



# Australasian Society for Breast Disease

*Dedicated to promoting knowledge in the areas of prevention, diagnosis and management of breast disease.*

ACN 078 271 324

## **Minutes of the Annual General Meeting of the Australasian Society for Breast Disease held on Saturday 3 October 2009 at the Surfers Paradise Marriott Resort, Gold Coast**

The meeting opened at 7.38am

1. **Present:** Robin Stuart-Harris (Chair), Marie-Frances Burke (Treasurer) and members as per list (page 4)  
**Apologies:** Ian Campbell, Carolyn Cho, Des Collins, Michael Friedlander, Barry Fryar, Stewart Hart, Jack Jellins, Michael Moreny, Aashit Shah  
**Proxies:** Carolyn Cho – to Chair  
Des Collins – to Chair  
Barry Fryar – to Marie Burke (or James Kollias)  
Stewart Hart – to Jill Evans (or Chair)  
Jack Jellins – to Robin Stuart-Harris (or Warwick Lee)

### **2. Minutes from the last Annual General Meeting**

Robin Stuart-Harris tabled the minutes from the previous Annual General Meeting, held on 19 September 2008 at the Sydney Convention and Exhibition Centre. Acceptance of the minutes as a true record of that meeting was moved by Marie-Frances Burke and seconded by Wendy Raymond. The motion was carried.

### **3. Business arising from the minutes**

#### ***Website re-development***

Robin Stuart-Harris reported that Society's new website was launched earlier in the year and encouraged members to visit it and provide feedback and suggestions. The website has a special 'members only' section which allows on-line access to *The Breast*. Currently, the username for the members' section is senology and password asbd97. However, members will soon be notified of the new, individual passwords. To access *The Breast*, members need to have their Elsevier code. The code can be found on the wrapper of the hardcopy journal but can also be obtained from Solei Gibbs, Executive Officer. He also said that in 2010, it is hoped that the members' section will include a facility for on-line renewal of membership subscription.

Robin Stuart-Harris thanked Natacha Borecky, Warwick Lee and Solei Gibbs for their efforts in developing the new website.

#### ***Membership recruitment***

Robin Stuart-Harris reported that during the year, the Society and the 2009 Scientific Meeting were promoted via articles and advertisements in the MOGA and RANZCR newsletters and via a wide distribution of registration brochures to various groups. The response to general promotional articles has been minimal to date. The Executive members are now targeting relevant individuals to join the Society. In particular, more medical and radiation oncologists are needed for membership. A new strategy to engage medical oncologists was employed this year via a grant provided by Roche to provide unrestricted educational grants to advanced medical oncology trainees to attend the Scientific Meeting. He said he was delighted that nine trainees were attending the Meeting. Hopefully, these individuals will also attend future meetings and join the Society.

## **2009 Scientific Meeting**

Robin Stuart-Harris reported that 364 delegates were attending the Scientific Meeting, with the largest group being surgeons.

He said that three of the co-convenors, Nehmat Houssami, Wendy Raymond, and Daniel de Viana selected the abstracts submitted for proffered papers and posters. However, the overseas keynote speakers were asked to rate each. The best paper and poster will receive an award.

This year's Meeting included two ultrasound workshops for clinicians and included 18 volunteers. Also, the Society will host jointly with the Breast Cancer Network Australia a forum for some 125 consumers.

Robin Stuart-Harris thanked the co-convenors for their hard work.

## **2010 Meeting**

Robin Stuart-Harris said that the 2010 Meeting will be held in conjunction with the Auckland Breast Cancer Study Group in Auckland 8-10 July. The co-convenors are Belinda Scott, Reena Ramsaroop and Bruno Giuffre. The keynote speakers will be David Hyams (Surgeon from US), Bruce Porter (Radiologist from US) and Sunil Lakhani (Pathologist from Brisbane). The Meeting will be a mix of plenary sessions and concurrent workshops. The preliminary announcement flier was distributed to the 2009 Scientific Meeting delegates.

## **2011 Meeting**

Robin Stuart-Harris reported that the Executive Committee recently discussed the fact that as most of the Society's Meetings have been held on the Gold Coast, ASBD is perceived as a 'Queensland' Society by some individuals. Also, the distance is great for delegates from Western Australia, for example. Thus, the Executive felt the need to hold the 2011 Scientific Meeting in another city and Melbourne had been suggested. However, the RANZCR will be holding its annual meeting on exactly the same dates in Melbourne. Thus, if the Meeting were held elsewhere it would be difficult to get radiologists and radiation oncologists to attend. Perhaps this will provide an opportunity for more radiologists and radiation oncologists to attend.

## **4. Reports**

### ***President's report***

Robin Stuart-Harris reported that since the 2008 Annual General Meeting, the Executive Committee had held five meetings, three of which were held via teleconference. The Executive also held another planning meeting in Sydney in July. The Executive have found the planning days highly beneficial for the Committee members as well as for the Society in general. He said that various subcommittee / working party meetings were also held, in relation to the 2009 Scientific Meeting, the website and the 2010 Meeting.

