

Australian and New Zealand College of Perfusion

Executive Meeting Minutes

Date - 10/04/2013 Start Time - 1900 hrs

Present - JO, MS, WS, JVB, CT

Previous Minutes - Read and Accepted Proposed CT 2nd JVB
Passed

Business Arising From Minutes -

ASM Website - Jo to email Killian No Info at this time

ASM - Ct Reports, Venue confirmed and deposits to be paid
Corporate letters going out this week.
Discussion was held regarding having a meeting with
the corporates at the ASM to discuss revision to
corporate memberships.

Bank Signatories (WS)- WS explained requirements and had a letter
explaining the specifics.

WS and MS to sign.

Auditors report lost receipts (WS)- WS reported that by supplying
further information to the auditors for future audits most of the
qualifications would be sorted out.

Some conference receipts still
missing. HD had provided some of the outstanding receipts

Privacy Form (WO)- WS presented a revised privacy form to go out
with invoices.

This is a cut down version of previous and
alleviated some concerns in previous wording.

Exec accepted the changes.

Correspondence -

Request for funding from award recipients

Bills to pay

Treasurer -

Invoices to members - Invoices to be out by the end of the month.
To be sent to MS for printing and posting

Board -

CT - 1st Autotransfusion Course ending
Draft exam being sent out
Next certification exam will be held in the last 2 weeks of
August

Corporate seal is not needed by the college
CT is drafting a new membership certificate.

New Business -

2014 ASM - Discussion of need to select meeting venue for 2014. MS
felt it should be in a major centre again as from previous
discussions to not strain the finances of the college or the
corporate sector.

Suggestions of Auckland or Sydney.

Discussion with members from those cities to be held.

Potential life memberships to be put up at the next AGM

Next Meeting - 01/05/2013

Meeting Closed - 1806 hrs