



**Australasian Sexual Health & HIV Nurses Association Inc**

**Annual General Meeting**

**Minutes**

**Wednesday 28<sup>th</sup> September 2011**

**Venue: National Convention Centre,  
Swan Room, Canberra,**

**Chairperson:** Donna Tilley

**Minutes:** Brad Whitton

**1. Present**

G. Curran	K. Thompson	M. Kingston	M. Rowe
P. Walker	A. Baynes	C. Cashman	Z. Tinning
S. Dougherty	M. King	J. Launchbury	K. Reed
C. Bond	M. Cross	S. Downing	V. Parkinson
K. Murray	J. Gilbert	A. Walker	D. Fairall
M. Todkill	T. Lockwood	M. Kingston	
L. Holland	L. Familton	M. Emery	
B. Hatch	F. Robson	J. Dean	
J. Tomnay	C. Davidson	B. Davis	
B. Holley	J. McAllister	A. Rochford	
R. Del Rosario	P. Nicholson	S. Woodward	
D. Morgan	A. Kincaid	D. Tilley	
D. Cummins	M. Emery	B. Whitton	
M. Smith	K. Robinson	K. Edmondson	
P. Habel	R. Norris	H. Freeman	
S. Brennan	J. Mwandila	K. Millar	

**2. Apologies**

N. Sharp  
H. Shepherd  
S. Porter  
J. Walsh  
J. Perks  
D. Lee  
J. Armishaw  
K. Biggs  
E. Jachimowicz



**3.1 Confirmation of minutes from preceding AGM October 2010**

**Moved:** Brad Whitton                      **Seconded:** Donna Tilley

**3.2 Confirmation of minutes from Special General Meeting to vote on new constitution in accordance with the new Associations Incorporations Act 2009. Held May 2011.**

**Moved:** Debbie Morgan                      **Seconded:** Glen Curran

**4. Committee Reports**

No.	Issue		
3.1	President's Report	Tabled	See Appendix 1
3.2	Sub branch Reports	Tabled	See Appendix 2

**5. ASHHNA Annual Financial Report (September 2010 – August 2011) for AGM Canberra Conference 28 September 2011**

The cash book balance of the Associations Bank Accounts as at 31<sup>st</sup> August 2011 is:

**Cash Situation**

Bank cheque account balance at 31<sup>st</sup> August 2011 is **\$7201.93**

**Term Deposit (\$11,845.23)**

Interest earned for 2009 - 2010 period **\$370.51**

Interest earned for 2010 – 2011 period **669.12**

Total reinvested on 4<sup>th</sup> March 2011 is **\$11,845.23**

Current Interest rate for this period 5.9% per annum - To mature on 4 March 2012

**Income**

**Membership Income:** for **September 2010 – August 2011** – 128 Members = **\$7680.00**

**Other Income:** Refund from Fair Trading **\$22.00**, CSL Scholarship **\$3000.00**

**Total Income:** for 2010 - 2011 period (excl. interest on term deposit) = **\$10702.00**



**Total Income:** for 2010 – 2011 period with interest = **\$11371.12**

### **Expenditure**

**Total Expenditure** for financial year **September 2010 – August 2011** = **\$9282.94**

Bank Fees –  $(\$15.50 \times 10) + (\$22.00 \times 2) = - \$177.00$   
Australia Post – (PO Box Rental) - \$156.00  
ASHHNA Domain Name - \$22.00  
Web site and maintenance costs - \$330.00  
Printing – (stationary, brochures, membership forms etc) - \$592.60  
Admin Work - \$206.50  
Nurses Prize (from 2010 Sydney Conference) - \$500.00  
Sydney Conference Meeting (Convention Centre Costs) - \$176.40  
NSW Fair Trading Annual Statement submission costs - \$70.00  
2011 ASHHNA Planning Day costs - \$2944.66  
CoNNO Meeting attendance costs - \$239.85  
ACT Sub branch meetings – \$128.35  
WA Sub branch meeting - \$277.40  
VIC Sub branch meeting – \$93.70  
SA Sub branch Meeting - \$58.48  
ASHM Membership - \$110.00  
Donation to PNG Clinic – Carol Martin Memorial - \$200.00

### **Scholarship Winners**

Alison Kincaid – Scholarship - \$1100.00  
Louise Holland – Scholarship - \$600.00  
Kym Boyes – Scholarship - \$650.00  
Katie Barker – Scholarship - \$650.00

### **Net Income**

The net income of the ASHHNA Bank cheque account for financial year September 2010 – August 2011 - **\$1419.06**

**Brad Whitton – ASHHNA Treasurer**  
**Prepared 19/09/2011**



**6. The 2011 ASHHNA Executive was elected as follows:**

No.	Position	Name
5.1	President:	Donna Tilley
	Vice President:	Shannon Woodward
	Treasurer:	Brad Whitton
	Secretary:	Nicky Sharp
	<b>Ten positions without portfolio:</b>	1) Jude Armishaw
		2) Heather Shepherd
		3) David Lee
		4) Jo Perks
		5) Jennifer Walsh
		6) Karen Biggs
	7) Glen Curran	
	8) Sue Porter	
	9) Edwina Jachimowicz	
	10) No nomination	

**7. Next Annual General Meeting:** Date to be advised, will be held with 2012 ASHM/Sexual Health Conference

**8. Meeting Closed at:** 08:30 hrs



## **Appendix 1: 2011 ASHHNA President Report**

This year has been a year of celebrations and losses.