Robin Stuart-Harris reported that, currently, the Society has 262 financial members (compared to 225 at the 2008 AGM and 214 at the 2007 AGM), the biggest group being surgeons. A continuing concern is the small number of medical and radiation oncologists so recruitment from these disciplines will be a strong, ongoing focus.

Robin Stuart-Harris thanked all the Executive Committee members, and in particular those who served on sub-committees.

### ***Treasurer's report***

Marie-Frances Burke reported that the Society's account on 31 December 2008 showed a positive balance of \$280,926.

In 2008, the Society had an operating profit of \$6,694. This was down from \$89,855 in the previous year when the last Scientific Meeting was held. Apart from the Surgical Workshop, other income in 2008 was derived from membership fees and bank interest on term deposit.

Dr Burke commented that the Society's financial year runs from 1 January to 31 December and that copies of the selected pages of the Auditor's Report are available for any member wishing to peruse them. The full Report is also available from the Executive Officer. As the Annual General Meeting is held in the second half of the calendar year, she presented an interim profit and loss statement / balance sheet to 24 September 2009 with the Treasurer's report.

On 24 September 2009, the Society's net assets stood at \$500,942, including an operating profit of \$210,471. These figures are largely due to the fact that:

- 1) Most members have paid their membership fees for the year 2009-2010 but the Society is yet to receive an invoice for the subscriptions to *The Breast* (approximately \$40,000).
- 2) Whilst almost all of the income from the Seventh Scientific Meeting is included in the figures, there are a number of expenditure items yet to be paid for.

Dr Burke said this was her last Treasurer's report for the Society and thanked Solei Gibbs for her work in keeping the accounts in order.

Acceptance of the Treasurer's report's was moved by Lynne Mann and seconded by Roslyn Drummond. The motion was carried.

#### ***Auditor's report and appointment***

Acceptance of the Auditor's report was moved by Lynne Mann and seconded by Roslyn Drummond. The appointment of Griffin Carr as the Society's Auditors was moved by Lynne Mann and seconded by Roslyn Drummond.

### **5. Items of business**

#### **Membership options for 2010-2011**

Robin Stuart-Harris said that it is expected that next year it will be possible to offer two types of membership; members can choose to continue with receiving the hardcopy of *The Breast* plus have on-line access, or opt for on-line access only. The latter option will naturally incur a lower cost

#### **GP education**

Robin Stuart-Harris said that an educational event for GPs will be held adjunct to the 2011 Meeting.

#### **President-Elect position**

Robin Stuart-Harris explained how many organisations have the appointment of a 'President-Elect, leading up to the role of President, to ease the transition. At this year's planning meeting, the Executive Committee decided to also adopt this policy, to provide for better continuity. Wendy Raymond has accepted the position of President-Elect and will take over as President from the 2010 Annual General Meeting.

### **6. Election of Executive membership**

Robin Stuart-Harris listed the current Directors since the 2008 Annual General Meeting as: Robin Stuart-Harris (President), Marie-Frances Burke (Secretary/Treasurer), Natacha Borecky, Nehmat Houssami, James Kollias, Warwick Lee, Lynne Mann, Wendy Raymond and Daniel de Viana. Co-opted members for the year were Roslyn Drummond, Susan Fraser, Michael Friedlander, Bruno Giuffre, Jenet Harvey, Julia Leeds, Kerry McMahon and Belinda Scott.

Robin Stuart-Harris said that Nehmat Houssami, James Kollias and Warwick Lee will now step down from their positions as Directors and become co-opted members.

Robin Stuart-Harris announced the new composition for election to the Executive Committee for the coming year:

- Robin Stuart-Harris (Medical Oncologist), President
- Kerry McMahon (Radiologist), Secretary/Treasurer
- Wendy Raymond (Pathologist), President-Elect
- Natacha Borecky (Radiologist)
- Marie-Frances Burke (Radiation Oncologist)
- Roslyn Drummond (Radiation Oncologist)
- Susan Fraser (Breast Physician)
- Lynne Mann (Surgeon)
- Daniel de Viana (Surgeon)

As there were no comments from members, the Executive Committee was duly elected.

Robin Stuart-Harris reported that Bruno Giuffre (Radiologist), Nehmat Houssami (Breast Physician and Medical Epidemiologist), James Kollias (Surgeon), Warwick Lee (Radiologist), Julia Leeds (Breast Cancer Network Australia representative) and Belinda Scott (Surgeon) will remain co-opted to the Executive Committee. Newly co-opted members will be Jacqueline Chirgwin (Medical Oncologist) and Sunil Lakhani (Pathologist).

Jennet Harvey is due to leave the Executive Committee. Robin Stuart-Harris thanked her for her long-term contribution to the Executive and the Society, including two years as President. He also thanked Solei Gibbs for her work throughout the year as Executive Officer.

#### **7. Other Business**

Robin Stuart-Harris congratulated Jack Jellins, a founding member of the Society, for being awarded an AM.

#### **8. Next Annual General Meeting date**

Saturday 10 July 2010 at 7.30am at The Langham, Auckland.

#### **9. Close of meeting**

The meeting closed at 7.55am.

