



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

Friday 28th October 2016 at 12.30 pm,
at the Fairmont Resort, Leura, NSW

MINUTES

Item	Action/Who
1 Attendance	
See end of minutes	
2 Minutes from the 2015 AGM	
Deb Pfeiffer moved that the minutes from the last meeting be accepted. This was seconded by Michelle Reintals.	
Business Arising	
<p>Articles of Association are being re-written, but are not ready to be reviewed due to delays with the lawyer. This will be carried over to the next AGM.</p> <p>Two co-opted executive will move the executive: A/Prof Donna Taylor and Dr Deborah Pfeiffer. Donna has expressed her concerns about the time commitment involved. The only real change in becoming a full executive is the voting rights. It is expected that half the executive would be involved in one conference and the other half in the conference the next year.</p> <p>Dr Daniel de Viana will step down from a full member to a co-opted member. Dr Reuben Broom, Medical Oncologist from Auckland, and Dr Kirsty Stuart, Radiation Oncologist from Westmead will join the executive as co-opted members. It is hoped that Reuben will be able to boost the NZ membership numbers.</p>	
President's Report	
<ul style="list-style-type: none"> • Strategic planning meeting Feb 2016: updated Articles of Association, discussed website development, membership, communication • Membership was opened up to Allied health working in breast disease as Associate members with a reduced joining fee of \$110, and no voting rights. This will be reflected in the new Articles of Association • Welcome to the meeting John Boyages, one of the founding members of ASBD. • Dr James French resigning from the executive. <p>Membership information 2016</p> <ul style="list-style-type: none"> • 215 members are financial • 196 Australian • 16 New Zealand • 1 Germany • 1 Hong Kong • 1 Singapore • 100 pay option A @ \$295 • 114 pay option B @ \$200 • 1 option C allied health @ \$110 • We need to promote the new Associate membership to Allied Health 	

- **Membership by Specialty**

Speciality	Count
Breast/Endocrine/General Surgery	95
Cyto/Histo Pathology	20
General Practice	9
Radiation Oncology	14
Breast Physician	25
Radiology	26
Administration	2
Medical Oncology	9
Plastic surgery	1
Radiography/Mammography	1
Education	1
Surgical Oncology	9
None	3

- **Meeting update**

- **Brisbane ASBD Scientific Meeting 2015**

- (included in this financial report)

- Income \$321,421
 - Expenses \$251,596
 - Profit \$69,825

- **ABC2 conference 2016**

- (to be reported in 2016-17 financial report)

- Profit \$213,810 (shared equally between the two organisations).
 - Very successful and profitable ABC2 in Auckland. Collaboration between ASBD and BreastSurgANZ. Excellent feedback on workshops held in Auckland. Will carry this on with the 2017 conference.
 - ABC2 report: - 380 delegates
 - ABC2 delegate breakdown

- 31 Allied health

- 42 BCNs

- 11 Breast Physicians

- 60 Exhibitors

- 1 GP

- 8 Oncology

- 17 Other

- 7 Pathology

- 16 Radiation Oncology

- 25 Radiology

148 Surgery

12 Event Guests

2 Other

TOTAL 380

- Conference Update – ABC2
 - Overwhelmingly positive feedback
 - First ever full-day Radiation Education Symposium held prior to the multidisciplinary program and run at the same time as the BreastSurgANZ Oncoplastic workshop.
 - Large and successful consumer education morning which was sponsored by the BCF NZ
 - Profit of >\$50,000 (MB to discuss)
- Membership update: - 215 full financial members (stable)
 - specialties well represented (see table)
 - only 16 NZ members which is surprising considering location of ABC2 and recent engagement. Urge the NZ members of the executive to engage with colleagues
- Website development has been slow. Online registration renewals possible and work is continuing on website
- Newsletters
- FINAL FAREWELL TO KERRY MCMAHON: who will be leaving the executive.

Kerry joined ASBD in 2007 and has worked tirelessly as an executive member and as treasurer. She, was instrumental in getting ASBD back on track last year after the tumultuous previous years. Kerry's honesty, hard work and pragmatism will be sorely missed. I would really like to thank Kerry for all that hard work that she put in. It was very much appreciated by me personally as well as the other members of the executive.

Treasurer's report – Meagan Brennan

*Delivered by teleconference to AGM, Leura.
The Auditor's report was available during the meeting.*

I am pleased to report on a successful financial year for ASBD. The Society is in a strong financial position, and importantly there are rigorous financial practices in place.

As most members are aware, there have been a few challenging financial years

for ASBD in the recent past. This resulted in significant upheaval early in 2015. There was a change in Executive Officer at that time and I would like to thank Kerry Eyles for her tireless work since she came on board. The Executive and Kerry have implemented several changes:

- new cloud-based accounting system using MYOB
- establishment of on-line banking system, including a change from NAB to Commonwealth Bank
- robust record keeping with several levels of accountability and oversight.

Following three years of financial loss, (including >\$10,000 loss in 2014-15 and >\$30,000 loss the year before), ASBD has a small overall profit this year (2,250) and a much greater projected profit for next year.

