



# 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 Friday 26 October 2012 at the Sydney Convention and Exhibition Centre**

The meeting opened at 7.55am.

1. **Present:** Wendy Raymond (Chair), Kerry McMahon (Treasurer), Daniel de Viana (President-Elect) and members as per list (page 5)
  
- Apologies:** Carolyn Cho, Bernard Des Collins, Susan Fraser, Anthony Green, Warren Hargraves, Anthony Hyett, Sybil Kellner, Michael Moreny, Catherine Shannon
  
- Proxies:** Carolyn Cho to the Chairman  
Bernard Des Collins to the Chairman  
Susan Fraser to Daniel de Viana  
Anthony Green to Susan Fraser  
Warren Hargraves to Christopher Pyke (or Chairman)  
Anthony Hyett to Wendy Raymond (or Daniel de Viana)  
Sybil Kellner to the Chairman

### **2. Minutes from the last Annual General Meeting**

Wendy Raymond tabled the minutes from the previous Annual General Meeting, held on 8 October 2011 in Melbourne. Acceptance of the minutes as a true record of that meeting was moved by Meagan Brennan and seconded by Robin Stuart-Harris. The motion was carried.

### **3. Business arising from the minutes**

#### ***Website re-development / membership***

Wendy Raymond reported that the development of an online membership database had been unexpectedly slow but the cloud-based database was finally finished. With this new facility, members can update their details and re-subscribe online.

The two-tiered membership was continued this year. One option is both print and online access to *The Breast*, the other for online access only. Bruno Giuffre mentioned that he had not received notices from Elsevier about new issues this year. Solei Gibbs said she would follow up on this and explained how in the last year or two there had been a rapid turnover of staff at the Elsevier office handling distribution matters.

#### ***Membership recruitment***

Wendy Raymond said that this year the Executive continued to target some specialty subgroups, in particular medical and radiation oncologists, to join the Society. This is important in order to maintain a broad cross disciplinary representation both within the membership and the Executive Committee. She asked for all the attending members to help with encouraging their colleagues to join the Society.

#### ***Collaboration with Asian Breast Disease Societies***

Wendy Raymond reported that the Executive have worked on developing a closer association between ASBD and the Asian Breast Disease Association (ABDA). In the first instance it is hoped that the Annual Scientific meeting, to be held for the first time in Cairns in 2013 with its new International

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Airport, will attract more Asian delegates. A guest speaker from Singapore has been invited as one of the International Faculty. If this proved successful the Executive has had some initial discussions as to the possibility of holding a joint Scientific Meeting with the Asian Breast Disease Association in the future. In August, following some initial communication with Ming Wang and Wendy Raymond, Bruno Giuffre and Solei Gibbs met with ABDA's current President, Yi-Hong Chou, a radiologist from Taiwan who was very enthusiastic about the proposal.

***Resolution: to change the Society's financial year***

Wendy Raymond said that a resolution was passed at last year's Annual General Meeting to change the Society's financial year to July-June, which provides for more meaningful reporting to members.

#### **4. Reports**

***President's report***

Wendy Raymond reported that since the last Annual General Meeting, the Executive Committee had held four meetings to date, three of which were via teleconference. Another teleconference meeting was scheduled for this year. In addition, numerous subcommittee meetings were held in regard to organising the 2013 Scientific Meeting and ASBD's involvement with the Sydney International Breast Cancer Congress (SIBCC). The first two newsletters of the Society were posted in the members' section of the website (one was also sent with the recent notice of subscription renewal).

In June this year, the Executive held the annual strategic planning meeting (SPM) in Sydney. The Society's Objectives / Goals and membership were again reviewed. Items of business discussed included affiliation with the Asian Breast Disease Association (ABDA), ASUM craft group, future medical oncology workshops and other potential educational activities, including ultrasound workshops. It was decided to write a formal five year Strategic Plan including a mission statement and goals and this is now available in the members' section of the website. A decision was made not to undertake mail outs for any other organisations in future.

ASBD is one of the participating organisations involved with the SIBCC, convening a half day of the Congress.

Wendy Raymond said that the program planning for the Ninth Scientific Meeting to be held in Cairns in September 2013 was now almost complete, the International Faculty finalised and many of the local faculty also confirmed. Fliers and newsletters to promote the 2013 Scientific Meeting were being distributed.

