



Australasian Sexual Health & HIV Nurses Association Inc

Annual General Meeting

Minutes

Wednesday 16 September 2015

Time: 7.15am-8.45am

Venue: Rydges South Bank, Brisbane QLD

Chairperson: Cherie Bennett

Minutes: Shannon Woodward/Cherie Bennett

1. Present:

Amanda Bearcroft
Cherie Bennett
Karen Biggs
Catherin Brown
Andrew Buggie
Emma Clements
Rendry Del
Rosario
Mary Florance
Nikitah Habraken
Belinda Hengel
Julie Hill
Louise Holland
Ann Kelly
Garry Kuchel
Michael O'Reilly
Donna Tilley
Kirsten Thompson
Maureen Todkill
Terri Warren
Emily Wheeler
Brad Whitton
Shannon
Woodward
Michael Curry
Ange Davidson
Elizabeth Kennedy
Adriana Raffa
Alison Mears

Annie Tangey
Michelle Goodmill
Melissa Power
Mark Hanlon
Kay Morton
Kate Allardice
Maggie Kiana
Stephanie Fox
Jeffrey McMullen
Suzanne Wallis

Apologies

Jean Cowling
Denise Cummins
Sandra Gregson
Nives Houlihan
Kate Salisbury
Jenny Wikes



2. Confirmation of minutes

2.1 Confirmation of minutes from preceding AGM 2014

Moved: Donna Tilley

Seconded: Brad Whitton

3. Committee Reports

3.1 President's Reports – Cherie Bennett, 2015 ASHHNA President Report

It has been a steep but enjoyable learning curve since taking on the role of President for ASHHNA. I am extremely grateful to the huge amounts of support and guidance from ASHHNA's previous president Donna Tilley who was in the role for the previous five years. This leads onto ASHHNA's year in general – a year of transition as 2015 saw several new members join the ASHHNA executive. Like myself all new executive members have been learning the roles and functions of the executive while identifying which portfolios they would like to be working on.

ASHHNA held its face-to-face planning day in February allowing for a perfect opportunity for executive members new and old to meet face-to-face. The day was kindly hosted by RPA Sexual Health Clinic in Sydney. Key outcomes of the day included; increasing the profile ASHHNA, increasing the membership base and developing a marketing plan to support these activities. Within each of these key outcomes the executive explored key activities that would assist in achieving these goals via a brainstorming activity conducted by an external facilitator.

This year also saw the finalisation of the revamp of the ASHHNA website. This has been arduous task and successfully coordinated by Donna Tilley. The main updates to the ASHHNA website include:

- Fresh new look
 - Mobile responsive
 - Easy navigation with buttons on the front page to take you to key ASHHNA info
- Blogs on current issues in latest news
- Online membership application and payment via PayPal

ASHHNA continues to represent the interests of nurses in sexual and reproductive health and HIV on a number of national committees and is asked to endorse and provide comment on educational activities and clinical guidelines relevant to nursing.

This year ASHHNA have represented the specialty Coalition of National Nursing Organisations (CoNNO) meetings, ASHM clinical oversight committee, ASHM HIV treatment committee and ASHM education committees and sit on the Australasian Sexual Health Alliance (ASHA). There are three active state sub-branches that hold educational meetings and provide a state based network for members.



As you can see it has been another busy and productive year for ASHHNA. As per previous years we are in a sound financial position and continue to work towards our planned goals. This could not be done without the hard work of all the members of the executive and the support of members, who provide the foundations of the association. I would also like to especially thank Nicky Sharp and Karen Biggs who are stepping down from the executive. Nicky and Karen have both played an integral part on the executive and I speak on behalf of all the ASHHNA executive in thanking them for her ongoing efforts. Lastly, I would like to thank all of the ASHHNA executives support and assistance in my first year as president.

3.2 Sub Branch Reports

Sue Porter Sub Branch Liaison Officer, 10 September 2015

ASHHNA Sub Branch AGM Report 2015 Sue Porter Sub Branch Liaison Officer September 2015 Australian Capital Territory:

The ACT first meeting was attended by nurses from Canberra Sexual Health, ACT Woman's Health and the Junction Youth Health Service. The Nurse practitioner and registered nurse from the Junction spoke about service provision i.e. contraception, brokerage for termination of pregnancy, counselling, transport to appointments and a recent intervention for providing breakfast. This meeting provided valuable insight into their service, networking and education. The next meeting will be held in October/ November which will provide feedback from the World STI and HIV Conference.

Contact Sub Branch Coordinator: maureen.todkill@act.gov.au

Western Australia:

Western Australia's next meeting will include an election of a new sub branch coordinator. I would like to express my gratitude on behalf of ASHHNA executive to Stephen for holding this position and supporting the WA sub branch and look forward to the announcement of the new coordinator.

