

ANNUAL GENERAL MEETING MINUTES

AUSTRALASIAN COLLEGE FOR INFECTION PREVENTION AND CONTROL LTD

The 2024 Annual General Meeting of ACIPC was held on Tuesday 19 November in Plenary 1 at the Melbourne Convention and Exhibition Centre in Melbourne, Victoria. The Chair declared the meeting open at 5:17 pm AEDT.

ACIPC Board Members in attendance: Dr Stéphane Bouchoucha (President, Chair), Kristie Popkiss (Past President), Dr Sally Havers (President-Elect), Nicola Isles, Janine Carrucan, Ann Whitfield, Margaret Leong, Matt Mason, Erica Beukers, Catherine McGovern and Dianne Smith.

ACIPC Financial Members in attendance: Kate Allen, Wendy Bacalja, Kaye Bellis, Petra Bookall, Pam Boon, Amanda Brown, Donna Cameron, Kathy Dempsey, Andrew Ellis, Gilson Fangaria, Yvonne Fletcher, Sylvia Gandossi, John Greenough, Charlotte Goko, Lisa Hall, Nicola Herbert, Su An Ho, Susan Jain, Marija Juraja Jacky Jones, Sharon Kenny, Peta Kobiolke, Emily Larson, Julia Lindsay, Deborah Macbeth, Darren Martin, Cathi Montague, Monica McHugh, Corinne Miles, Robyn Morey, Christina Morvell, Claire Nayda, Star Okoro, Benjamin Okwuofu-Thomas, Carol O'Sullivan, Kavita Pantha, Susan Pretty, Gillian Ray-Barruel, Lucille Ridley, Megan Riley, Philip Russo, Ramon Shaban, Henrietta Sushames, Sabina Thakuri, Sarah Thomas, Bismi Thottiyil Sultanmuhammed Abdul Khadar, Anita Tyrell, Sandra Ward, Victoria Westbury, Fiona Wilson

Non-voting members in attendance: Nil

ACIPC Staff in attendance: Ben Thiessen, Jackie Miley, Caroline Woolley, Karen McKenna

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

Jane Tomlinson, Peta-Ann Zimmerman, Michelle Foster

4. Declaration of proxies

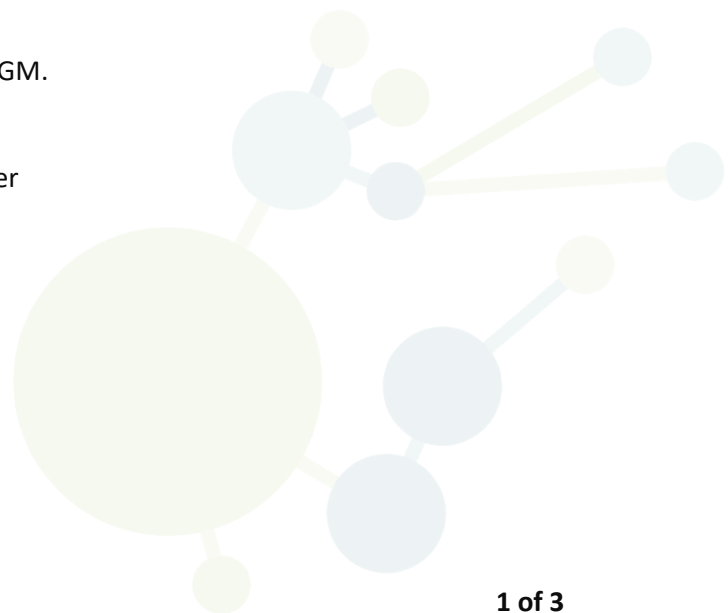
Kate O'Donaghue for Jane Tomlinson,

Matt Mason for Peta-Ann Zimmerman

5. Declarations of conflicts of interests

Nil declared.

6. Confirmation of previous AGM minutes



The minutes of the 2023 Annual General Meeting of ACIPC have been made available to members via email and the College website.

Matt Mason noted agenda item 10. Questions to the Board should say “a formal *evaluation*” not valuation.

Resolution: That the minutes of the 2023 Annual General Meeting of the Australasian College for Infection Prevention and Control Ltd held on 19 November 2024 are a true and accurate record of that meeting noting the amendment to be made.

Moved by: Stéphane Bouchoucha

Seconded by: Michael Wishart

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 2023-2024 Annual Report for ACIPC Ltd be accepted?

Moved by: Stéphane Bouchoucha

Seconded by: Emily Larson

The resolution was passed by a show of hands.

8. Presentation of Audit and Annual Financial Statements

A copy of the audited financial accounts for the period 1 July 2023 to 30 June 2024 has been made available to all members in the 2024 Annual Report.

In the auditor’s opinion, the financial report presents fairly and accurately the College’s finances as of 30 June 2023, and of its financial performance and cash flows for the year. The auditor believes the accounts meet the requirements of the Corporations Act 2001 and the Australian Accounting Standards (including Australian Accounting Interpretations).

- Audited surplus of \$681,000
- Equity of \$8.78m as of 30 June 2024
- The College will see income and surpluses stabilise as education courses stabilises to a more regular level
- Education bookings, and FIPC specifically, remained our strongest revenue stream.
- Interest income was \$272k through term deposits
- Overall income decreased from \$4.09M to \$3.5M

Resolution:

That the Australasian College for Infection Prevention and Control Limited's audited financial statements for the period 1 July 2023 to 30 June 2024, as tabled, be accepted.

Moved by: Stéphane Bouchoucha

Seconded by: Donna Cameron

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 2024-2025 financial year. The Board recommends that 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 2024-2025 financial year.

Moved by: Stéphane Bouchoucha

Seconded by: Phil Russo

The resolution was passed by a show of hands.

10. Questions to the Board

No questions were presented to the Board

11. Appointment of Directors**Resolution:**

To appoint Ann Whitfield, Peta-Anne Zimmerman and Erica Beukers as Directors of the Australasian College for Infection Prevention and Control Ltd.

Moved by: Stéphane Bouchoucha

Seconded by: Marija Juraja

The resolution was passed by a show of hands.

12. General Business

There was no other business submitted to the Board prior to the meeting.

13. Meeting Close

The next Annual General Meeting of the Australian College for Infection Prevention and Control Ltd will be in Hobart in November 2024 during the annual conference.

The meeting was closed at 17:35 pm AEDT.

