

THE ROYAL AUSTRALASIAN COLLEGE OF MEDICAL ADMINISTRATORS

Professionalism. Integrity. Excellence. Respect.

DRAFT FIFTY-SIXTH ANNUAL GENERAL MEETING MINUTES

Wednesday 11 October 2023 | 9:00-10:00am NZDT

Cordis Hotel, Auckland, Aoteroa New Zealand and via Zoom Webinar

Board Members in Attendance

Dr H Parsons CSC - Chair/President
Prof E Loh - President Elect
Dr H McArdle - Fellow
Dr D Holdsworth - Fellow
Adj Prof G Biscoe AM - Director
Dr C Korb-Wells - Candidate Director

Prof A Sandford AM - Chair Finance & Audit Committee
Prof P Navathé - Chair Education & Training Committee
Prof T Lawler - Fellow
Dr A Williams - Associate Fellow
Prof J Bryson - Director

Members in Attendance

Fellows

35 in attendance, 25 online

Candidates

10 in attendance, 3 online

Associate Fellows

7 in attendance, 7 online

Affiliates

1 in attendance

1. WELCOME

The President, Dr Helen Parsons CSC, welcomed all attendees to the fifty-sixth RACMA Annual General Meeting that was held in person and virtually as a Zoom webinar. The President acknowledged all traditional owners and custodians of the lands across the various countries that we are meeting and acknowledged Elders past, present, and emerging.

The President outlined all of the meeting formalities and order of proceedings in which the Annual General Meeting would be conducted.

2. APOLOGIES

T Waterhouse

3. MINUTES OF THE FIFTY-FIFTH ANNUAL GENERAL MEETING 2022

3.1 The draft Minutes of the Fifty-fifth Annual General Meeting that was held at the Hotel Grand Chancellor, Hobart Tasmania and via Zoom webinar on Wednesday 28th September 2022, 2:00pm were presented.

It was moved that the Minutes of the Fifty-fifth AGM be accepted.

The Motion was carried.

THE FIFTY-SIXTH ANNUAL REPORT

4. President's Report

Dr Parsons gave an overview of the significant work that had been undertaken on key priority areas within the College throughout the year and the work that is currently underway including:

- Meetings, partnerships and collaborations
- Strengthening training and professional development programs
- Increasing Member engagement
- Enhancing Medical Leader identity
- Improving our systems and processes
- Strategic Planning and Growth project
- First Nations and the Reconciliation Action Plan
- Key projects – Constitutional review, FTP renewal, Project Nexus, A Better Culture
- Ongoing focus

The President thanked her Board colleagues, Members, Committee Members and College staff for their support and contribution throughout the year.

4.1 It was moved that the report of the President be accepted.

The motion was carried.

5. Returning Officer's report

Returning Officer, Mr Cris Massis advised that an election was conducted between Monday 25 September and Friday 6 October 2023.

Professor Erwin Loh has been duly elected as President-Elect and will assume the position with effect from the 2023 AGM and in accordance with Clause 11.3 of the Constitution.

5.1 It was moved that the outcome of the recent election for President Elect be accepted.

The motion was carried.

6. Chair of Finance & Audit Committee Report

Prof Alan Sandford, Chair of the Finance and Audit Committee presented his report and gave an outline of the Auditors' findings and recommendations as well as a comprehensive overview of the College's financial position.

Prof Sandford thanked Seward Dawson for their work on the external audit and acknowledged Members of the Finance and Audit Committee and College staff for their support and assistance throughout the year.

6.1 It was moved that the report of the Chair of Finance and Audit Committee be accepted.

The motion was carried.

6.2.1 It was moved that the Audited Financial Report 2022-23 be accepted.

The motion was carried.

7. Chair of Education & Training Committee Report

Prof Pooshan Navathé outlined the responsibilities of the Education and Training Committee in the coordination, development and delivery of the following programs:

- Fellowship Training Program (FTP)
- Leadership for Clinicians Program (LFC)
- Management for Clinicians Program (MFC)

Prof Navathé provided an overview of the current participation numbers within the programs and an update of the Medical Management Practice Oral Examinations, Fellowship Training Program Renewal Project, Conference 2022 and the Continuing Professional Development Program.

Prof Navathé extended his thanks to the Members of the Education and Training Committee and Chairs and Members of its sub-committees, the Chief Executive, Director of Education, FTP renewal working group, RACMA Faculty and the National office staff.

- 7.1 It was moved that the report of the Chair of Education & Training Committee, incorporating the report of the Continuing Professional Development Program Committee, be accepted.

The motion was carried.

8. CLOSE

The President thanked all of the Members for attending and for their participation.

The meeting was called to a close at 9:52am NZST