



## OHNG Annual General Meeting SYDNEY

<b>DATE:</b>	<b>MONDAY March 9<sup>th</sup> 2015</b>		
<b>MINUTES COMPILED BY:</b>	Virginia Thomson	<b>Distribution Date:</b>	<b>March 2016</b>
			<b>OHNG website May 2015</b>
<b>PRESENT:</b>	Lana Tutin, Mary Pereira, Irene Chung, May Cheung Sandra Mckendry, Ben Watt, Mark Schroder, Angela Blondin, Lisa Hellwege, Tendai Kanyimo, Anna-Jc Hruza, Dani Donegan, Pauline Kennedy, Silvia O'Connor, Dianne Durrington, Liz Woods, Annette Kowalczyk, Sue Trapani, Philomena Furlong, Mary Jessie Kraft, Brenda Roberts, Anne Fisher, Janey Lyle Carla Stringer, Gail Twycross, Julia Haege, Violet LaForest, Jane Symonds, Claudia Macintyre, Judy Redpath, Tooy Tran, Paula Macleod, Judith deWilde, Laretta Rayner, Gai Shylan, Jennifer Bessell, Lyn Jones, Theresa Leslie, Marg Hunt, Naomi Stonehouse, Libby Toon, Valerie Menezes, Virginia Thomson, Tracey Nicholls, Bronny Hindley-Cooke		

Item No.	Issues Discussed/Details	Actions	Responsible	Due Date	Status
1.	<b>MEETING OPENED</b> 1005 by Tracey Nicholls OHNG President				
2.	<b>ACCEPTANCE OF AGENDA:</b>	<b>Agenda confirmed and accepted by Marg Hunt and Silvia O'Connor</b>			
3.	<b>ATTENDANCE</b>	Attendance recorded as above			
4.	<b>APOLOGIES:</b>	<b>Nil</b>			
5.	<b>MINUTES OF PREVIOUS ANNUAL GENERAL MEETING:</b> :	Accepted: Silvia O'Connor Seconded: Gai Shylan			
6.	<b>ACCEPTANCE OF PREVIOUS MINUTES:</b>	Accepted: Bronny Hindley-Cooke Seconded: Dani Donegan			

Item No.	Issues Discussed/Details	Actions	Responsible	Due Date	Status
7.	<b>CORRESPONDANCE</b>	See President's report			
8.	<b>REPORTS</b>				
8.1	President, Treasurer, Secretary and State reports as per Annual General Report	Accepted: Sue Traponi Seconded: Janet Lyall Reports read by coordinators			
9.	<b>ELECTIONS EXECUTIVE COMMITTEE/ STATE COORDINATORS/EDITOR/WEBSITE MANAGER</b>				
9.1	Positions voted on by present members -12 month term min <b>Executive Committee</b> President – Tracey Nicholls (SA) Secretary – Virginia Thomson (Victoria)  Treasurer – Bronwyn Hindley-Cooke (SA) to stand down  Education/ Newsletter – Silvia O'Connor to stand down  Website Manager: Tracey Nicholls	As per constitution  Re-elect Re-elect Nominated Pauline Kennedy: Accepted Virginia Thomson Seconded: Bronwyn Hindley-Cooke Nominated Lisa Hellwege Accepted: Cheryl Kelly Seconded: Virginia Thomson Re elect			
9.2	<b>State Coordinators</b> Each position voted on by present members - 12 month term QLD. – Cheryl Kelly NSW – Gai Shylan WA – Tu Trong Tan SA - Karen Mahoney VIC – Jennifer Bessell ACT – Judy Redpath	As per constitution . Re elect  Re elect Re elect Re elect Re elect Re elect			

Item No.	Issues Discussed/Details	Actions	Responsible	Due Date	Status
	TAS Dani Donegan to stand down  NT remains vacant	Nominated: Lisa Hellwege Accepted: Jennifer Bessell Secoded: Cheryl Kelly Nominated.....N/A..... Accepted Secoded			
<b>10.</b>	<b>GENERAL BUSINESS</b>				
<b>10.1</b>	<p><b>Constitution Changes</b></p> <ul style="list-style-type: none"> <li>•</li> <li>• 7.1.3 Sponsorship that OHNNG may consider is to pay costs incurred by attending an international or national conference for a full financial member of a minimum of twenty four months.</li> <li>• 7.1.3.1 Application can be applied for only once in a three (3) year period.</li> <li>• 7.1.3.2 OHNNG would award the maximum of \$1,500.00 for a national meeting and \$3,000.00 for international meeting.</li> <li>• 7.1.3.3 Successful applicants must present verbally at the following annual conference, or exhibit a poster in addition to a written tour summary.</li> <li>• 7.1.3.4 Failure to meet the requirements of the scholarship would require the recipient to return all funds.</li> <li>• 7.1.5 That nurse speaker/presenters shall receive complementary registration for the day they present at the National Conference or National Study Day</li> </ul> <p>7.1.5.1 That invited nurse speaker/presenters shall receive reimbursement for airfare and or accommodation costs for the day they present at a National Conference or National Study Day.</p> <p><b>Organisation of the 2015 conference.</b></p> <p>Congratulations to all.</p> <p>Tracey: sponsorship, programs and handbooks</p> <p>Gai: abstracts, speakers gifts, delegate bags and inclusions, speakers certificates, moderators pack, and rosters</p>	<p>Voted by all and carried.</p> <p>Accepted by all.</p>			

Item No.	Issues Discussed/Details	Actions	Responsible	Due Date	Status
	Cheryl: Registration, certificates, name badges				
10.2	<b>Next Annual General Meeting</b>	Melbourne 6-8 <sup>th</sup> March 2016 Committee to meet in Melbourne mid-year to discuss and help organise meeting To be held at Casino Convention Centre. “Back to Basics”			
10.3	<b>National Head &amp; Neck Cancer Awareness Week</b>	General discussion			
10.3	<b>Other Business</b>	Life membership awarded to Anne Fisher and Bronny Hindley-Cooke			
10.4					
11.	<b>MEETING CLOSED:</b>	1040			Closed