She reported that an ultrasound workshop for breast surgeons was planned for early 2013 and both oncoplastic surgery and oncology workshops for 2014.

Wendy Raymond said she reported at the 2011 AGM that the Society had 289 financial members. Since then the Society gained a small number of further members, to a total of 305 at the end of membership year in June. To date, 240 members had renewed their membership for the current year. Reminder notices were sent out recently. Membership subscription renewals traditionally continue to arrive well until and beyond the end of the year.

Wendy Raymond thanked everyone on the Executive Committee for their commitment to the Society, for the hours of work given freely, many emails, evening teleconferences given at different hours across the country and the additional late night conversations. She particularly thanked Kerry McMahon for her fantastic efforts as Treasurer and acknowledged that this was probably a busier job than that of President. Wendy Raymond said that Kerry McMahon had initiated improvements to the accounting system, helped considerably with the set up of the database and had been available to help Solei with the finances, despite her busy personal life and job. Wendy Raymond also said that, as always, special thanks go to Solei Gibbs in her role as Executive Officer, for her hard work, dedication to the Society and for 'hanging in there' despite the difficulties with setting up a very frustrating database system. At the SPM the Executive agreed to look at employing an assistant for Solei Gibbs in the New Year.

### ***Treasurer's report***

Wendy Raymond invited Kerry McMahon to present the Treasurer's report.

At the 2011 Annual General Meeting, a resolution was passed to change the Society's financial year from January-December to July-June. Thus, Kerry McMahon said that she needed to report on the year ending 31 December 2011 as well as on the financial period of 1 January-30 June 2012.

She was pleased to report that the Society's accounts on 31 December 2011 showed a positive balance of \$352,835. At 30 June 2012 it was \$347,456.

In 2011, the Society had an operating profit of \$26,561. This was up from \$3,871 in the previous year. Apart from the Scientific Meeting, other income in 2011 was derived from membership fees and bank interest on term deposit. On 30 June 2012, the accounts showed an operating loss of \$5,379 for the 6-month period. As the Society is not holding a Meeting in 2012, an operating loss will be incurred for the year.

Kerry McMahon said that copies of the Auditor's Report were available for any member wishing to peruse them.

Acceptance of the Treasurer's report's was moved by Meagan Brennan and seconded by Robin Stuart-Harris. The motion was carried.

Kerry McMahon said that the Executive had considered raising membership fees but decided against for the time being. As no Scientific Meeting was being held during this membership year there was already a risk of losing members. Solei Gibbs said she had concerns about future income in terms of sponsorship matters. Also, in terms of next year, apart from sponsorship concerns the expenditure for the Cairns Meeting will be higher than usual (venue hire fees). Wendy Raymond suggested for registration fees to be raised. Daniel de Viana and Lynne Mann also suggested for a wider gap between member and non-member registration fees.

### ***Auditor's report and appointment***

Acceptance of the Auditor's report was moved by Richard Lee and seconded by Robin Stuart-Harris. The appointment of Griffin Carr as the Society's Auditors was moved by Kerry McMahon and seconded by Robin Stuart-Harris.

## **5. Items of business**

### ***2013 Scientific Meeting***

Wendy Raymond reiterated that the program planning for the 9<sup>th</sup> Scientific Meeting was almost complete. The Meeting will be held at the Cairns Convention Centre, 12-14 September 2013, co-convenors being: Daniel de Viana, Wendy Raymond, Sunil Lakhani, Roslyn Drummond, Bruno Giuffre, Susan Fraser, Bogda Koczwara and Wayne Jones.

The four International speakers confirmed were: Dr Anne Tardivon, a radiologist from Paris; Prof Andrew Baildam, an oncoplastic surgeon from London; Prof Kathy Pritchard, a Medical oncologist from Toronto; and A/Prof Puay Hoon Tan, a Pathologist from Singapore.

The program will include a workshop on oncoplastic surgery and sessions exploring management of the axilla, lifestyle factors in breast cancer, emerging imaging modalities, pathology of borderline lesions and the latest WHO Classification, high risk disease, neoadjuvant therapy and new chemotherapeutic agents. A consumer forum has been proposed to be held adjunct to the Meeting, in conjunction with Breast Cancer Network Australia (BCNA). Wendy Raymond mentioned that a GP forum was held adjunct to the 2011 Scientific Meeting and another one may be conducted in Cairns in 2013.

