



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 Annual General Meeting

Saturday 13th October 2018
4.45pm, Hospitality Suite 6
Melbourne Convention Centre

MINUTES

	Item	Action/Who
1 Attendance		
See end of minutes		
2 Minutes from the 2017 AGM		
Meagan Brennan moved that the minutes from the last meeting be accepted. This was seconded by Yvonne Zissiadis.		
Business Arising		
3.1 Membership		
<i>Payments for multiple years</i>		
The option for paying for multiple years is being pursued with the web developer. Currently there are some limitations with the software being used and this is being investigated.		
<i>Current Membership</i>		
SPECIALTY		
Admin	2	
Breast Physician	29	
GP	7	
Medical Oncologist	9	
Nurse	17	
Pathologist	18	
Radiation Oncologist	27	
Radiographer	2	
Radiologist	28	
Surgeon	96	
	TOTAL	235
Associate	19	
Full	129	
Premium	87	
TOTAL	235	
Suggestions were made to encourage membership:		
<ul style="list-style-type: none">• When registering for a conference have a pop-up that appears before you register to explain member discounts and encourage membership prior to registration.• Explain the benefits of ASBD – why you would want to join.• Target specialist groups eg GP breast interest group• Target surgeons to pass on emails to MDT. – ask them to circulate it.• Have a flyer at conferences and a membership drive at conferences		

3.2 New executive structure - review

We have now been working under the new constitution for 12 months. We have added an additional director's position to make an executive team of 10. A larger executive is advantageous for us as we need executive on the organising committee for conferences but prefer them to do it every second year as the workload is too great. The executive role is for two years but with the option to extend to four. This is a positive option as it allows people to grow in the role. We need to ensure that we continue to engage a mix of specialties in the director positions.

4.1 President's Report

Presented by President – Yvonne Zissiadis

- Just completed 12 months under our new constitution
- No major issues experienced
- Membership numbers are steady
- This year's collaborative meeting with BreastSurgANZ and CoBrCa has been our biggest meeting to date
- Our signature pre-meeting workshops have continued and 2018 has seen our largest number of registrants EVER.

Executive Update

- Welcome to our new executive members: Mr Peter Chin, Dr Nicholas Repin (August 2018) and Dr Patty Connor (October 2018)
- A huge thank you to Dr Michelle Reintals who is stepping down after 5 years. Michelle has been a very hard-working member of the executive during her term and her contribution has been outstanding
- After 3 years as President, it is my pleasure to hand the Presidency to A/Prof Elisabeth Elder

4.2 Treasurer's Report

Presented by Treasurer – Minjae Lah

It is my pleasure to deliver my first Treasurer's report for the Australasian Society for Breast Disease (ASBD) at the AGM 2018, here in Melbourne. The timing is made especially joyous for this reporting, at the conclusion of the successful Melbourne International Breast Congress. I have taken over the Treasurer position from A/Prof Meagan Brennan at the last AGM. As a relatively new Executive Committee member to ASBD, the last twelve months have surely been a stiff learning curve for me to familiarise myself to the financial matters of the Society. Meagan served the previous three years as Treasurer and with the rest of the ASBD Executives, she left a strong financial position for me to inherit. For the past three years, ASBD and its Executives have made progressive changes to the financial record keeping and reporting structure to bring more transparency to the finances of the ASBD.

As you will hear from Yvonne shortly on her President Report, our Society continues to grow in its membership and reputation nationally and internationally, especially through our scientific meetings. ASBD is all about kudos rather than profit. However, without healthy financial standing, delivering successful conferences such as one this year will not be a reality.

I now report the ASBD financial statements of the financial year, 1 July 2017 to 30 June 2018.

FINANCIAL STATEMENTS

(audited by McFillin Audit Services, Qld)

For the year ended 30 June 2018, ASBD has made an overall profit. Surplus for the year was \$34,387.30. This is the third consecutive year that ASBD has achieved net profit with the last year's profit of near \$24,000.

Expenses

The biggest expense item for ASBD is the management of the annual Conference. The



annual conference is ASBD's principal activity with a budget over \$400,000 reported this year.

As the conference is usually in the first or second quarter of the financial year, we tend to have expenses related to the conference at the end of one year and income related to the conference at the beginning of the next. For clarity around the costings generated from the year's conference, attempts are made to carry over all conference income and expenses to the following financial year and report. Therefore, the below listings include the costings relating to the 11th Scientific Meeting on the Gold Coast in 2017 in this financial year report. However, as you will notice in the breakdown of the expenses, we still have an expense item, 'uncollectable GST Refund – NZ', that was a carry-over expense of \$28,438.46 from the 2016 New Zealand Conference. Corresponding expense items are listed from the 2017 financial year report for comparison.

