



THE PERINATAL SOCIETY OF AUSTRALIA & NEW ZEALAND

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ANNUAL GENERAL MEETING

Date: Sunday 6th April 2014

Venue: Botanicals 3, at the Crown Casino and Convention Centre at Burswood, Perth.

Time: 1700 – 1800hr

Chair: Vicki Flenady

Minute taking: Lynn Sinclair

Meeting opened at 1700 hours

MINUTES

1. Attendance & Apologies:

Present: Vicki Flenady, Frank Bloomfield, Sylvia Grigg, Lynn Sinclair, Robert Guaran, Christine East, Jonathan Morris, John Sinn, Jon Hirst, Kaye Spence, Philippa Middleton, Caroline Crowther, Sara Sedgley, Noel French, Susan McDonald, Anne Jaquierey, Carl Kuschel, Barbara Bajuk, Michael Stark, Tim Moss, Robert Galinsky, Helen Liley, Judy Haigh, Jane Harding, Jane Pillow, Jennifer Elliott, Nicolette Hodyl, Andrew Berry, Margaret Llewellyn, Kirsty Pringle, Hannah Palliser, Kathy Gafford, Rebecca Dyson, Angela Cumberland, Lisa Jones, Shelly Reid, Hong Lin, Amy Wooldridge, Jessica Laurence, Kalhari Weerasingae, Joanne Robertson-Smith, Liza Edmonds, Maria Nguyen, Melinda Dolan, Kei Lui, Lizelle Weber, Paul Craven, Natasha Donnolly, Jenny Bowen, Alison Kent, Kitty Bach, Julee Oei, Amy Keir, Angela Casey, Amy Barker, Noeline Hudson, Jeanette Birtles, Sharan Brenton, Deborah Harris, Katie Groom, Greg Duncombe, Brian Darlow, Robert De Matteo, Megan Wallace

Apologies: Carmel Collins, John Newnham, Jenny Kelly, Colin Derrick, Rod Hunt, Dawn Elder, Boon Lim, David Tudehope, Abdel-Latif Mohamed, Kay Jones.

2. Minutes of the previous AGM

Motion: The minutes of the previous meeting held on 14th April 2013 are accepted.

Moved: Vicki Flenady. Seconded: Kaye Spence. Carried

3. Proposed new PSANZ constitution

It was resolved that the constitution attached to the notice of the meeting be adopted as the new constitution from the passing of this resolution.

Moved: Vicki Flenady. Seconded: Frank Bloomfield.

It was resolved that, under the new constitution, the President for the next 2 years be Frank Bloomfield. Carried.

It was resolved that, under the new constitution, the immediate Past President for the next 2 years be Vicki Flenady. Carried.

It was resolved that, under the new constitution, the secretary for the next one year be Lynn Sinclair. Carried.

It was resolved that, under the new constitution, the 5 Directors who have been elected in a ballot prior to this meeting be confirmed in their positions. Carried.

Directors

Michael Stark
Tim Moss
Katie Groom
Sylvia Grigg



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Kay Jones

4. Reports

a. President's report

I am pleased to provide this report on the activity of Perinatal Society of Australia and New Zealand (PSANZ) for 2013. The mission of PSANZ is to foster communication and collaboration between all involved in the care of mothers and their babies to ensure optimal outcomes in the perinatal and newborn period and, therefore, longer-term health and wellbeing through high quality multidisciplinary research and clinical practice. PSANZ is a multidisciplinary organisation with membership including obstetricians, midwives, neonatologists, neonatal nurses, pathologists, epidemiologists, biomedical scientists, psychologists, parents (and other consumer advocates), physiotherapists, dieticians and other allied health professions.

Membership

The membership continues to grow with 869 current financial members. In 2013, the membership categories were reviewed and revised to better reflect the membership of PSANZ. Current membership categories are Midwifery, Obstetrics, Neonatology, Neonatal Nursing, Basic Science, Epidemiology/Public Health, Allied Health, Consumer/Lay and Other.

