



Minutes of the Annual General meeting of The Chartered Institute of Brewers & Distillers - Asia Pacific Company Limited (CIBD or the Company)

Held at: Castlemaine Perkins Brewery, Black & Paton St, Milton, QLD on Monday 27th October 2025 at 6.30pm (AEST)

Opening and Welcome: Garry Menz (Chair) opened the meeting and welcomed members and visitors, reminding those present that only members of the Section are entitled to vote at the meeting.

Notice of Meeting: The Chair asked the Secretary to confirm that the Notice of Meeting had been distributed giving 21 days' notice by email complying with Rules 11 and 12 of the Constitution. The Secretary confirmed the publication of meeting notice on the CIBD members website and via email notice to members on October 2, 2025.

Quorum: A Quorum (i.e. six members other than the Board of Management and Officers) was confirmed by the Secretary with 15 members other than the Board of Management and Officers present and 7 proxy votes received.

Apologies were received from:

Mr David Meads, Mr Richard Searle, Mr Scott Palmer, Ms Megan Sheehy, Mr Rob Greenaway, Dr Tim Cooper, Mr David Baxter, Mr Gary Faulkner, Mr Stephen Exinger, Mr Debasis Dutta and Mr Matthew Petrofes.

Agenda item 1: Election of new Chairperson.

Having completed his first year as Chair, Mr Garry Menz stood down at this point and handed the chair to the Secretary to facilitate the election of a new chair. Mr Menz, being entitled to a second term as Chair, nominated himself for a second term and noted that this nomination was supported by the Board.

The Secretary moved the motion that the meeting consider and, if thought fit, pass the following resolution as an ordinary resolution:

“That Mr Garry Menz, or failing them, another person nominated by the members present, be elected as Chair of the Meeting to preside over the proceedings in accordance with the Company’s Constitution.”

The motion was seconded by Mr. Dave Withers and put the vote. With all members in favour the secretary declared the motion **carried**.

The secretary congratulated Mr. Menz on his re-appointment and handed the chair to Mr. Menz.

Agenda Item 2: To Consider the Directors' report, Financial Statements and Auditor's report.

The Chair informed the meeting that copies of these reports for the year ended 30 June 2025 have been posted on the CIBD website for members to review. Copies were also available from the Secretary if required.

The Chair asked members whether there were any questions or discussion arising from the reports that members wished to raise. There were no questions from members present and the secretary reported no questions posted by proxy voters.

With no further discussion the Chair proceeded to highlight key points from the directors' report as follows:

A review of the operations of the Company during the financial year and the results of those operations are as follows:

The Company has continued to progress against its objectives in the last year, through a range of events and initiatives including:

- *Running 17 successful Regional Meetings across all Australian states and both New Zealand islands attended by over 571 members and guests (a convention year typically has fewer Regional Meetings).*
- *Developing Regional Coordinators committees to support local meetings in New Zealand.*
- *Running a two-day Distillers Masterclass and networking event on the Mornington Peninsula, Victoria with 20 attendees.*
- *Continued support for the Institute in its implementation of online training and exams.*
- *Support for the regional rollout of the Institute's growing list of on-line short courses.*
- *The successful delivery of the bi-annual convention, held in Hobart 3 - 7 March 2025.*
- *Supporting the Institute in implementing the changes required following the granting of Chartered status.*
- *Updating the constitution and company name to become the Chartered Institute of Brewers and Distillers – Asia Pacific Company.*
- *Appointment of a new Relationship Development Manager to support membership, training and examination uptake across the key Australia and New Zealand territories.*
- *Continued handover of duties to Leishman Associates to provide secretariat services to the Company – primarily in Event management and Board secretariat support to reduce operating costs, increase efficiency and sustainability.*
- *Continued focus on financial viability.*

The number of Asia Pacific section students sitting exams remains healthy but with a slight decline mirroring the challenging industry climate.

Following successful completion of their final exams in June 2024 the section welcomed:

6 new Diploma Brewers, 6 new Diploma Distillers, 1 new Diploma Packager, 1 new Master Brewer.

