

**2018 AGM Minutes**

12.34pm Thursday 11<sup>th</sup> October 2018

Pullman on the Park, Melbourne

**1. Welcome & Open**

The meeting was opened by Executive Director, Julia Morphet at 12.34pm. Call for apologies/proxies and to ensure members only present.

**2. Attendance / Minutes**

*Members present – see list*

*Apologies*

No apologies received. No proxies received from the floor

*Confirmation of 2017 Minutes* – Call for member to confirm the Minutes from 2017 AGM are a true and accurate representation of the previous Annual General Meeting.

**Confirmed** – John Thompson – **Seconded** – Lisa Kuhn. No corrections.

**3. Executive Director**

The incoming Executive Director, Dr Julia Morphet discussed and advised members of the following items:

- Special thanks to those Board members who are resigning, for their support and contribution and announced the new Board:

**Outgoing Board members:**

- Alana Clements (NSW)
- Antony Robinson (NT)

- Welcome two new Fellows to the College:

- Rachel Cross (VIC)
- Lt Thomas Miller (NSW)

**2018/2019 Executive Committee:**

- Dr Julia Morphet – Executive Director
- Wayne Varndell – Associate Executive Director
- Lorelle Malyon – Administrative Director
- Joanne Morey – Acting Financial Director

**2018/2019 Board**

- NSW: Wayne Varndell & Kylie Stark
- NT: *Vacancy x2*
- QLD: Lorelle Malyon & Katie East
- SA: Jack Fabian & Cathi Montague
- TAS: Maria Unwin & Jodi Donoghue

- VIC: Julia Morphet & Jo Morey
  - WA: Sarah-Louise Moyes/*vacancy*
- A call for nominations for National Board representatives for the following Branches was also made:
  - NT (x2)
  - WA (x1)
- The following Board members have been appointed as Portfolio Committee Chairs/Co-Chairs:
  - Marketing – Sarah-Louise Moyes & Jack Fabian
  - Membership & Representation – Maria Unwin & Jodi Donoghue
  - National Education Committee (NEC) – Katie East & Jodi Donoghue
  - Professional Practice Standards – Wayne Varndell & Lorelle Malyon
  - Research – Julia Morphet
- Formal thanks for all Committee members for their hard work over the year.
- **Membership survey** – survey was circulated to all members in order to collect more information on members to allow for better planning of educational events and providing more targeted information. (results displayed)
- **Strategic Plan** – has been revised and is available on the website
- **Listing of all Events** held by Branches
- **Training Agreements** – to be brought in for all educational consultant/contractors to allow for better governance
- **CENA TNP**
  - 18 courses/218 participants for the financial year
  - LMS utilised to offer online course materials
  - Special thanks to the CENA TNP Steering Committee and the Faculty for their significant efforts
- **AUEC Rebrand** – AENJ re-branded successfully to AUEC (Australasian Emergency Care journal)
  - Formal thanks to Editors, Reviewers and people who submitted articles.
  - Applications for International Editorial Committee to be called for
- **Governance** – A working group has been established to examine a reform of CENA's current Branch based structure
  - Julia has attended several Branch meetings and has listened to members concerns and suggestions. These have been taken back to the Working Group and will be addressed in the new plan
  - Group aims to have new structure available for vote at 2019 AGM.

## 5. Financial Report

- Financial Director, Joanne Morey, spoke to the financial report as circulated in the 2018 CENA Annual Report. Copies of the report were also available on the CENA website.
- **Membership renewal** will be changed to a financial year renewal system rather than a calendar year to allow for better financial planning. Renewal date will be 1<sup>st</sup> July 2019. Invoices to be sent prior to June 30<sup>th</sup>, 2019 for payment within financial year.

- Joanne Morey proposed a motion that - *“The Audited Financial Report for the period ended 30 June 2018 be accepted and that Bentleys Tasmania be appointed as the 2019 Auditor.”*

**Seconded - Debra Berry. The motion was accepted by all members.**

## **6. Questions & Comments**

### **Why was July chosen?**

- Finance Director, Joanne Morey, responded. Making the renewal date coincide with the financial year would enable the College to track current income and project future income and be able to identify trends in membership.
- Member concerns about the timing – renewal being close to AHPRA payment - have been discussed extensively at Board level and this was the best option.

**No further questions or comments received.**

## **7. Close**

The AGM was closed by the Executive Director Dr Julia Morphet at 13:15.

## College of Emergency Nursing Australasia AGM 2018

### Register of Attendance

Allen	Rachel	McShane	Jo-Anne
Berry	Debra	Moran	Sonya
Bonello	James	Morey	Jo
Broadbent	Marc	Morphet	Julia
Colby	Suzanne	Moyes	Sarah-Louise
Connell	Cliff	O'Brien	Gavin
Connell	Danielle	O'Brien	Delia
Connell	Kandy	Peek (Makuch)	Haley
Cornish	Sarah	Peel	Rebecca
Costello	Julia	Porter	Joanne
Cox	Lisa	Pryce	Alex
Cross	Rachel	Sandry	Kate
Cruse	Michelle	Stone	Theona
Decker	Kelly	Tanti	Erin
Dunshea	Kevin	Thompson	John
East	Katie	Varndell	Wayne
Elder	Elizabeth	Watkins	Chantel
Fawcett	Kylie		
Finucane	Julie		
Foster	Wayne		
Garlick	Don		
George	Anna		
Gorman	Vanessa		
Hall	Sarah-Kate		
Harding	Susan		
Henderson	Nadia		
Innes	Kelli		
Jaggard	Hollie		
Johnston	Amy		
Jones	Tamsin		
Kuhn	Lisa		
Klim	Sharon		
Malyon	Lorelle		