Implementation of the PSANZ Strategic Plan

The development of the PSANZ Strategic Plan in late 2012 heralded a time of change for PSANZ. The multidisciplinary nature of PSANZ is unique and critical to our continued success. In addition, strategies around supporting early career researchers, the conduct of clinical trials, engagement of parents, enhancing the conduct of the annual congress, increasing the profile of PSANZ, and more effective governance, were identified as priorities. Throughout 2013, members have worked with the board to implement the strategic plan through a number of activities and new initiatives including:

- PSANZ Policy Committee; *to strengthen PSANZ's contribution to national policy, practice standards and guidelines relating to maternal and newborn care establishing PSANZ as a peak body on matters relating to perinatology*
- PSANZ Consumer Advisory Panel; *to provide advice to PSANZ on research and training issues from a consumer perspective.*
- PSANZ Clinical Trials Network Working Party; *to address how PSANZ can enhance the conduct of large scale clinical trials and epidemiological studies more effectively. This work is being undertaken by the Board with the IMPACT sub-committee and other partners in ANZ. The working party have engaged actively with the Australian Clinical Trials Alliance, a new initiative for promoting clinical trials across healthcare in Australia. The working party will make recommendations to the Board by mid-2014.*
- PSANZ Conferences subcommittee; *to oversee the effective conduct of annual conferences and PSANZ educational and promotional events*

During 2014, the Board will continue to work closely with members through its Branches, Subcommittees, and Special Interest Groups to implement the strategic plan.

Constitution

The strategic planning exercise identified the need for revisions to the current constitution and a new constitution will be put forward at the 2014 AGM.

PSANZ Conferences

2014 PSANZ Congress Networking – The New Frontier



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The annual Congress PSANZ is a world-class event which provides a strong platform to further its mission. This year is no exception. From the title to the individual program sessions, the 2014 PSANZ Congress: Networking – The New Frontier, promises to be an exciting event. A key aim of the Congress is to explore and promote novel concepts in networking that increase effectiveness in improving the health of mothers and babies. I would like to acknowledge Jane Pillow, Karen Simmer and the team of the WA Conference Committee for the achievement of bringing us this exceptional conference. I would also like to acknowledge the support of Corporate Communiqué in conference organisation.

The PSANZ 2015 Conference will be in Melbourne, with the conference committee chaired by Tim Moss, and in 2016 we go to Townsville chaired by Guan Kho.

Supporting early research career members

PSANZ remains committed to fostering and supporting future leaders in perinatal research.

- The *David Henderson-Smart Scholarship* acknowledges emerging leaders in evidenced based practice and continues as an annual tribute to this remarkable leader.
- The *Early Research Career (ERC)* committee travel grant awards are an ongoing initiative to encourage training and research in perinatology. The recipients of this grant will be announced during the Perth Congress.
- *New Investigator awards* have been an integral part of the PSANZ since its inception and provide an opportunity to showcase emerging talents in perinatal research. Congratulations to winners of these awards and we look forward to your continued contribution to perinatology as members of PSANZ.

Special Initiatives (interest groups) make an important contribution to PSANZ and it is hoped that, through implementation of the Strategic Plan, these entities will become a more integral part of the Society. Currently there are eight special initiatives. The IMPACT subcommittee continues to play an important role in facilitating and promoting the conduct of high quality perinatal clinical trials. In early 2014 a new special initiative group in Fetal Surgery was established; we encourage you to find out more about this new special initiative group and join if you share an interest.

2013 PSANZ Board of Directors

I would like to acknowledge the 2013 Board of Directors for their visionary leadership and tireless commitment to PSANZ as follows: A/Professor Vicki Flenady (President and QLD Rep); Professor Frank Bloomfield (President Elect); Dr Lynn Sinclair (Secretary and Neonatal Nursing rep); Dr Jon Hirst (Treasurer); Professor Christine East (Past President); Dr John Sinn (CPLO); Dr Katie Groom (NZ); Dr Julee Oei (NSW); A/Professor Abdel-Latif Mohammed (ACT); A/Professor Michael Stark (SA and ERC); A/Professor Tim Moss (VIC); Chris Wilson (TAS). Co-opted board members: Ms Sylvia Grigg (Financial & Governance Advice); Dr Carmel Collins (IMPACT representative); Professor Jane Pillow (LOC Chair 2014). The members of the 2014 Board will be announced at the Annual General Meeting at the Perth Congress. I would like to thank Wendy Crockford, Quality Care, for managing the PSANZ Secretariat.

Lastly, I would like to thank PSANZ members for their contribution in making PSANZ the strong, active organisation that is today and I seek your ongoing support as we implement the new Strategic Plan to build an even stronger PSANZ.

Vicki Flenady

President, Perinatal Society of Australia and New Zealand (PSANZ)
April 2014

Motion: The President's report be accepted.

