



Australasian Society for Breast Disease

Dedicated to promoting knowledge in the areas of prevention, diagnosis and management of breast disease.

ACN 078 271 324

Minutes of the Annual General Meeting of the Australasian Society for Breast Disease held on Saturday 20 September 2003 at 7.30am at the Surfers Paradise Marriott Resort, Gold Coast

The meeting opened at 7.45am.

1. **Present:** Margaret Pooley (Chair), Geoffrey Beadle (Treasurer) and members as per attached list
- Apologies:** Carolyn Cho, Malcolm Feigen, Lynne Mann, Jonathan Serpell, Lyn Swinburne, Phillip Yuile
- Proxies:** Lynne Mann to Margaret Pooley; Maxwell Stewart to Margaret Pooley; Jeff Myers to Dr Margaret Pooley; Petar Vujovic to Neil Wetzig

2. Minutes from previous meeting

Minutes from the previous Annual General Meeting, held in Sydney on 28 November 2002, were tabled. The acceptance of the minutes as a true record of that meeting was moved by Nehmat Houssami and seconded by Warwick Lee. The motion was carried.

3. Business arising from minutes of previous meeting

Website

Margaret Pooley invited Jack Jellins to report on the Society's website. Jack said that the Society's simple website mainly consisted of information on membership and the Scientific Meetings, with the abstracts from the 2003 Meeting soon to be included. He invited any members interested in being involved with the website's further development to contact the Executive Committee.

***The Breast* journal Editorial Board**

Margaret Pooley reported that, since the 2002 Annual General Meeting, Nehmat Houssami had been appointed to the Editorial Board of *The Breast* as the Society's representative. Margaret said that the Board had indicated how important the Society, as the largest subscriber group, was to the journal. Nehmat said that the Executive Committee was currently negotiating the publishing of abstracts from the Scientific Meeting in the journal.

4. Reports

President's report

Margaret Pooley said that during 2002, four Executive Committee meetings were held via teleconference and, to date, four meetings have been held during 2003. She thanked the Committee members for their participation during this time. Margaret also reported that the Society currently has 209 financial members, with the biggest group being surgeons, followed by pathologists and radiologists. She commented on how the Society members needed to encourage more medical oncologists and radiation oncologists to join.

Treasurer's report

Geoffrey Beadle presented the Treasurer's report. He said that the Society's account on 31 December 2002 showed a positive balance of \$134,430. Taking outstanding accounts into consideration, the Society had \$105,834 in accumulated funds.

Income during the 2002 year was received from membership fees and bank interest on term deposit. *The Breast* subscription was not invoiced until early 2003 so the actual operating profit for the year 2002 was \$20,979. This profit was the result of sponsorship prepayments for the 2003 Scientific Meeting. In real terms, the Society incurred an operating loss due to no Scientific Meeting being held in 2002.

The membership fee was set at \$215 for the July 2003 to June 2004 period, and includes a \$150 component for the subscription to the journal, *The Breast*, and a Society component of \$65 (of which \$5.90 is GST).

Geoffrey mentioned that the Society's financial year runs from 1 January to 31 December, and referred to the selected pages of the Auditor's Report provided for members. As this Annual General Meeting was held in the second half of the calendar year, he presented an interim profit and loss statement / balance sheet to 10 September 2003 with the Treasurer's report.

On 10 September, the Society's net assets stood at \$240,142, including an operating profit of \$134,308 for the year to date. Geoffrey pointed out that it was important to note that most of this profit represents income from Meeting registration fees, sponsorship and the trade exhibition whilst much of Meeting expenditure had not yet occurred. However, he said that the Meeting was expected to produce a profit of roughly \$10,000. Another point he referred to was the fact that the majority of members have paid their membership fees for the year 2003-2004 but the Society will not be invoiced for *The Breast* subscription until late 2003.

The Treasurer's report's acceptance was moved by William McLeay and seconded by Jack Jellins. The motion was carried.

Auditor's report and appointment

The Auditor's report acceptance was moved by Michael Izard and seconded by William McLeay. Michael Izard moved and Warwick Lee seconded the re-appointment of Campbell Griffin & Co as the Society's Auditors.

5. Items of business

2003 Scientific Meeting

Margaret Pooley thanked the three co-convenors, Nehmat Houssami, Michael Izard and Warwick Lee, assisted by Geoffrey Beadle, for the excellent Meeting content, and Solei Gibbs for her hard work in organising the Meeting. She said that this was the largest Scientific Meeting for the Society to date. A record number of abstracts were submitted for proffered papers and the convenors had included as many as possible in the program. The trade exhibition was also largest to date.

For the first time, the Society was holding a consumer workshop adjunct to the Meeting, jointly with the Breast Cancer Network Australia, with about 80 women expected to attend. She thanked Elspeth Humphries, the co-opted consumer representative on the Executive Committee, and Geoffrey Beadle for their efforts for the workshop over the last 18 months.

Margaret concluded that the Fourth Scientific Meeting was obviously a great success, despite earlier concerns over the RANZCR re-setting their Meeting date to coincide with the ASBD Meeting and the withdrawal of Robin Wilson from the program. It had been very fortunate that Peter Britton agreed to replace Robin at such short notice.

