
5. Natasha Riach, SA/NT representative
6. Melissa Jeremiah, Vic/Tas representative
7. Matthew Donnelly, WA representative

Resolved: The Board noted the appointments.

#### 6 Other Business

Mr Gleeson thanked Ms Burdett for her time as President. He also thanked and acknowledged Mr Brereton's work as President and Immediate Past President.

The President thanked everyone for their attendance at the 2025 AGM and for their continued support to ARITA.

The meeting was declared closed at 5.11pm

Signed as a correct record.

13 May 2025

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Rachel Burdett  
Chair and President

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Date