We are celebrating the launch of the ASHHNA Competency Standards for sexual and reproductive health and HIV nurses that are hot off the press. The review commenced in 2010 with nurses across Australia contributing to the development and including HIV nursing for the first time.

In February our friend, colleague and ASHHNA Vice-President, Carol Martin very sadly passed away. Carol had great pride in her choice of and role in the nursing profession. She was a clinical expert in sexual health and HIV with a high reputation both locally and internationally. We have named the annual ASHHNA professional development scholarship in honour of Carol.

This year the Carol Martin Scholarship was sponsored by CSL Biotherapies to support nurses to attend conferences, education or research opportunities. The details about the three successful applicants are on the website.

The ASHHNA executive has been involved in a range of activities promoting the nursing speciality and consulting on client focused projects. As founding members of the Australian Sexual Health Alliance a multidisciplinary support network for the sexual health workforce we will promote nursing expertise in the speciality. The Heart Foundation invited us providing nursing expertise on a working group with the aims of supporting and assisting the management of cardiovascular disease (CVD) risk among people living with HIV by improving awareness and understanding of their CVD risk.

The continuing work of the sub branch members in promoting ASHHNA to their colleagues and supporting networking through the Knowledge Network email list is invaluable in keeping the association strong. Thanks also to all members who contribute to the Knowledge Network, give feedback to the executive and those who took the time to respond to our newsletter survey to inform the best ways we can serve the membership in the future.

The successes could not be achieved without the commitment of the ASHHNA executive and I thank each member for their involvement and enthusiasm in undertaking representative roles with external committees, responsibilities for organisational administration and always working towards ways to developing and strengthening the association.

Donna Tilley  
ASHHNA President



## Appendix 2 – Sub Branch Reports

### 2011 ACT ASHHNA Sub-Branch Report for AGM Shannon Woodward

- ACT Sub-branch has met twice so far in 2011
- Good attendance from various settings including:
  - Canberra Sexual Health Centre (CSHC)
  - ACT Women's Health Service
  - Sexual Health and Family Planning ACT
  - School Health
  - ACT Division of General Practice
- 2011 achievements
  - Networking between members
  - Future guest speakers suggested by members
  - Placement of sexual health nurses with women's health nurses (WHN) for observation
  - Plans for WHN to attend clinical placement at CSHC and attend CSHC inservices as desired
- Guest Speakers and topics covered in 2011:
  - Jenny Kuzek, Registered Nurse – Alexander Maconochie Centre  
Presentation discussing Canberra's newly opened correctional centre and nursing within the centre
  - Andrew Burry, General Manager – AIDS Action Council (AAC)  
Presentation discussing the role of AAC and Positive Living services within the ACT
  - Further 2011 meeting planned post – sexual health conference with post-conference feedback

### **Victorian Sub Branch Report - Annual Report 2011**

We have not had a sub branch meeting for a while. We have found it difficult to organise.

The next meeting will be following the sexual health conference update here at MSHC on Friday the 23<sup>rd</sup> of September. Brad will invite all ASHHNA members to attend this update / education session and a sub branch meeting will follow the event.

The next meeting after this will be following the annual MSHC SEX TALK education day to be held on Saturday 22<sup>nd</sup> October.

#### **Bradley Whitton**

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## **WA SUB-BRANCH – 2011 ANNUAL REPORT**

The WA group aims to meet four times a year. The aims of this group is to provide an opportunity for nurses to network, share information, support one another, keep abreast of state initiatives, and to provide educational opportunities. Membership is diverse, reflecting the diversity of sexual health nursing: STIs, HIV, BBVs, Women's Health, family planning, sexual dysfunction and Public Health.

Meeting attendance is still open to non ASHHNA members. Meetings are teleconferenced to allow non-metropolitan members to attend. Meeting formats have followed an agenda with an emphasis on networking, statewide items of interest, and an educational component. Non-metropolitan interest has been low so videoconferencing has yet to be trialled.

Three meetings are scheduled for 2011. Finding a day and time that suits the majority is reviewed annually, with rotating days being trialled this year. In 2010, the final meeting was held as a luncheon funded by ASHHNA. Feedback was positive and attendance was high.

Goals for 2011 were to include providing peer support for nurses interested in sexual health and to offer better educational opportunities e.g. an evening meeting with varied speakers. These have yet to be addressed due to the inability of both sub-branch co-ordinators to attend meetings to date.

Cath Hakanson and Donna Keeley

### **Report from ASHHNA SA for AGM September 2011**

There have not been any meetings due to my being on sick leave and Long Service Leave. I plan to raise the awareness of ASHHNA at the Sexual Health Nurses and Midwives Network Meeting. This is all I can present in a report. As you know it has been very hard to get nurses to commit to after hours activities especially when there is a sexual health network already in place in SA. That is why I am combining with Shine SA in their network meetings.

Cheers Heather

**Heather Woods**

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