



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 11 October 2014 at Surfers Paradise Marriott Resort, Gold Coast

The meeting opened at 7.50am.

1. **Present:** Daniel de Viana (Chair), Kerry McMahon (Treasurer)
and members as per list (page 5)

Apologies: Ian Burton, Roslyn Drummond, Stephen Fox, Jack Jellins, Sunil Lakhani,
Janet Lengren, Reena Ramsaroop, Wendy Raymond, Michelle Reintals,

Proxies: Jack Jellins to Daniel de Viana (or failing him, Kerry McMahon)

2. Minutes from the last Annual General Meeting

Daniel de Viana tabled the minutes from the previous Annual General Meeting, held on 14 September 2013 in Cairns. Acceptance of the minutes as a true record of that meeting was moved by Bruno Giuffre and seconded by Kerry McMahon. The motion was carried.

3. Business arising from the minutes

Membership / database

Daniel de Viana reported that online membership renewal was finally launched earlier in the year. A number of members had chosen to renew online. Some members had reported problems with online renewal which had been referred to IT consultant. Solei Gibbs said that these had mainly occurred with Hotmail addresses.

There are ongoing issues in regards to members not updating their email addresses. However, in future ASBD will communicate to members in terms of newsletters and AGM and other notices only electronically. Thus, it is important for members to let Solei know when you their email address changes. Otherwise, Elsevier notifications when a new issue of *The Breast* comes online will not also not go through.

The two-tiered membership was continued. One option is both print and online access to *The Breast*, the other for online access only. Membership fees have been kept the same for the time being.

Membership recruitment

Daniel de Viana said that the Executive had continued to target individuals in specialty subgroups to join the Society. He said it was important for membership to maintain a broad cross disciplinary representation both within the membership and the Executive Committee. He asked for members' support in recruiting their colleagues.

Australasian Breast Congress and oncoplastic cadaveric workshop

Daniel de Viana reported that the convenors convenors had been David Walters, Chris Pyke, Yvonne Zissiadis, David Littlejohn and Daniel de Viana. Three international speakers were flown over, with Anne Tansley and Richard Sutton mostly involved with cadaver workshop and Hiram (Chip) Cody as keynote for the Congress.

At the time of reporting, the Congress had 289 delegates. Solei Gibbs said that of these, 140 were known to be surgeons, 23 trainee surgeons, 14 breast physicians, 13 radiation oncologists, 11 nurses, 10 radiologists, three pathologists, two medical oncologists and some 45 industry representatives.

Ultrasound courses

Daniel de Viana reported that the last ultrasound course was held on 1 March 2014 and was fully subscribed with a waiting list. The next course will be held 28 February, again in Melbourne. People have started registering already for the ASUM accredited course.

Daniel said that an advanced ultrasound course would also be held sometime in the future.

2015 Scientific Meeting

The 10th Scientific Meeting of Australasian Society for Breast Disease will be held at the Brisbane Convention & Exhibition Centre 17-19 September 2015. All four keynote speakers have been confirmed: Sophia Zakrisson, radiologist from Sweden; Philip Poortmans, radiation oncologist from The Netherlands; Fraser Symmans, pathologist from MD Anderson, US; and Pat Whitworth, surgeon from Tennessee, US.

4. Reports

President's report

Daniel de Viana reported that since the last Annual General Meeting, the Executive Committee have held four meetings to date via teleconference. Another teleconference meeting is scheduled before end of this year. A number of subcommittee meetings were held in regard to organising the Australasian Breast Congress and the 10th Scientific Meeting.

In April this year, the Executive held its annual strategic planning meeting (SPM) in Sydney. The Society's Objectives / Goals and membership were again reviewed. Items of business discussed included:

- member recruitment and retention;
- collaboration with other groups;
- the use of social media
- a smaller meeting in New Zealand in 2016;
- venue for 2017 scientific meeting to be Adelaide, Darwin or Sydney (an informal vote during the AGM showed 13 members supporting Adelaide, 12 Darwin and four Sydney);
- newsletter – another one will be published after the Congress. The plan is to include conference reviews, book reviews and case studies in future newsletters.

Daniel said that at the 2013 Annual General Meeting it was reported that the Society had 282 financial members on 30 June 2013. On 30 June 2014 membership stood at 273.

To date, 201 members have renewed their membership for the current year. Membership subscription renewals traditionally continue to arrive well until and beyond the end of the calendar year. Of those that have renewed to date, 99 are surgeons (including 8 who have specified surgical oncology), 21 breast physicians, 26 radiologists, 27 pathologists, 7 medical oncologists, 11 radiation oncologists.

Daniel thanked everyone on the Executive Committee for their commitment to the Society, for the hours of work given freely, many emails, evening teleconferences given at different hours across Australia and New Zealand, and additional late night conversations. He particularly thanked Kerry McMahon for her efforts as Treasurer and Wendy Raymond for assisting with payment authorisations. Daniel also made special mention to Yvonne Zissiadis for assisting with convening the Australasian Breast Congress. He finally thanked the convenors for 2015 Meeting.

Treasurer's report

Daniel de Viana invited Kerry McMahon to present the Treasurer's report.

Kerry said she was reporting for the financial year from 1st July 2013 to 30th June 2014.

