



Australasian Neuromuscular Network Inc.

Annual General Meeting Minutes

Date:	27 th May 2024
Time:	5:00pm
Place:	Sheraton Hotel, Collins St., Melbourne, Victoria.

Attendees:	Tyson Ware, Joshua Clayton, Daniella Villano, Chiara Tewierik, Marnee McKay, Kayla Cornett, Gabrielle Donlevy, Sharon Leaver, Christina Liang, Roula Ghaoui, Peter Houweling, Angus Lindsay, Vanessa Crossman, Emily Galea, Chantal Coles, Katrina Morris, Briana Davis, Molly Reynolds, Justine Adams, Chris Weihl, Harmony Clayton, Anna O'Malley, Gerard Sheehan, Katie O'Brien, Leonit Kiriaev, Robin Forbes, Andrew Hannaford, Chrystal Tiang, Sarah Mollet, Charlotte Sangster, Sam Chia Yi Lin, Theingi Theingi Myint, Katy de Vale, Nicola Hanlin, Richard Roxburgh, Catherine Watts, Rachel Kennedy, Miriam Rodrigues, Gina O'Grady, Ashlee Cruz, Zoe Davidson, Eppie Yiu, Kathryn Irving, Lisa Paterson, Kristy Rose, Sarah Sandaradura, Michelle Lorentzos, Kristi Jones, Anita Cairns, Emily Oates, Sandy Kervin, Miranda Grounds, Frances Evesson, Michaela Yuen, Michael Simpson, Glenn Stalley, Kathrin Mattes, Emily Girvan, Margot Morrison, Kate Carroll, Ian Woodcock
Apologies:	Gayatri Jain, Lauren Sanders

Item	Description
1	Welcome and introductions
2	Agenda review
3	<p>President's report (presented by Ian Woodcock) On 25th May 2023 at the AGM, the membership voted unanimously to become an incorporated association. Since this date, the inaugural committee has worked hard to establish the necessary legal, financial and insurance frameworks to function as an incorporated association. Incorporation – in Victoria from 17th July 2023 Reflection on current successful congress which commences today and runs 27-29th May 2024</p>
4	<p>Secretary's report (presented by Kate Carroll) Insurance update</p> <ul style="list-style-type: none"> • 3-4 quotes for each type of insurance from 2 brokers – all came in within 10% of each other in cost • We've gone with a package of insurance products covering <ul style="list-style-type: none"> • Professional indemnity (AIG) • Directors and officers liability (AIG) • Public and Products liability (Berkley) • Cyber – Emergence (Lloyds) <p>Total cost \$3803.03</p>
5	<p>Treasurer's report (presented by Eppie Yiu)</p> <ul style="list-style-type: none"> • The ANN Inc is a not for profit entity for tax purposes • We are registered for GST • Requires quarterly BAS statements to be submitted • Current EOFY as per ANN Inc rules is Jan 31st • Propose changing this to align with standard EOFY of June 30 <ul style="list-style-type: none"> • We probably do not qualify for a substituted accounting period (SAP) <p>Avoids EOFY mid BAS quarter</p> <ul style="list-style-type: none"> • Income <ul style="list-style-type: none"> • Conference sponsorship • Conference fees

- -> membership fees – will be \$50 per year + GST
 - Membership platform
- Costs
 - Conference costs
 - Insurance
 - Accounting
 - Website hosting/design

6

Financial statement

Australasian Neuromuscular Network Inc

Profit and Loss

November 2023 through April 2024

	Nov '23 - Apr '24
Income	
Conference Revenue	
Conference Registration Fees	34,355.36
Conference Sponsorship	49,318.18
Total Conference Revenue	83,673.54
Total Income	83,673.54
Expense	
Conference Expenses	34,272.72
Insurance	3,537.43
Total Expense	37,810.15
Net Income	45,863.39

Australasian Neuromuscular Network Inc


Balance Sheet

As of April 30, 2024

	<u>Apr 30, '24</u>
ASSETS	
Current Assets	
Current/Savings	
ANZ Business Advantage	73,913.74
ANZ Business Essentials	50.00
Total Current/Savings	<u>73,963.74</u>
Total Current Assets	<u>73,963.74</u>
TOTAL ASSETS	<u><u>73,963.74</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Tax Payable	
GST	
Tax Collected	8,367.36
Tax Paid	<u>-3,697.82</u>
Total GST	<u>4,669.54</u>
Total Tax Payable	<u>4,669.54</u>
Total Other Current Liabilities	<u>4,669.54</u>
Total Current Liabilities	<u>4,669.54</u>
Total Liabilities	4,669.54
Equity	
Opening Bal Equity	23,430.81
Net Income	<u>45,863.39</u>
Total Equity	<u>69,294.20</u>
TOTAL LIABILITIES & EQUITY	<u><u>73,963.74</u></u>

7	<p>Election of the ANN committee 2024-2027 inclusive: The 2023-4 committee are all re-standing for election with the exception of Dr. Katrina Morris – thanked for her service. The following members have been nominated for election</p> <ul style="list-style-type: none"> • President/Chair of the Committee: Dr. Ian Woodcock • Vice President: Dr. Anita Cairns • Secretary: Dr. Kate Carroll • Treasurer: Dr. Eppie Yiu • Chair of Conference Organising Committee: Ms. Robin Forbes • NZ Representative: Dr. Gina O’Grady • AH & Nursing Representative: Dr. Kristy Rose • Laboratory Science representative: A/Prof Gina Ravenscroft • Patient Representative: Ms. Hayley Lethlean • Adult Medical Committee Member: Dr. Andrew Clarke • Other Medical Committee Member: A/Prof Kristi Jones <p>All committee members are standing unopposed Therefore, as per the Rules of the ANN Inc, all of those standing are automatically elected.</p>
8	<p>Future Congress plans 2025:</p> <ul style="list-style-type: none"> • 2025 will be located on the Sunshine Coast, QLD; venue TBC • Planned dates are 26-28 March 2025 • Plan is to hire Seed Events to support the Local Organising Committee to organise the meeting <p>Future after 2025</p> <ul style="list-style-type: none"> • The current plan is to alternate the Sunshine Coast with another location across Australia and New Zealand • The plan for 2026 is to be located in Perth and to be co-badged with the Asia Oceania Myology Centre (AOMC) • Provisional plans: <ul style="list-style-type: none"> • 2027 – Sunshine Coast • 2028 – New Zealand
9	<p>Any other business None</p>
10	<p>Meeting close</p>

Minute taker:	Kate Carroll
----------------------	--------------

Signed:	
Name:	Kate Carroll
Date:	27/05/2024