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Supporting the HIV, Viral Hepatitis and Sexual Health Workforce

Australasian Society for HIV Medicine

Annual General Meeting

Minutes from the Meeting

Date: Thursday 9th October 2014

Time: 5:30pm to 6:30pm

Location: Sydney Masonic Centre, Grand Lodge, First Floor,
66 Goulburn St, Sydney

Apologies: Paul Goldwater, Rosemarie Winsor.

Present:

Voting members: Mark Bloch, Mark Boyd, Katherine Brown, Michael Burke, Benjamin Cowie, Elizabeth Crock, Levinia Crooks, Philip Cunningham, Basil Donovan, Rochelle Hamilton, Sonja Hill, Richard Hillman, Alexandra Marceglia, Graham Neilsen, Anna Roberts, Kate Ross, Muirgen Stack, Vanessa Towell, Thomas Turnbull, Theo Van Lieshout, Elisabeth Wilkinson, Natasha Wood, Trent Yarwood, John Ziegler

Non-voting members: Deborah Bateson

Proxies: David Baker, David Scott Bowden, David Lloyd Bradford, Naama Carlin, Kym Collins, David Cooper, Deborah Couldwell, William Donohue, Gregory Dore, Elisabeth Dunn, Michael Beni Falemaka, Katherine Fethers, David Fowler, Judy Frecker, Carla Gorton, Margaret Hellard, Heather Jolly, Tracey Jones, Hayden Jose, Christopher Lemoh, Petrana Lorenz, Graeme Macdonald, Jennifer MacLachlan, Gail Matthews, Stephanie Mclean, Anna McNulty, Joseph Mcordack, Nick Medland, Alison Mudie, Carolyn Murray, Duc Nguyen, David Nolan, Catherine O'Connor, Louise Owen, Damian Purcell, Phillip Read, Edward Reis, Craig Rodgers, Darren Russell, Nathan Ryder, Shailendra Sawleshwarkar, Karen Seager, Michael Seah, David Shaw, Helen Tyrrell, Emily Wheeler, Beth Wilson, Lynette Wray

Edwina: Welcome everyone. As of this morning ASHM has a financial membership of **675** full voting members. The constitution requires that 10% of the membership participate in the Annual General Meeting either by being present at the meeting or by proxy. Quorum for this meeting is therefore **68** people.

1. NOTIFICATION OF PROXIES

Edwina: We have been notified of 48 proxies. If anyone holds a proxy and has not yet told the registration staff can you please do so now. Members present in person can hold a maximum of 5 proxies.

2. APOLOGIES

Edwina: We have received apologies from Rosemarie Winsor and Paul Goldwater. Does anyone have any further apologies? *None.*

3. ATTENDANCE

Edwina: There are 24* voting members present and 48 proxies so we have reached quorum. I therefore declare the meeting open.

* Note that at the AGM it was announced that 25 voting members were present, however this was in error. This did not affect quorum required for the meeting.

4. MINUTES FROM THE PREVIOUS ANNUAL GENERAL MEETING

Edwina: The minutes of last year's meeting have been available on the ASHM website for some time and were made available today as people entered the room. Is there any discussion about those minutes or does anybody have any questions about them? *None.*

In that case can I have a member who was present at last year's meeting move that the minutes be accepted as a true and accurate record of the meeting?

Moved: Theo Van Lieshout Seconded: Mark Bloch Carried

Business arising from the minutes

Levinia: There was a discussion last year about getting a New Zealand Board member. We have had discussions with members in New Zealand. Anna Roberts, Manager of the Policy & Education Division, will be going to New Zealand in November and the New Zealand members will put forward a nominee at that time. Edwina Wright will not be taking up the Immediate Past President role and the Board has discussed filling that casual vacancy with the New Zealand nominee.

5. THE ANNUAL REPORT

Edwina: The President's Report is published in the Annual Report and I am happy to present this to members. The Annual Report has been available on the ASHM website and hard copies of the report have been made available for you on entry to this meeting. In the interests of time I will assume that members have read my report, but I am happy to answer any questions.

The Annual Financial Report is also included in the Annual Report, in particular I would like to draw members' attention to the Director's Financial Statement. Levinia is happy to take questions about the financial report.