Moved: Lynn Sinclair. :Seconded: Chris East. Carried



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Amendment to President's Report:

Correction to membership; 602 current financial members.

b. Treasurer's report

The 2013 statement of income and expenditure and the 2014 budget (as below) were presented by Jon Hirst.

PSANZ Statement of Income and Expenditure for the year ended 31 December 2013				
		2013 Year		2012 Year
Income				
Membership subscriptions		59180		56704
Congress proceeds		98046		6639
Interest received		9887		16780
Sponsorship		5000		5000
Sundry Income		441		-
Total Income		<u>172554</u>		<u>85123</u>
Expenses				
Administration				
Secretariat WHA	87473			81970
Secretariat Quality Care 17 weeks	<u>13600</u>	101073		
Audit				5468
Affiliation fees		1582		980
Bank and paypal charges		2442		2616
Depreciation				7430
Insurance		2629		2491
Meeting Costs				2152
Printing, Stationery and postage		902		3070
Legal & Professional fees				1621
Strategy Meeting Facilitator		6000		
Telephone		2617		1041
Travel		813		8647
Web Development and Maintenance		1218		4253
Promotional				
Visiting Professor lecture costs		2275		9252
Sundry		1390		
Support				
New Investigator Award		2825		5455
ECR Travel Grants		5600		4300



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DHS Payments		5000		4449
Branch & SIG Net Costs				5183
Curosurf Award		5000		5000
Grant to FNPW		4545		
Total Expenses		<u>145911</u>		<u>155378</u>
Net Income/Loss General Account		26643		70255
		Income		Loss
Branch & SIG Net Income	17535			
Grant from General account	<u>4545</u>	<u>22080</u>	-	
	-	-	-	
Total Net Income		<u>48723</u>	Income	
PSANZ Balance Sheet at 31 December, 2013		2013 year		2012 year
Assets				
Commonwealth Bank Current Account		31457		90988
Paypal Account		76		20153
Term Deposits		357339		335659
Debtor Travel Insurance		12000		
Taxation Office		5126		395
Prepaid Expenses				
General	3242			2553
Congress Net	<u>136180</u>	139422		30000
Accrued Interest		<u>929</u>	-	<u>3053</u>
Total Assets		<u>546349</u>	-	<u>482801</u>
Liabilities				
Creditors -General		7253		50888
Re term deposits		70000		
Loan WHA				6627
Subscriptions in Advance		13770		15840
GST Net liability				<u>2916</u>
Other Income in advance		<u>73</u>		
Total Liabilities		<u>91096</u>	-	<u>76271</u>
Equity 31 December 2013		<u>455253</u>	-	<u>406530</u>
		2013 year		2012 year



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Equity				
Balance 1 January 2013		406530		
Net Income for year		<u>48723</u>	-	
Balance 31 December 2013		<u>455253</u>	-	
		-	-	
This comprises:				
PSANZ General account		355097		327814
Belonging to Branches				
ACT	1402			1412
Queensland	6978			7927
Tasmania	302			968
Victoria	14469			17255
NSW	20971			21471
South Australia	3376			3376
Belonging to Special Interest Groups				
Impact	7744			7548
FNPW	1200			1200
PSU	33199			9389
PMG	7833			<u>8170</u>
PPC	<u>2682</u>			
		<u>100156</u>	-	<u>78716</u>
Total Equity		<u>455253</u>	-	<u>406530</u>

PSANZ Budget for the 2014 year				
	Budget		Actual	Actual
	2014 year		2013 Year	2012 Year
Income				
Membership subscriptions	55000		59180	56704
Congress proceeds	40000		98046	6639
Interest received	10000		8848	16780
Sponsorship	<u>5000</u>		5000	5000
Sundry Income			<u>441</u>	-
Total Income	<u>110000</u>		<u>171515</u>	<u>85123</u>
Expenses				
Administration				
Secretariat WHA			87473	81970
Secretariat Quality Care 17 weeks	45000	-	13600	
Audit				5468
Affiliation fees	1500		1582	980
Bank and paypal charges	2500		2442	2616



