

**Australasian Cardiovascular Nursing College Limited**  
(incorporated under the Corporations Act 2001)

# Annual General Meeting

Wednesday, 13<sup>th</sup> November 2019

2:00pm-2:40pm (AEDT)

Zoom Teleconference

## MINUTES

**Australasian Cardiovascular Nursing College Limited**

ACN: 619 794 544 | ABN: 62 096 113 866

**Present – ACNC Ltd members:**

Phillip Newton, James McVeigh, Jacqueline Colgan, Bronwyn Everett, Robert Wickham, Karen Sanders, Julee McDonagh, Maria Sheehan.

**Present – ACNC Ltd non-members:**

Sinead Carroll, Rachel Greenwood (ACNC Secretariat)

**Apology:**

Susan Hales, Ann Steele, Kathryn O'Toole, Jo Wu, Kellie Roach, Matthew Han, Kathleen Malcolm, Maria Jolic, Ross Proctor, and Robyn Clarke.

**Proxy:**

Lorelle Martin to the Chair  
Carla Smith to the Chair  
Tom Donoghue to the Chair  
Ann Steele to the Chair

**1. Welcome & Apologies**

The President opened the meeting. Attendees were welcomed and thanked for their participation in the Annual General Meeting and College.

**2. Approval of minutes of the Annual General Meeting held on Friday, 9<sup>th</sup> March 2018**



## Australasian Cardiovascular Nursing College Ltd

Minutes of the 2018 Annual General Meeting held on 9<sup>th</sup> March 2018 at the Mercure Hotel Sydney were approved with the edit and inclusion of the following names who attended: Jacqueline Colgan, James McVeigh and Karen Sanders.

**Moved:** Phillip Newton

**Seconded:** James McVeigh

### 3. President's Report

The President noted it was his first report to attendees and provided a summary of activities over the past year. The President thanked the past-President James McVeigh for his time and dedication to the College and advised members of changes to the board. It was noted that no nominations were received in response to the call for Directors however, Ross Proctor, Jacqueline Colgan and Karen Sanders have agreed to return to the ACNC Board, as well as new Director, Tracy Alexander.

Attendees were advised that the College did not host a conference in 2019 as efforts were made to consolidate and recover costs from 2018 conference. Collaborations and partnerships were discussed with mention of the successful Cardiac Nurse Practitioner Symposium held in March in Melbourne, which will be replicated in March 2020 and hosted in South Australia.

The President advised attendees that the College incurred two large financial setbacks; one being the loss from the 2018 ACNC conference, and a reduction in membership numbers.

The President advised that ACNC will be hosting a one-day conference at North Shore Hospital in St Leonards, Sydney and Ross Proctor and Jacqueline Colgan have agreed to be convenors. The Association Specialists were thanked for their support and efforts throughout the year.

JC reported 12 responses to the member survey thus far and that a reminder would be circulated to expired members as well. The President encouraged all to participate.

### 4. Treasurer's Report

PN presented the results of the 2018 FY, noting the reports refer to the ACNC Financial Year running from 1 January to 31 December when the membership year runs 1 July to 30 June.

PN reported the 2018 conference saw an income of \$49,039 and membership income of \$7,678. This was offset by \$59,661 in conference expenses, which resulted in a loss of \$10k. It was noted that the College had \$79,928 in expenses with Secretariat fees being the largest running expense to the College, which left the College at a loss of \$22,612. PN highlighted that this was a considerable improvement from the \$38k loss in 2017. An overview of the bank balance was presented.

JM reiterated the Board's decision not to run a 2019 conference based on the financials.

### 5. Accounts for the year ended 31st December 2018

The financial report for the 2018 financial year were approved.

**Moved:** Philip Newton

**Seconded:** James McVeigh

### 6. Election of Board Directors

PN noted that JM and JM were stepping down from the Board following the 2019 AGM.

PN also noted that the purpose of the AGM is also to consider and, if thought fit, pass the following resolutions as ordinary resolutions:

*That Phillip Newton, being eligible, be re-appointed as a Director of the Australasian Cardiovascular Nursing College Limited; continue as President.*



## Australasian Cardiovascular Nursing College Ltd

PN asked for any objections from the present attendees to approve the Ordinary Resolution as presented. All were in favour to pass the Ordinary Resolution with no objections. The Chair casted his proxy vote in favour to pass the Ordinary Resolution.

**The Ordinary Resolution was passed and carried unanimously.**

*That Katina Corones-Watkins, being eligible, be re-appointed as a Director of the Australasian Cardiovascular Nursing College Limited;*

PN asked for any objections from the present attendees to approve the Ordinary Resolution as presented. All were in favour to pass the Ordinary Resolution with no objections. The Chair casted his proxy vote in favour to pass the Ordinary Resolution.

**The Ordinary Resolution was passed and carried unanimously.**

*That Ross Proctor, being eligible, be appointed as a Director of the Australasian Cardiovascular Nursing College Limited;*

PN asked for any objections from the present attendees to approve the Ordinary Resolution as presented. All were in favour to pass the Ordinary Resolution with no objections. The Chair casted his proxy vote in favour to pass the Ordinary Resolution.

**The Ordinary Resolution was passed and carried unanimously.**

*That Karen Sanders, being eligible, be appointed as a Director of the Australasian Cardiovascular Nursing College Limited.*

PN asked for any objections from the present attendees to approve the Ordinary Resolution as presented. All were in favour to pass the Ordinary Resolution with no objections. The Chair casted his proxy vote in favour to pass the Ordinary Resolution.

**The Ordinary Resolution was passed and carried unanimously.**

*That Jacqueline Colgan, being eligible, be appointed as a Director of the Australasian Cardiovascular Nursing College Limited.*

PN asked for any objections from the present attendees to approve the Ordinary Resolution as presented. All were in favour to pass the Ordinary Resolution with no objections. The Chair casted his proxy vote in favour to pass the Ordinary Resolution.

**The Ordinary Resolution was passed and carried unanimously.**

*That Tracy Alexander, being eligible, be appointed as a Director of the Australasian Cardiovascular Nursing College Limited.*

PN asked for any objections from the present attendees to approve the Ordinary Resolution as presented. All were in favour to pass the Ordinary Resolution with no objections. The Chair casted his proxy vote in favour to pass the Ordinary Resolution.

**The Ordinary Resolution was passed and carried unanimously.**

### 7. Any Other Business

Jacqueline Colgan and her team were thanked by the President and past-President for their time and efforts regarding the development of practice standards. It is expected to have a draft ready for members to review within a month.

The 2019 Annual General Meeting of the Australasian Cardiovascular Nursing College was closed at 2:39 pm (AEDT).