In order for us to discuss the Annual Report, including the President's Report and the Annual Financial Report, can I please have someone move the report?

Moved: Philip Cunningham Seconded: Katherine Brown Carried

Thank you both. I can now put it to a member vote that the report be accepted.

All those in favour: All All those against: None Unanimous

Levinia: You will note from the financial report that this year we have again reported a shortfall, but that this is considerably less than last year. A number of factors contributed to this, including:

- Reduced income because of the Darwin Conference
- Reduced income because of the International AIDS Conference
- We have of course also had additional cost associated with International AIDS Conference
- We did some work around the International AIDS Conference, however income from that work will come in during the current financial year.

Edwina: Does anybody have any questions for Levinia about the financial report, or for me about the President's Report? *None.*

APPOINTMENT OF AUDITOR

Edwina: As a company limited by guarantee, we are now required to officially appoint our auditors for another year. I propose that we continue to utilize the services of Walker Wayland Accountants. Can I have someone move that we continue to use Walker Wayland?

Moved: Benjamin Cowie Seconded: Vanessa Towell Carried

Thank you both. I can now put the motion to vote:

All those in favour: All All those against: None Unanimous

MEMBERSHIP

Levinia: We would normally vote on whether to increase the membership fee at the AGM. This year, I would like to propose no change, as due to not having the ASHM Conference this year we weren't able to pass on the usual saving.

All those in favour: All All those against: None Unanimous

Levinia: This year we have decided to reinvigorate the Honorary Life Member program. The Board has decided that members will be officially admitted into this category at each AGM and this year the following members have been selected:

- A/Prof Joe McCormack (Brisbane)
- A/Prof Elizabeth Dax (former President)
- Dr David Bradford (Melbourne and Cairns)
- Prof Bob Batey
- Prof John Zeigler (foundation Secretary of ASHM)

John, would you like to say a few words?

John: Thank you Levinia. The idea of starting ASHM was formulated in the departure lounge of Stockholm airport, after the International AIDS Conference in 1988. 25 years later it is amazing to see the progress and I am very proud of ASHM's achievements. Congratulations to the energetic team of the secretariat.

Levinia: Thank you John. It is important for us to make sure that our Honorary Life Members are engaged and so we plan to establish a scholarship program with its own pool of funds, with an independent committee to review applications and decide how to distribute the funds. This will allow us to be more transparent and offer scholarships to more people. We will invite the Honorary Life Members to join the committee and will be looking for funding and announcing the program soon.

6. REPORT ON THE ELECTION OF THE ASHM BOARD OF DIRECTORS

Levinia: It now gives me great pleasure to provide the results of the election for the Board. But before doing so I would like to take this opportunity to thank those members who are retiring.

David Cooper is leaving the Board. He has struggled with time commitments associated with Board membership, however has always been at the end of the phone to provide us with advice and guidance. David will be taking up an honorary clinical advisor role.

William Donohue is leaving the Board. William, a GP from South Australia, has decided to step down after a number of years representing South Australia on the Board.

Darren Russell is leaving the Board. Darren is a specialist in sexual health from Queensland and also has commitments as Chair of the HIV Foundation. Unfortunately he is unable to keep up his commitment to the ASHM Board and is stepping down.

Edwina Wright is leaving the Board after 3 years as President. Edwina was the Vice President prior to taking up the role of President, and was on the Board for a number of years prior to that. She has made a valiant contribution to ASHM and have been extremely valuable to us, so it will be a real loss to see her go. Of course we will keep her active as a member once she returns from sabbatical!

Edwina: It has been a privilege. I am fortunate to have worked with ASHM and the secretariat. Levinia has become a close friend and mentor. Anna is doing a fantastic job in the Deputy CEO role. I would also like to mention Edward Reis, who has been a mentor and supporter to me, he has done some fantastic work and has been a strong influence. Keep up the good work ASHM, and good luck!

Levinia: Now for the results of the election. There was no ballot this year as all positions were filled uncontested.