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Depreciation				7430
Insurance	3000		2629	2491
Meeting Costs				2152
Printing, Stationery and postage	1000		902	3070
Legal & Professional fees	2000			1621
Strategy Meeting Facilitator			6000	
Telephone	2500		2617	1041
Travel	3000		813	8647
Web Development and Maintenance	1500		1218	4253
Promotional				
Visiting Professor lecture costs	15000		2275	9252
Sundry			1390	
Support				
New Investigator Awards	10000		7000	5455
ECR Travel Grants	6000		5600	4300
DHS Payments	10000		5000	4449
Branch & SIG Net Costs	5000		4545	5183
Clinical Trials Workshop	4000			
Consumer advisory Group	8000			
Policy Committee	20000			
Curosurf Award	<u>5000</u>		5000	<u>5000</u>
			-	
Total Expenses	<u>145000</u>		<u>150086</u>	<u>155378</u>
Net Income/Loss General Account	35000		21429	70255

Motion: The Treasurer's report be accepted.

Moved: Frank Bloomfield. Seconded: Sylvia Grigg. Carried.

c. Notice to members of proposed changes to membership fees

The proposal to amend membership fees commencing January 2015 was discussed. The membership fees for PSANZ have not been increased for some 8 years. The increased revenue of approximately \$12,000 will assist with the funding of the various new projects that PSANZ is undertaking now and those to be considered in the future to meet the objectives of the Strategic Plan 2013 as outlined above. Proposed amendments include:

AU\$150 for Australian corporate members.

AU\$130 for Australian members earning > \$100,000 p.a.

AU\$99 for Australian members earning \$50,000 to \$100,000 p.a.

AU\$60 for Australian members earning < \$50,000 p.a. or full time students or consumers.

Need for transparency around corporate membership and compliance with the PSANZ Sponsorship Policy was discussed. It was asked which organisations were eligible to become corporate members and did this include industry. According to the new constitution, any organisation that, in the opinion of the Board, has a significant interest in perinatology or in advancing the objectives of PSANZ, is eligible to apply. Frank Bloomfield highlighted that the revised PSANZ Sponsorship Policy is very clear on PSANZ's position in terms of industry sponsorship.



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The question arose as to why the proposed membership fees were to be means tested. This decision was made following much discussion around the need to attract to attendance of nurses, midwives and students who might have a lower income than others and who may not have other sources to cover membership fees. This system works well in New Zealand. It was acknowledged however that this could not be 'policed' and requires the honesty of members at the time of renewal.

Motion: The proposal to increase membership fees be accepted.

Moved: Vicki Flenady. Seconded: Jon Hirst. Carried.

5. Appointment of office bearers to the Board

President-elect: Two nominations were received. Nominees Jonathan Morris and Greg Duncombe. Jonathan Morris was elected in an electronic ballot prior to this meeting.

Treasurer: One nomination received. Nominee Robert Guaran. Proposed by Lynn Sinclair. Seconded by Danny Challis. Elected unopposed.

6. Strategic Plan

The President presented an overview of 2013 PSANZ activity as outlined in the President's report of the annual report. In addition, the President's overview included details of how the Board are implementing the Strategic Plan including the introduction of a policy sub-committee, a conferences sub-committee and a consumer advisory panel. Frank Bloomfield (as co-chair of the PSANZ Clinical Trials Working Party) attended (with other PSANZ IMPACT representatives) the NHMRC supported Australian Clinical Trials Alliance (ACTA) summit in Melbourne. ACTA commended PSANZ on their work and for their development of the PSANZ Trials Database. The President encouraged all members to contribute to one of the PSANZ initiatives.

The President thanked Jane Pillow and her team for all their hard work in preparing for this congress and stated that the planning for future congresses had commenced.

7. Honorary memberships

No nominations were received for honorary membership.

8. Future annual meetings

- a. 2015: Melbourne
- b. 2016: Townsville
- c. 2017: Canberra

9. Other business

Jon Hirst discussed the plan to introduce a PSANZ public lecture to be held on the Sunday afternoon prior to the congress beginning in Melbourne. It is hoped this will engage the community by addressing local and contemporary issues. It is intended to use a media, communications and marketing company to manage this process. The newly formed PSANZ consumer advisory panel could play a key role in this initiative.



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10. President's handover

Vicki Flenady wished everyone a successful congress and was delighted to hand over the presidency to the incoming President, Frank Bloomfield and wished him well.

There being no further business, the chair once again thanked outgoing board members and welcomed incoming members. The chair also thanked all members for their attendance at this meeting. The meeting closed at 17:45 hours.

President, Perinatal Society of Australia and New Zealand (PSANZ)
April 2014