Future Scientific Meetings

Margaret Pooley discussed the decision made at the 2001 Annual General Meeting to hold the ASBD Scientific Meetings every second year, alternating with both Leura and COSA every fourth year. She said that, therefore, the Society's next Meeting was scheduled for September 2005 because of Leura taking place next year. She invited comments from the members to the options of holding the ASBD Meeting every three out of four years, every year despite Leura, or every second year. She also asked for opinions regarding the Meeting's current venue.

Michael Green commented that as this Meeting was such a success the Society should hold Scientific Meetings every year, although it was probably too late for 2004 now. Jack Jellins said that the Meeting should be held each year except in those years that Leura was being held. He suggested that a smaller meeting could be held during the Leura year, at a changing venue, as it was important to keep the momentum going for the Society. Michael Izard said he supported the idea of three meetings in every four years as the decision regarding holding second yearly meetings had not just been due to Leura but also due to the approach from COSA. However, COSA cannot be seen as being in direct competition with ASBD Meetings. Michael suggested for the extra meeting to be held in a smaller venue in either New Zealand or South Australia, for example. Mary Rickard said she was in favour of annual meetings but pointed out that a large amount of effort goes into both the administration and the scientific content of a meeting. She enquired whether there were people in the membership who would be willing to become involved. Margaret Pooley agreed with Mary and said that it takes two years to organise the Scientific Meeting and said she was keen to hear from interested members. Sue Fraser suggested Cairns as a good a venue for a meeting, as it had the potential to attract international interest. Sue added that she would be happy to be involved in the organisation of a future meeting. Jack Jellins suggested that the Society could hold a smaller meeting in 2004 and the usual larger one in 2005. Nehmat Houssami said that 18 months to two years was needed for securing a high profile international speaker. Mary Rickard invited Solei Gibbs to comment on the issue. Solei said she felt it was too late to hold any larger meeting in 2004 as the organisation needs to start up to two years prior. Also, feedback on the idea from sponsors would be important. Jack Jellins said that if the meeting was smaller it would also entail a smaller budget. Wendy Raymond warned the Society against losing the concept of its Scientific Meeting. As there are so many meetings each year it was important to know whether members would be prepared to go to an ASBD meeting every year. Wendy questioned whether the Scientific Meeting was so successful for the fact that it is being held only every second year. She also suggested that future Scientific Meetings be held a week later to coincide with school holidays (variations with states). Laurence Gluch commented that the Meetings' success was due to having two or three keynote speakers. He said that he would not support smaller meetings as the international, not local speakers are the drawback. It was agreed that the issue would be discussed further at the next Executive Committee meeting.

The members unanimously supported the Surfers Paradise Marriott Resort as the venue for the 2005 Scientific Meeting.

6. Election of Executive membership

Margaret said that whilst one outside nomination was also received for Lynne Mann to be elected, the Executive Committee was proposing the following composition:

Warwick Lee, President; Geoffrey Beadle, Secretary/Treasurer; Marie-Frances Burke; Jennet Harvey; Nehmat Houssami; Michael Izard; James Kollias; and Mary Rickard.

Margaret asked for the members to accept the new Executive Committee. The acceptance was moved by Michael Green and seconded by Laurence Gluch.

Margaret Pooley also said that she had agreed to stay on the Committee as a co-opted member. Jack Jellins had also agreed to remain as a co-opted member and Lynne Mann was joining the Committee as a newly co-opted member.

7. Other Business

Warwick Lee raised a question about on-line access to *The Breast* journal. Solei Gibbs reported that since Elsevier took over the publishing of *The Breast*, there had been some administrative problems to deal with. For example, the publishers were yet to inform Australasian Society for Breast Disease members about the details for accessing the on-line version of the journal. Solei said she would continue to work on improving the situation.

8. Next Annual General Meeting date

The Society's next Annual General Meeting will be held in Sydney during the Leura Conference, in November 2004.

9. Close of meeting

The meeting closed at 8.45am.

**Attendance record for the Australasian Society for Breast Disease
Annual General Meeting held on 20 September 2003**

Linda Barrett
Geoffrey Beadle
Tom Bonar
Chris Bambach
Neil Bright
Marie-Frances Burke
David Clark
Christine Crane
Roslyn Drummond
Michael Eaton
Lisa Erzetich
Susan Fraser
Catherine Galbraith
Laurence Gluch
Pat Godbolt
Peter Graham
Michael Green
Tony Green
Jennet Harvey
Stephen Hayes
Nehmat Houssami
Michael Iazard
Manish Jain
Jack Jellins
Paul Kitchen
James Kollias
Warwick Lee
Janet Lengren
William McLeay
Iain Miller
Michael Moreny
Clive O'Connor
Margaret Pooley
Timothy Porter
Wendy Raymond
Mary Rickard
Trevor Smith
Heidi Wong

Observer: Elspeth Humphries
Minutes: Solei Gibbs, Executive Officer