Solei Gibbs reported that she was recently contacted by Hologic about the company conducting a tomosynthesis workshop at the Meeting. She had tentatively said this may be possible on Thursday 12

September. A discussion about the proposal ensued. Belinda Scott queried whether other companies may have also wished to run a similar workshop. In principal, the workshop proposal was supported.

#### **Other upcoming educational activities**

Wendy Raymond said that an ultrasound US course will be held in early 2013, in conjunction with BreastSurg ANZ, and that medical oncology and oncoplastic surgery workshops were planned for 2014. The venue for the Annual Scientific Meeting in 2015 had not been finalised as yet but will possibly be Sydney or Brisbane.

#### **6. Election of Executive membership**

Wendy Raymond reported that the composition of the Executive Committee since the 2011 Annual General Meeting has been: Wendy Raymond (Pathologist), President; Kerry McMahon (Radiologist), Secretary/Treasurer; Daniel de Viana (Surgeon), President-Elect; Roslyn Drummond (Radiation Oncologist); Susan Fraser ( Breast Physician); Bruno Giuffre (Radiologist); Sunil Lakhani (Pathologist); Belinda Scott (Surgeon); and Robin Stuart-Harris (Medical Oncologist). Co-opted members for the year have been incoming directors: James French, Meagan Brennan, Wayne Jones, Bogda Koczwara, Ming Wang and Yvonne Zissiadis.

Wendy Raymond said that at this Annual General Meeting Belinda Scott and Robin Stuart-Harris were stepping down from the Executive, and James French and Bogda Koczwara were nominated to become Directors. She welcomed Catherine Shannon (Medical Oncologist) and Stephen Fox (Pathologist) as newly co-opted members to the Executive Committee.

On behalf of the Executive Committee, Wendy Raymond nominated the composition of full Directors for the Committee to be elected for the coming year as:

- Daniel de Viana (Surgeon), President
- Kerry McMahon (Radiologist), Secretary/Treasurer
- Roslyn Drummond (Radiation Oncologist)
- James French (Surgeon)
- Susan Fraser ( Breast Physician)
- Bruno Giuffre (Radiologist)
- Bogda Koczwara (Medical Oncologist)
- Sunil Lakhani (Pathologist)
- Wendy Raymond (Pathologist),

Wendy Raymond asked whether any members wanted to comment on this proposal. As no comments were made, this Executive Committee was duly elected. She congratulated Daniel de Viana on his appointment as the new President.

Wendy Raymond expressed her sincere thanks to Robin Stuart-Harris and Belinda Scott for their roles on the Executive Committee. Both had served as meeting convenors and Robin had made an enormous contribution to the Society as a past President. She presented both with small mementos in recognition of their contribution as directors

Wendy Raymond concluded that she had found her term as President of the multidisciplinary Committee most rewarding. She said that the Society is unique in Australia and that she has enjoyed being involved in several previous scientific meetings and in working with the Executive to help shape plans for the future of the Society. Once again, she thanked all the Executive Committee members for their contributions during the year.

#### **7. Other Business**

There was no other business to discuss.

#### **8. Next Annual General Meeting date**

Saturday 14 September 2013 at the Cairns Convention Centre.

**9. Close of meeting**

The Annual General Meeting closed at 8.32am.

**Attendance record for the Australasian Society for Breast Disease  
Annual General Meeting held on 26 October 2012**

Wendy Raymond, Kerry McMahon and Daniel de Viana and the other following Members:

Meagan Brennan  
Marie-Frances Burke  
Ian Burton  
Stephen Fox  
James French  
John Gault  
Bruno Giuffre  
Saud Hamza  
Wayne Jones  
Sunil Lakhani  
Lynne Mann  
Colleen O'Sullivan  
Deborah Pfeiffer  
Lucia Saliba  
Belinda Scott  
Kathy Wells (for Maxine Morand, BCNA)  
Adrian Westcott  
Yvonne Zissiadis

*Minutes:* Solei Gibbs, Executive Officer