Congratulations were also noted to the following section members who received awards for best candidate results in the 2024 exams: -

General Certificate in Brewing – Ben Quinn CIBD award,

Diploma in Brewing Module 1 - Wei Cheng Ong Crisp Malting Award

Agenda Item 3: Appointment of an Auditor for the 2025/2026 Financial Year:

The Chair announced that the Board has recommended that ACCRU MELBOURNE (AUDIT) PTY LTD be appointed as Auditor for the year ending June 30th, 2026.

The Chair moved the motion that the meeting consider and, if thought fit, pass the following resolution as an ordinary resolution:

“That ACCRU MELBOURNE (AUDIT) PTY LTD be appointed as Auditor for the year ending 30 June 2026.”

The motion was seconded by Mr. John Meehan and put to the vote. With all members in favour the Chair declared the motion **carried**.

Agenda Item 4: Re-election of Directors.

The Chair, Mr Menz, announced that at the conclusion of this AGM he will have been in office for two years since he was last elected and will therefore retire as a director. Being eligible, Mr Menz declared his intent to stand for re-election as a Director of CIBD for a second term and noted that the Board supports this re-election.

The Chair moved the motion that the meeting consider and, if thought fit, pass the following resolution as an ordinary resolution:

“That Mr Garry Menz is re-elected as a Director of the Company.”

The motion was seconded by Mr Chris Willcock and put the vote. With all members in favour the secretary declared the motion **carried**.

The Chair announced that Mr David Withers will, at the conclusion of this AGM, have been in office for two years since he was last elected and therefore will retire as a director. Being eligible, Mr Withers stands for re-election as a Director of CIBD for a third term and the board supports this re-election.

The Chair moved the motion that the meeting consider and, if thought fit, pass the following resolution as an ordinary resolution:

“That Mr David Withers is re-elected as a Director of the Company”

The motion was seconded by Mr Jon Burrridge and put the vote. With all members in favour the secretary declared the motion **carried**.

The Chair thanked Mr Withers for his ongoing support on the board.

Agenda Item 5: To elect new Directors

The Chair announced that five Director positions become vacant with the retirement of Ms Stephanie Howard in April 2025, Mr Tim Symons in August 2025 and with Mr. Gary Faulkner, Mr. Chris Willcock and Mr David Baxter retiring at the conclusion of this AGM.

The Chair announced that Board unanimously supports the applications received from Mr Matthew Petrofes, Ms Amanda Durand, Mr Jon Burrridge, Mr Russell Gosling and Mr Christopher Sproats and recommends that members vote in favour of the election of all five as directors of the Company.

The Chair moved that, unless anyone is opposed, the meeting considers the election of all five directors in a single motion and, if thought fit, pass the following resolution as an ordinary resolution:

“That, Mr Matthew Petrofes, Ms Amanda Durand, Mr Jon Burrridge, Mr Russell Gosling and Mr Christopher Sproats are elected as a Directors of the Company.”

The motion was seconded by Mr. Geoff Day and put to the vote. With all members in favour the secretary declared the motion **carried** and the Chair declared Mr Matthew Petrofes, Ms Amanda Durand, Mr Jon Burrridge, Mr Russell Gosling and Mr Christopher Sproats elected to the Board.

Agenda Item 6. Change of constitution

The Chair and Secretary explained to the meeting that the current constitution requires that we conduct a full *Audit* of our financial reports. However, under the Corporations Act 2001, there is no requirement for an audit of financial reports by a registered company auditor. Instead, the company can elect to have its financial report reviewed rather an audited. A review can be done by an independent accountant and will result in cost savings for the company.

The Chair then moved the motion that the meeting consider and, if thought fit, to pass the following resolution as a **special resolution**:

“That clauses 45.1 & 45.2 of the Constitution be changed to include the clarification that either an audit or a review may be conducted in accordance with the Corporations Act 2001 and full removal of clause 47, because appointment and removal of auditor is already prescribed in the Corporations Act.”

The motion was seconded by Mr Dave Withers and put to the vote. With all members and proxy votes in favour the Chair declared the motion **carried**.

Agenda Item 7: General Business

The Chair invited any other business from the floor.

There being no further business the Chair thanked members for their attendance and closed the meeting at 6:50pm

This is a true record of the *Chartered Institute of Brewers & Distillers, Asia Pacific Company Limited*, Annual General Meeting, held October 27th, 2025.



Garry Menz – Chair

Date: 9/11/2025