**Attendance record for the Australasian Society for Breast Disease  
Annual General Meeting held on 3 October 2009**

*Members:*

Louise Allan  
Margaret Beevors  
Melissa Bochner  
Natacha Borecky  
Meagan Brennan  
Marie-Frances Burke  
Ian Burton  
Fiona Cameron  
Peter Chin  
David Clark  
Eve Clarkson  
Shashank Desai  
Roslyn Drummond  
Michael Egerton  
Susan Fraser  
Judith Galloway  
Bruno Giuffre  
Laurence Gluch  
Peter Graham  
Anthony Green  
Jennet Harvey  
Nehmat Houssami  
James Kollias  
Sunil Lakhani  
Warwick Lee  
Janet Lengren  
Lynne Mann  
Gillian McDowell  
Kerry McMahon  
Iain Miller  
Natalie Old  
Seok Ooi  
Neil Orr  
Timothy Porter  
Wendy Raymond  
Belinda Scott  
Robin Stuart-Harris  
Daniel de Viana

*Observer:* Michelle Marven

*Minutes:* Solei Gibbs, Executive Officer



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Dedicated to promoting knowledge in the areas of prevention, diagnosis and management of breast disease

**Australasian Society for Breast Disease Ltd**  
**ACN 078 271 324**

## **Treasurer's Report**

I am pleased to report that the Society's account on 31 December 2008 showed a positive balance of \$280,926.

In 2008, the Society had an operating profit of \$6,694. This was down from \$89,855 in the previous year when the last Scientific Meeting was held. Apart from the Surgical Workshop, other income in 2008 was derived from membership fees and bank interest on term deposit.

The Society's financial year runs from 1 January to 31 December and some copies of the selected pages of the Auditor's Report are available for any member wishing to peruse them. The full Report is also available from the Executive Officer. As the Annual General Meeting is held in the second half of the calendar year, an interim profit and loss statement / balance sheet to 24 September 2009 is presented with this Treasurer's report.

On 24 September 2009, the Society's net assets stood at \$500,942, including an operating profit of \$210,471. These figures are largely due to the fact that:

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**Marie-Frances Burke**  
**Treasurer**  
**25 September 2009**

# Australasian Society for Breast Disease

PO Box 1124

Coorparoo

QLD 4151

## Balance Sheet

As of September 2009

24/09/2009

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Assets	
NAB General Account	\$316,637.94
Term deposit	\$189,279.94
Prepayments	\$11,068.18
Total Assets	<u>\$516,986.06</u>
Liabilities	
Trade Creditors	\$2,500.00
Sundry Creditor (ATO)	\$3,399.00
GST Liabilities	
GST Collected	\$21,828.08
GST Paid	-\$11,682.93
Total GST Liabilities	<u>\$10,145.15</u>
Total Liabilities	<u>\$16,044.15</u>
Net Assets	<u>\$500,941.91</u>
Equity	
Accumulated Funds	\$290,470.72
Operating Profit	\$210,471.19
Total Equity	<u>\$500,941.91</u>

# Australasian Society for Breast Disease

PO Box 1124  
Coorparoo  
QLD 4151

## Profit & Loss [With Year to Date]

### September 2009

24/09/2009  
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	Selected Period	% of Sales	Year to Date	% of YTD Sales
<b>Income</b>				
Membership	\$3,289.57	9.7%	\$58,200.87	14.7%
Conference	\$30,742.32	90.3%	\$329,510.31	83.4%
Sponsorships	\$0.00	0.0%	\$568.18	0.1%
Interest Received	\$0.00	0.0%	\$6,924.70	1.8%
Other Income	\$0.00	0.0%	\$67.82	0.0%
<b>Total Income</b>	<u>\$34,031.89</u>	<u>100.0%</u>	<u>\$395,271.88</u>	<u>100.0%</u>
<b>Expenses</b>				
Accountancy Fees	\$0.00	0.0%	\$3,200.00	0.8%
Conference	\$57,852.26	170.0%	\$132,065.75	33.4%
2010 Meeting	\$1,127.79	3.3%	\$11,760.36	3.0%
Stationery/Photocopying	\$128.47	0.4%	\$1,155.62	0.3%
Bank Charges	\$0.00	0.0%	\$648.41	0.2%
Postage	\$95.96	0.3%	\$349.11	0.1%
Consultancy	\$2,475.00	7.3%	\$17,256.25	4.4%
Telephone/Fax	\$115.42	0.3%	\$2,525.44	0.6%
Sundry	\$3.64	0.0%	\$3,948.58	1.0%
Membership cost	\$20.00	0.1%	\$2,706.72	0.7%
Planning	\$191.27	0.6%	\$7,064.43	1.8%
Website	\$0.00	0.0%	\$2,120.02	0.5%
<b>Total Expenses</b>	<u>\$62,009.81</u>	<u>182.2%</u>	<u>\$184,800.69</u>	<u>46.8%</u>
<b>Net Profit/(Loss)</b>	<u>-\$27,977.92</u>	<u>(82.2%)</u>	<u>\$210,471.19</u>	<u>53.2%</u>