

ANNUAL GENERAL MEETING MINUTES

AUSTRALASIAN COLLEGE FOR INFECTION PREVENTION AND CONTROL LTD

The 2022 Annual General Meeting of ACIPC was held on Tuesday 15 November in the Cockle Bay Room at the International Convention Centre in Sydney, NSW. The Chair declared the meeting open at 4:46 pm AEDT.

ACIPC Board Members in attendance: Kristie Popkiss (President, Chair), Associate Professor Philip Russo (Past-President), Dr Stéphane Bouchoucha (President-Elect), Dr. Peta-Anne Zimmerman, Kathy Dempsey, Kylie Robb, Nicola Isles, Janine Carrucan, Erica Short and Dianne Smith.

ACIPC Financial Members in attendance: Belinda Andrew, Kerri-Anne Barnes, Lynette Bowen, Amanda Brown, Terri Cripps, Vicki Denyer, Danielle Englebrecht, Andrew Gordon, Belinda Henderson, Rosaleen Kehoe, Kellie Kenway, Paulina May, Rebecca McCann, Melissa Mitchell, Brett Mitchell, Claire Nayda, Lisa Nicolaou, Gillian Ray-Barruel, Megan Reilly, Gemma Saravanos, Meredith Southon, Michelle Stirling, Wendy Bacalja, Irene Barron, Kaye Bellis, Donna Cameron, Marilyn Cruickshank, Mandy Davidson, Fiona De Sousa, Matt Didcoe, Lisa Hall, Kristie Hastie, Sally Havers, Sharon Kenny, Robyn Morey, Libby Oakes, Joshua Philp, Edward Raby, Sandra Roodt, Vanessa Sparke, Nicole Tolhurst, Veronica Walker, Anne Wells, Fiona Wilson, Charmaine Dalton, Trish Hurst, Katherine Findlay, Michelle Doidge, Alyson Hayes, Lea Scheltens, Nicole Yeates, Heather Firth, Fiona De Sousa, Nikki Grae, Stephen Sparkham, Ann Hood, Dave Whittle, Carol Tonkin, Helen Bucknell, Samantha Palmby, Yvonne Fletcher, Sue Gonelli, Alison Thrum, Jenny Breen, Karen Bradshaw, Samantha Butenko, Sylvia Gandossi, Susan Oliver, Louise Wright, Debra Lee, Deborah Macbeth, Eunice Munawa, Mary-Rose Godsell, Debra Vesey, Mandy Davidson, Kellie Kenway, Yvonne Andrews, Alex Mikus-Cunningham, Margaret Wright, Michael Wishart, Catherine McGovern, Ramon Shaban, Honorata Mliga, Svetlana Podar, Peta Kobiolke, Josephine Escano

Non-voting members in attendance: Catina Eyres, Emily Larsen

ACIPC Staff in attendance: Ben Thiessen, Jackie Miley, Caroline Woolley, Kerri Pursell, Hannah Dickson

1. Acknowledgment of Country

We acknowledge the Traditional Owners of country throughout Australia and New Zealand and recognise their continuing connection to land, waters, and culture. We pay our respects to their Elders past, present and emerging.

2. Welcome and introductions

The Chair welcomed members of the College to the AGM.

3. Apologies

Sue Grieg, Cate Quoye, Lincoln Fowler, Annie Wells, Johanne Lonie, Matt Mason, Ann Whitfield

4. Declaration of proxies

Phil Russo for Lincoln Fowler
Kristie Popkiss for Johanne Lonie
Fiona Wilson for Anne Wells
Peta-Anne Zimmerman for Matthew Mason
Nicole Vause for Marija Juraja
Kristie Popkiss for Ann Whitfield

5. Declarations of conflicts of interests

Nil declared.

6. Confirmation of previous AGM minutes

The minutes of the 2021 Annual General Meeting of ACIPC held on 9 November 2021 were made available to members prior to the meeting via email and the College's website.

Resolution:

That the minutes of the 2021 Annual General Meeting of ACIPC held on 9 November 2021 be accepted.

The resolution was passed by a show of hands.

7. Presentation of Annual Report

The President discussed the activities of the College for the financial year and tabled the Annual Report.

Resolution:

That the Australasian College for Infection Prevention and Control Ltd's Annual Report, as tabled, be accepted.

The resolution was passed by a show of hands.

8. Presentation of Audit and Annual Financial Statements

The audited financial statements as prepared by the College auditor were circulated in the Annual Report that was emailed to all members and available on the College's website.

Executive Manager discussed key points of the College's financial operations for the financial year.

- Audited surplus of \$1.45m
- Equity of \$6.46m as at 30 June 2022
- FY23 is seeing strong revenue from Foundations of IPC continue. Further funding for aged care providers is being released in December
- Diversifying our income base continues to be important; we expect FIPC to reduce to a consistent level over the calendar year 2023

- Education continues to be an opportunity to deliver our IPC purpose and fund our activities. New courses include a Blood Borne Virus Testing course released this year and an FIPC for Veterinary clinics in development

Resolution:

That the Australasian College for Infection Prevention and Control Limited's audited financial statements for the period 1 July 2021 to 30 June 2022, as tabled, be accepted.

The resolution was passed by a show of hands.

9. Appointment of Auditor

The Chair advised that the College needs to appoint an auditor for the College for the 2021-2022 financial year. The Board recommends Accru Rawsons be reappointed.

Resolution:

That Accru Rawsons Chartered Accountants be re-appointed as the auditor for the Australasian College for Infection Prevention and Control Ltd for the 2021-20212 financial year.

The resolution was passed by a show of hands.

10. Questions to the Board

- Lisa Hall – Will there be consideration to reviewing Credentialling at the College?

The Chair advised that the upcoming Strategic Planning would cover Credentialling.

- Fiona Wilson – Will there be a formal valuation of the credentialling program?

Kathy Dempsey advised that they continue to review the credentialling program and they stand by the current validated system and reiterated that the Strategic planning will include a review of Credentialling.

- Will the College use the excess funds to promote IPC?

The Chair advised that it is hoped that the Strategic Planning will help guide as to where the money will be best spent.

- Brett Mitchell – Thank you for the contributions from the Board. Can you provide reassurance that the College will not commit to financial ideas without further discussion? Board was in agreeance.

- In regard to the Strategic Planning who is attending, how were they picked, and are there any representatives from Aged Care?

Ben Thiessen advised that a facilitator interviewed a range of people prior to the Strategic Planning Day who were from various areas including aged care.

Feedback is always welcome.

11. General Business

There was no general business.

12. Meeting Close

The next Annual General Meeting of the Australian College for Infection Prevention and Control Ltd will be in Adelaide, in November 2023 during the annual conference.

The meeting was closed at 17:15 pm AEDT.

