

THE ROYAL AUSTRALASIAN COLLEGE OF MEDICAL ADMINISTRATORS

Professionalism. Integrity. Excellence. Respect.

DRAFT FIFTY-SEVENTH ANNUAL GENERAL MEETING MINUTES

Wednesday 2 October 2024 | 9:00-10:00am AEST

Sofitel Brisbane and via Zoom Webinar

Board Directors in Attendance

Dr H Parsons CSC - Chair/President

Prof E Loh - President-Elect

Prof A Sandford AM - Fellow Director and Chair Finance & Audit Committee

Prof P Navathé - Fellow Director and Chair Education & Training Committee

Dr H McArdle - Fellow Director

Prof T Lawler - Fellow Director

Dr D Holdsworth - Fellow Director

Dr A Williams - Associate Fellow Director

Dr C Olweny – Associate Fellow Director

Dr C Korb-Wells - Candidate Director

Adj Prof G Biscoe AM - Director with special expertise

Prof J Bryson - Director with special expertise

Members in Attendance

Fellows

103 in person, 18 online

Associate Fellows

33 in person, 19 online

Candidates

35 in person

Affiliates

1 online

Honorary Fellows

Nil

1. WELCOME

The President, Dr Helen Parsons CSC, welcomed all attendees to the fifty-seventh RACMA Annual General Meeting held in person at Sofitel Brisbane and virtually as a Zoom webinar.

The President welcomed members to the meeting, acknowledging the traditional custodians, connections to the land and the cultures of the land across all locations where attendees are located, and paid respect to Elders past, present and emerging.

The President outlined the meeting formalities and order of proceedings.

2. APOLOGIES

Apologies were received and noted. No proxy was received.

3. MINUTES OF THE FIFTY-FIFTH ANNUAL GENERAL MEETING (AGM)

The draft Minutes of the fifty-sixth Annual General Meeting that was held at the Cordis Hotel, Auckland in person and online via Zoom webinar on Wednesday, 11 October 2023 from 9am-10am NZDT were presented.

It was moved that the minutes of the fifty-sixth AGM be accepted.

The Motion was carried.

4. Minutes of the RACMA Extraordinary General Meeting 2023

The draft Minutes of the RACMA Extraordinary General Meeting held Wednesday, 30 August 2023, 5.30pm-6.30pm AEST in person at the RACMA Office, 1/20 Cato Street, Hawthorn East and online via Zoom webinar were presented.

It was moved that the minutes of the RACMA Extraordinary General Meeting 2023 be accepted.

The motion was carried.

5. President's Report

Dr Helen Parsons CSC presented her final report as President, reflecting on her three-year tenure and the significant achievements of the College over the past years. Key highlights included:

- Implementation of a new strategic plan and ongoing growth project to strengthen the College's influence and sustainability.
- Renewal of the Fellowship Training Program with a modernised curriculum and new learning outcomes.
- Expansion of education programs including Pacific Nations engagement.
- Increased member engagement, advocacy and visibility through policy submissions and government consultations.
- Progress in First Nations health initiatives and the launch of the "Medical Leaders for Current and Future Healthcare" report.
- Strategic Planning and Growth project
- Advancement of major projects including Project Nexus and A Better Culture project

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

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

The motion was carried.

6. Returning Officer's report

Returning Officer, Mr Cris Massis reported the results of the 2024 Board elections as follows:

- | | |
|------------------------------|----------------------------------|
| • President-Elect: | Dr Deborah Holdsworth |
| • Fellow Directors: | Associate Professor Peter Thomas |
| | Dr Colin Feekery |
| • Associate Fellow Director: | Dr Samarina Moussad |
| • Candidate Director: | Dr Mohamed "Hash" Abdeen |

The outcome of the recent election for President Elect was **noted**.

7. Chair of Finance & Audit Committee Report

Prof Alan Sandford AM presented the Finance and Audit Committee report and the audited financial statements for 2023-2024. The key financial highlights included:

- Overall financial result this year was a loss of \$1.742 million aud.
- Total Revenue of \$12.24 million aud (up from \$10.64 million aud in 2023)
- Total Expenditure of \$13.94 million aud (An increase of \$3.27 million aud on the previous year)
- Cash reserves of \$9.79 million aud and investment corpus value of \$3.1 million aud.
- Major expenditure drivers included Project Nexus implementation, increased employee benefits, and professional services.

The auditors (Saward Dawson) found no concerns but noted opportunities for improved financial practices.

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

The motion was **carried**.

It was moved that the Audited Financial Report 2023-2024 be accepted.

The motion was **carried**.

8. Chair of Education & Training Committee Report

Prof Pooshan Navathé presented the Education and Training Committee Report.

Highlights included:

- Progress on the Fellowship Training Program renewal
- Maintenance of current training programs
- Revamp of Leadership for Clinicians and Management for Clinicians programs
- Preparation for AMC accreditation submission
- Update on Continuing Professional Development (CPD) programs including webinars and short courses

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**.

9. Other Business

Memorandum of Understanding Hong Kong College of Community Medicine

Prof. Erwin Loh thanked colleagues from the Hong Kong College of Community Medicine for travelling to attend the AGM. Dr Stephen Pang as guest representative from HKCCM.

The College renewed its long-standing Memorandum of Understanding (MOU) with the Hong Kong College of Community Medicine, marking 20 years of collaboration.

Both Colleges reaffirmed their commitment to shared training and assessment initiatives and acknowledged the positive impact of the partnership on medical leadership development in Hong Kong and the broader Asia-Pacific region.

10. Close

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

The meeting was called to a close at 10:09 am AEST