Mark Boyd will take over the position of President from me this year, following his election as President Elect last year. It is the first time we have had a President Elect after the creation of the role at last year's AGM. It is a good role to have, giving continuity to the process. Mark will be joined by other members of the Executive:

Philip Cunningham and Ben Cowie will continue as our two Vice Presidents.

Other returning Board members are Mark Bloch, Gail Matthews and Catherine O'Connor from NSW, Julian Elliott from Victoria, David Nolan from Western Australia and Louise Owen from Tasmania.

Three new Ordinary Members have also been elected:

Elizabeth Crock, will take up an Ordinary Director position in Victoria. Elizabeth has 23 years' experience in the HIV sector, with Alfred Hospital, Fairfield Hospital and the Victorian Infectious Disease Service. She is currently a HIV Clinical Nurse Consultant at RDNS Melbourne, with involvement in clinical care, education to nurses and Victorian AIDS Council, research, evaluation and advocacy. Elizabeth has served as President, Vice President and Journal Editor of ANZANAC and brings advocacy for the critical role of nurses to the ASHM Board.

Nurses became full members of ASHM in 1998 and we have tried to encourage participation since then. I am very pleased to have a nurse representative back on the Board as we did not have one last year. Liz will make sure that nursing stays at the forefront of the minds of the Board members.

Thomas Turnbull, will take up an Ordinary Director position in South Australia. Thomas has been working at O'Brien Street Practice and Migrant Health Service providing HIV medical care to people living with HIV since 2007. His interests lie in managing HIV in General Practice and the provision of health care for people living with HIV in the primary health care level. Thomas has some prior experience as a Board Director of Adelaide University Union and the Australian Medical Students Association. Tom will take up the position vacated by William.

Trent Yarwood, will take up an Ordinary Director position in Queensland. Trent is an ID physician who achieved fellowship in 2011. He practices at Cairns Hospital, completed an MPHTM in 2013 and is doing concurrent post-fellowship training in Public Health. Trent is passionate about preventive health. Trent will take up the position vacated by Darren.

Welcome to Liz, Tom and Trent.

Additionally, the Board will reappoint the following Designated Director positions next time it meets.

James Ward returns as Designated Director from the Aboriginal & Torres Strait Islander Community. James has had a very busy year with the World Indigenous Peoples' Conference on Viral Hepatitis, however is looking forward to devoting more time to the Board next year.

Ed Gane, from New Zealand, returns as Designated Director filling an area of special need. In this case, Hepatology.

Would you please join with me in welcoming in the new Board.

7. MOTION ON NOTICE

Edwina: Members will have received notice of one motion, that members receive a verbal report from Levinia on the Board Planning Day, which was held in Sydney today.

Moved: Edwina Wright Seconded: Levinia Crooks Carried

Levinia: The Board held a strategic planning day today to look at what we'll do strategically over the next 12 months across education and international programs. We looked at what we can do in the Aboriginal and Torres Strait Islander program, despite this not being funded. We also looked at how our conference division can ensure it is providing support the sector, by cranking up evaluations around outcomes from our conferences.

In the international area there have been a number of changes, including the merging of AusAID into DFAT. We will be working actively in this space until the end of the financial year, when DFAT will look at how they want to work with us.

We discussed not just HIV, viral hepatitis and STIs, but also ASHM's strategy more generally, and hope to have a 3-4 year strategic plan out by the end of the year.

Does anyone have any questions or further discussion points? *None.*

8. MEETING CLOSE

Levinia: Mark, as incoming President would you like to say a few words?

Mark: I would like to add my thanks to Edwina after her three years in the role of President. It has been a difficult time, particularly in the last 12 months with issues around the development of the new website and lack of funds. Edwina has done a fantastic job, is dedicated and present, and I would like to wish her well.

Thank you also to Levinia, she runs a tight ship and leads a fantastic team of staff. The breadth of ASHM's offering always amazes me. The staff work hard and deliver a great deal. The best Presidents encourage the secretariat to continue doing things well and to work together with the Board, Edwina has done this and I hope to live up to Edwina's example. I am looking forward to it.

Thanks also go to the Sexual Health Conference for hosting this AGM.

Levinia: Thank you Mark, and thank you everybody for your attendance. That brings this meeting to a close at 6:17pm.