The 12 month operating period shows a loss of \$63,117.84 (\$12,525 for the previous period). The reason for this was that whilst considerable expenditure had occurred for the Congress to be held in October 2014, there had been minimal income by the end of the financial year. Congress registrations

only began in June 2014 and much of sponsorship income occurred after 30 June. Membership renewal notices were delayed as they were sent with registration brochure so income from membership fees was also minimal by 30 June 2014. Also, much of the expenditure for 2013 Meeting occurred in the reporting period.

Income in this financial year (excluding conference income):

Membership Fees:	\$52,818	(\$52,866 previous year)
Interest:	\$10,047	(\$13,432 previous year)
Ultrasound course	\$13,809	(\$8,500 previous year)
2013 Meeting	\$179,996	(\$120,928 previous year)

Expenses for the financial year (excluding conference, US course fees):

Journal:	\$23,624	(\$27,000 previous year)
Secretariat, Bank charges, Stationary, Telephone etc	\$73,729	(\$51,824 previous year)

The full details of income and expenditure were available on the profit and loss statement for the financial year ended 30 June 2014.

The Society's retained equity as at the 30 June, 2014 was \$271,813 (\$334,931.23 in previous year).

A copy of the Auditor's report was available for any member wishing to peruse it.

Kerry said that a profit of around \$80,000 was expected from the Australasian Breast Congress which would be equally divided by ASBD and BreastSurgANZ.

Acceptance of the Treasurer's report was moved by Deborah Pfeiffer and seconded by Catherine Shannon.

Auditor's report and appointment

Acceptance of the Auditor's report was moved by Deborah Pfeiffer and seconded by Catherine Shannon. The appointment of McFillin Audit Services as the Society's Auditors was moved by Yvonne Zissiadis and seconded by Susan Fraser.

5. Items of business

2016 Educational activity

Daniel de Viana reiterated that the Executive had agreed to hold a smaller meeting or workshop in New Zealand in 2016 and Richard Harman and Reena Ramsaroop would be involved in convening it.

Social media and website / member recruitment

The Executive had agreed that a Linked in page would be established before end of year with the involvement of a subcommittee. Sanjay Warriar said that the use of social media would help to recruit members but also engage them. A social media site could be run by a multidisciplinary group of younger members who use this media a lot. He said that it would not be necessary to make daily updates.

Jennifer Cawson said that efforts should particularly target trainees. Catherine Shannon said it would be important to engage trainees from various disciplines and particular programs should be targeted at them. However, it was agreed that medical oncologists needed a different approach as more of a stand-alone group. The Executive will discuss a multidisciplinary workshop for trainees.

6. Election of Executive membership

The composition of the Executive Committee since the 2013 AGM:

Daniel de Viana, Kerry McMahon, Meagan Brennan, James French, Wayne Jones, Bogda Koczwara, Sunil Lakhani, Nirmala Pathmanathan, Wendy Raymond, Catherine Shannon and Yvonne Zissiadis.

As Wayne Jones and Bogda Koczwara had to step down from directorship unexpectedly early in the year, Catherine Shannon and Nirmala Pathmanathan took over the vacancies.

Co-opted members for the year were incoming directors: Stephen Fox, Richard Harman, Reena Ramsaroop, Michelle Reintals, Nirmala Pathmanathan and Catherine Shannon. Outgoing co-opted members were Roslyn Drummond, Sue Fraser and Bruno Giuffre.

At this Annual General Meeting, Sunil Lakhani will step down as Director but stay on the Executive as co-opted member. Michelle Reintals is nominated to become new Director.

On behalf of the Executive Committee, Daniel de Viana nominated the following composition of full Directors for the Committee to be elected for the coming year:

- Daniel de Viana (Surgeon), President
- Kerry McMahon (Radiologist), Secretary/Treasurer
- Meagan Brennan (Breast Physician)
- James French (Surgeon)
- Nirmala Pathmanathan (Pathologist)
- Wendy Raymond (Pathologist)
- Michelle Reintals (Radiologist)
- Catherine Shannon (Medical Oncologist)
- Yvonne Zissiadis (Radiation Oncologist)

As no member had any comments on the nominations this Executive Committee was duly elected.

7. Other Business

There was no other business to discuss.

8. Next Annual General Meeting date

Saturday 19 September 2015 at the Brisbane Convention and Exhibition Centre.

9. Close of meeting

The Annual General Meeting closed at 8.22am.

**Attendance record for the Australasian Society for Breast Disease
Annual General Meeting held on 11 October 2014**

Daniel de Viana and Kerry McMahon and the other following Members:

Susan Anderson
Melissa Bochner
Meagan Brennan
Marie-Frances Burke
Hugh Carmalt
Jennifer Cawson
Lisa Creighton
Ellen Dooris
Elisabeth Elder
Susan Fraser
James French
John Gault
Susan Gerred
Bruno Giuffre
Laurence Gluch
Peter Graham
Anthony Green
Saud Hamza
Richard Harman
Erica Whineray Kelly
Jason Lambley
Farid Meybodi
Joanna Morgan
David Oliver
Nirmala Pathmanathan
Deborah Pfeiffer
Christopher Pyke
Elisabeth Rippy
Liu-Ming Schmidt
Catherine Shannon
Andrew Spillane
Saifulla Syed
Donna Taylor
Owen Ung
Sanjay Warriar
Mariola Wierna
Yvonne Zissiadis

Observers:

Chantel Thornton

Minutes:

Solei Gibbs, Executive Officer