	2018	2017
1. Advertising	0.00	1,559.09
2. Administration	5,672.19	2,794.00
3. Conference	272,815.62	414,153.51
4. Consultant fees	90,412.57	64,528.81
5. Insurances	2,445.45	2,552.54
6. Interest Paid	258.00	0.00
7. Legal expenses	955.00	3,197.64
8. Meeting expenses	5,773.65	1,028.18
9. Breast journal	29,770.79	24,910.58
10. Postage	132.65	39.32
11. Printing and Stationary	224.14	746.87
12. Sundry expenses	2,197.15	1,150.65
13. Auditor	2,100	2,100
14. Telephone and Internet	1,553.18	2,024.06
15. Graphic Design	1,475.00	300.00
16. Donations	0.00	826.50
17. Subscriptions – Admin	0.00	684.08
18. Travel & Accommodation	19,466.18	8,421.19
19. Uncollectable GST Refund – NZ	28,438.46	0.00
20. Website Expenses	3,892.82	7,150.00
TOTAL EXPENSES	\$465,482.85	\$536,069.02

Revenue

The membership fees and conference income constituted most of revenue for ASBD for this year. Bank interest generated extra \$758.74.

	2018	2017
1. Membership Fees	63,805.45	54,964.18
2. Conference Income	444,706.22	511,658.04
3. Interest	758.74	2,104.04
TOTAL REVENUE	\$509,270.41	\$568,726.26

ASBD STATEMENT OF FINANCIAL PERFORMANCE

Balance sheet for the year ended 30 June 2018

Current Assets (term deposit, cash and other)	\$352,697.32
Liabilities (Trade and other payables)	\$39,638.28
Net Assets	\$313,329.04
Total Equity	\$313,329.04
Total Revenue	\$508,511.67
Auditors	(\$2,100.00)
Accountancy Expenses	(\$2,620.00)
Finance Costs	(\$4,680.26)
Other Expenses	(\$465,482.85)

Profit for the year	\$34,387.30	
This is the ASBD financial report for the financial year, 1 July 2017 to 30 June 2018.		
5 Election of new Directors		
Dr Michelle Reintals, radiologist, resigned and nominated Dr Patty Conner, radiologist, to replace her. Patty was elected into the position of director. A/Prof Elisabeth Elder was elected as the new ASBD president and Dr Yvonne Zissiadis will assist her as vice president. The new executive is:		
Name	Discipline	
A/Prof Elisabeth Elder - PRESIDENT	Surgeon	
Dr Yvonne Zissiadis - VICE PRESIDENT	Radiation Oncologist	
Dr Cath Shannon - SECRETARY	Medical Oncologist	
Dr Minjae Lah - TREASURER	Radiation Oncologist	
Dr Jennifer O'Sullivan	Breast Physician	
A/Prof Nirmala Pathmanathan	Pathologist	
Dr Reena Ramsaroop	Pathologist	
Dr Peter Chin	Surgeon	Commenced 1 Aug 18
Dr Nicholas Repin	Radiologist	Commenced 1 Aug 18
Dr Patty Connor	Radiologist	Commenced 13 Oct 18
6 Items of Business		
2019 plans		
12 th Scientific Meeting will be held at RACV Royal Pines Resort QLD 10-12 th October 2019. Other ASBD courses: The Ultrasound course will be held in February/March in Melbourne. Kerry has met with Sarah Ferguson from BreastSurgANZ and they are keen to work with ASBD. The possibility of ASBD running a half-day communications course for trainees in conjunction with the Ultrasound course was discussed. This will be further investigated.		
Other topics of interest for ASBD workshops were: a self-care workshop – care for the carer – how to avoid burnouts, and 101 sessions		
Next AGM Date		
The next AGM will be held at the ASBD 12 th Scientific Meeting at RACV Royal Pines Resort QLD on Friday 11 th October 2019.		
Meeting Closed at 6.00pm		

ASBD 2019 AGM

Baruch, Morag
 Brennan, Meagan
 Chin, Peter
 Elder, Elisabeth
 Freeman, Lea
 Lah, Minjae
 Menday Lee, Naomi
 O'Sullivan, Jennifer
 Pathmanathan, Nirmala
 Pfeiffer, Debbie
 Reintals, Michelle
 Zissiadis, Yvonne

Drummond, Roslyn
Eyles, Kerry
De Viana, Daniel
Gluch, Lawrence
Taylor, Donna
Leong, Su-Lin
Lewis, Kerry

Apologies

Nick Repin
Warren Hargreaves
John Boyages
Susan Gerred
Wendy Raymond
Bruno Giuffre
Catherine Prather
Letitia Hanson
Reena Ramsaroop
Patty Connor
Michael Hughes
Cath Shannon