Conference management

The ongoing challenge for ASBD is the management of the Conference, which was traditionally every 2 years but it has been annual for the last few years. While it is additional work, the conference is our main source of income so the annual conference is good for the organisation.

From a financial point of view, the conference challenges are:

1. Managing a large budget (over \$520,000 in the case of the Auckland 2016 conference)
2. 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. We therefore have received advice from our financial advisors that all of the conference expenses should be carried over to the following financial year and reported in the year the conference was held, not the year prior.
3. Joint conferences (this year with ABC2 with BreastSurgANZ) have added complexity
4. International banking AU\$ and NZ\$ and GST in two countries was a new issue for us this year due to ABC2 being held in Auckland.

Brisbane ASBD Scientific Meeting 2015

(included in this financial report)

- Income \$321,421
- Expenses \$251,596
- Profit \$69,825

ABC2 conference 2016

(to be reported in 2016-17 financial report)

- Income \$527,552
- Expenses \$313,741
- Profit \$213,810 (shared equally between the two organisations).

(Likely additional refund from NZ GST will add to this profit)

The success is testament to the hard work of the Executive Officers of both organisations and the joint Organising Committee in delivering the conference as cost-effectively as possible and securing a high level of sponsorship.

The success of ABC2 is also a reflection of the amazing support from the members of both organisations in attending and promoting the meeting.

Report on the 2015-16 Financial year

(note this does not include the expenses or income from ABC2 but does include the expenses and income from Brisbane Sept 2015 including those incurred prior to July 1, 2015).

Profit and Loss

Revenue

1. Membership	\$48,961
2. Ultrasound course	\$2,700
3. Conference Brisbane	\$321,421
4. Interest on term deposits	\$4,138
Total revenue	\$377,220

Expenses

1. The Breast journal	\$23,987
2. Conference/Ultrasound	\$251,596
3. Accounting/Audit	\$4,200
4. Consultant fees (EO)	\$61,984
5. Insurance	\$5,555
6. Planning meeting	\$5,577
7. Bank fees	\$6,007
8. Other	\$16,063
Total expenses	\$374,969
Net profit	\$2,250

Balance sheet

Assets	\$807,444	
	Includes	
	• Cash	\$375,249
	• Term deposit	\$147,789
Liabilities	\$552,525	
Net Assets	\$254,919	
Total Equity	\$254,919	

I now report the ASBD financial statements of the financial year, 1 July 2015 to 30 June 2016, which show an operating profit for the year of \$2,250.

The Balance sheet shows total net equity of \$254,919 at 30 June 2016.

The auditors were very impressed with the quality of the book keeping

compared to previous years. Thanks to Kerry Eyles for implementing new stringent book keeping practices.

Michelle thanked Meagan for her efforts as treasurer and also acknowledged and thanked the previous treasurer Kerry McMahon for her efforts during a difficult time.

Other Business

1. Meagan Brennan has decided to step down as treasurer. Yvonne thanked Meagan for all her hard work over the last 12 months. It has been a steep learning curve for all of us and Meagan has handled the challenges with patience and determination. The role of treasurer is now vacant and other members of the executive are called upon to express an interest for this role. Please contact Yvonne Zissiadis if you are interested.
2. We will promote our new membership level Associate by being inclusive – by creating specific workshops and sessions that target Allied Health at our conferences. We should publicise our membership levels broadly.
3. We should look at multi-year membership with a discount. Discuss this at a Strategic Planning Meeting
4. Recent feedback from a couple of long-standing ASBD members has indicated that there are concerns that our Society has become very surgically biased and in particular a bias towards oncoplastic surgery. Our major educational event this year, the ABC2, was a joint collaboration with our BreastSurgANZ colleagues and we were lucky to have both national and international speakers of such high calibre that they were a significant part of both the BreastSurgANZ oncoplastic workshop and the ASBD multidisciplinary part of the agenda.
5. Yvonne would like to reassure the membership that we remain a multidisciplinary organisation with the executive consisting of 2 representatives of all the medical specialties. Our next meeting in 2017 is focusing on the multidisciplinary management of breast cancer with all its controversies and quandaries.
6. **Next meetings:** next strategic planning meeting will be held Feb 18th 2017, next AGM will be held at the Sheraton Mirage, Gold Coast during the 2017 ASBD multidisciplinary meeting (5th-8th October)

Meeting Closed 1.30pm AEDST

ASBD 2016 AGM

Attendees

Yvonne Zissiadis
James French
Nirmala Pathmanathan
Daniel De Viana
Donna Taylor
Debbie Pfeiffer
Wendy Raymond
Christobel Saunders
John Boyages
Nehmat Houssami
Colleen O'Sullivan
Julienne Grace
Elisabeth Rippy
Shirley Jorgensen
Bruno Giuffre

Phone In

Meagan Brennan
Reuben Broom
Michelle Reintals
Kerry McMahon

Apologies

Cath Shannon
Richard Harman
Reena Ramsaroop
Tony Green
Laurence Gluch
Jason Lambley
Sue Fraser