Contact Sub-branch coordinator: Stephen Plecas : Stephen.Plecas@srhwa.com.au

South Australia:

Three to six monthly meetings are planned with the next meeting scheduled for 15 October. Guest speakers have been invited to report on the Sexual Health Project of the Aboriginal Council of South Australia and the new Metropolitan Youth Health Service.

Contact Sub Branch Coordinator: heather.woods@sa.gov.au

ASHHNA HIV Sub branch:

Do you work in the area of HIV, join this new sub branch. The focus of the group will be to network with other nurses across Australasia to share best practise, ideas and research. Contact Samantha Libertino HIV Clinical Nurse Consultant, Fiona Stanley Hospital, Western Australia. Sam.Libertino@health.wa.gov.au Please include your name, role, address, email and phone number.



4. Treasurer's Annual Financial Report

2015 ASHHNA AGM Financial Report – Brisbane 16/09/2015

Treasurer Financial Report for ASHHNA Financial Year 01/09/2014 – 31/08/2015

The cash book balance of the Associations Bank Accounts as at 31st August 2015 is:

Cash Situation

Total balance of cheque account and term deposit 31st August 2015 is **\$20,216.68**

Bank cheque account balance 31st August is **\$3,702.36**

PayPal account balance 31st August 2015 is **\$2,325.96**

Total **\$6,028.32**

Term Deposit (interest earned)

For 2009 - 2010 period \$370.51 For 2010 – 2011 period \$669.12

For 2011 – 2012 period \$723.38 For 2012 – 2013 period \$610.54

For 2013 – 2014 period \$575.43 For 2014 – 2015 period \$429.82

Total reinvested on 1/7/2015 is **\$14,188.36**

Current interest rate for this period 2.4% per annum - to mature on 1/7/2016

Income

Membership Income for Sept 2014 – August 2015 – 137 Members = **\$8,069.58**

Other Income: Sponsorship for 2015 scholarship - **\$3,000.00**

Sponsorship of 2014 Conference Nurses Meeting / AGM - **\$0**

Sponsorship of Website - **\$0.00**

Refund from Cath Hakanson - **\$1,000.00**

Total Income for 2014 -2015 period = \$12,069.58

Expenditure Total Expenditure for Sept 2014 – August 2015 = \$15,355.96

Bank Fees – (\$15.50 x 12) - **\$186.00**

PayPal Fees – **\$150.42**

Australia Post PO Box renewal and redirection – **\$0.00**



- GIO Business Insurance - **\$605.00**
- NSW Fair Trading Annual Statement and records - **\$110.00**
- Web site and maintenance - **\$841.00**
- Web site development - **\$3,960.00**
- ASHHNA Printing and Postage costs - **\$201.00**
- ASHHNA Resources Graphic Design - **\$0.00**
- CoNNO Meeting attendance costs - **\$460.44**
- ASHM Membership - **\$690.00 (2014 and 2015)**
- 2015 Planning Day Costs - **\$4,032.10** (incl \$543.45 unable to be reimbursed from 2014)
- Nurses prize 2014 Conference – (2 x free memberships & chocolates) **\$120.00**
- Sydney 2014 Conference AGM Meeting costs - **\$0.00 (Drug Company sponsored)**
- ACT Sub branch meetings – **\$0.00**
- WA Sub branch meeting - **\$0.00**
- VIC Sub branch meeting – **\$0.00**
- SA Sub branch Meeting - **\$0.00**
- Scholarships - **\$0.00**
- Cath Hakanson - \$1,000.00 (scholarship cheque cashed twice refunded)

Scholarship Winner/s 2014 – 2015 period – total \$3,000.00

- 1. Belinda Hengel - \$1,500.00**
- 2. Laura Cunningham - \$1,000.00**
- 3. Nassim Nankumbi - \$500.00**

Outstanding expenses as of 31st May (not included in expenditure total above)
 \$14.70 for ACT sub branch meeting

5. Election of Office Bearers – All positions elected unopposed

No.	Executive Positions	Names of nominees
	President	Cherie Bennett
	Vice President	Vacant
	Treasurer	Brad Whitton
	Secretary	Shannon Woodward



<p>Position without portfolio (10 positions) NOTE – 11 names due to Vice President position being vacant</p>	<p>Andrew Buggie Emma Clements Kirsty Flemming Garry Kuchel Anna-Lucia McCusker Joanne Perks Melissa Power El Thompson Kirsten Thomson Donna Tilley Suzanne Wallis</p>
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6. Next Meeting: Monday 26 October
5pm

7. Meeting Closed at: 8:20am