



Australian Cardiovascular Health  
and Rehabilitation Association  
Victoria and Tasmania Inc.

Australian Cardiovascular Health and Rehabilitation Association- Victoria and Tasmania

### Annual General Meeting

Friday 13<sup>th</sup> October 2023

12.45pm (AEDT)

**Meeting location:** In person at William Angliss Conference Centre (Level 5, 555 La Trobe St Melbourne) and online via Zoom

### Meeting Minutes

**Chaired by:** Linda Macaulay,, ACRA Victoria President

**Minutes taken by:** Dr Sarah Gauci, ACRA Victoria Secretary

**In-person attendees:** Susie Cartledge, Jonathan Rawstorn, Katrien Janssen, Alun Jackson, Chloe Truesdale, Carmel Bourne, Georgia Stiekema, Symone Adomeit, Kegan Moneghetti, Jess Deschepper, Rebecca Turnbull, Katie Palmer, Erin Howden, Ashleigh Flemming, Shohoko Pearson, Judy Enright, Shija Ajithkumar, Crystal Hutton, Nicole Sutcliffe, Lisa Tiatto, Lee-Kyle Rowe, Robyn Sheppard, Alison Beauchamp, Jane Ori

**Online attendees:** Luke Evans

ITEM	TOPIC	DESCRIPTION	OUTCOME	TO DO / WHO	DUE	STATUS
<b>Welcome and apologies</b>						
		Meeting open 12.45 One apology:Braden Kydd No proxies received				
<b>Confirmation of previous minutes</b>						
		Confirmation of 2022 AGM meeting minutes	Acceptance Carmel Bourne and Georgia Stiekema			
<b>President's report – Ms Linda Macaulay</b>						
		CR Programs back to a new normal following COVID-19.  ACRA national <ul style="list-style-type: none"><li>National ASM was in Perth this year.</li><li>New ACRA Nat. President is Carmel Bourne</li><li>Erin Howden is Vic-Tas state representative</li></ul>	Report moved and accepted by Jonathan Rawstorn and Susie Cartledge			

		<ul style="list-style-type: none"> <li>• Next ACRA Nat. EMC meet in person 17-18 November 2023.</li> <li>• Next ACRA ASM - at the Kirribilli Club, Sydney, July 31 - August 2, 2024.</li> <li>• Achievement: ACRA national- CSANZ position statement on exercise and physical activity prescription.</li> <li>• Launch of ACRA EMC sub-committees open to members to join (Advocacy, Communications, Education &amp; Training, Quality &amp; research)</li> <li>• National webinar series: South Australia was the first to kick off in September. Vic/Tas to run one in April (date TBA) on depression screening QI</li> <li>• New national newsletter, share info you want to be shared national to Joseph Weddell, <a href="mailto:joseph.weddell@sydney.edu.au">joseph.weddell@sydney.edu.au</a></li> <li>• ACRA program directory <a href="https://www.acra.net.au/cr-services/cr-directory/">https://www.acra.net.au/cr-services/cr-directory/</a></li> <li>• Position statement on telehealth out soon.</li> <li>• Future directions: focus on advocacy, Program accreditation, credentialling (ICCP courses; part-scholarships available)</li> <li>• National network -SOLVE CHD join the network. <a href="https://solvechd.org.au/join/">https://solvechd.org.au/join/</a></li> </ul> <p>Thank you to committee for all hard work. Dr Katie Palmer and Georgia Stiekema stepping down from the committee this year. But staying on in an advisory capacity/ co-opted to ACRA-VicTas advisory subcommittee.</p> <p>Members now 135, lost a lot of members during COVID</p> <p>ACRA Vic/Tas regular Newsletter &amp; offers two professional networking events a year to members. Community of practice will be</p>	
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		<p>less frequent as per member needs. invitation for members to contact the committee with any ideas for a community of practice.</p> <p>Grants available- travel grants to ASM and VIC events. We are also offering Training scholarships. Contact the committee with any other grant ideas.</p>	
<b>Treasurer Report</b>			
		<p>Opened the 2023 financial year with \$133454 in total assets. The main assets include a Cash Account an interest-bearing Saving account, which was unchanged interest transferred to the Cash account.</p> <p>A new asset was created as a result of the merger between Victorian and Tasmanian ACRA branches, \$13,759 was transferred from Tasmanian ACRA</p> <p>Liabilities include a small negative GST liability. However, the association has not been registered for GST since FY2020.</p> <p>A decrease in net assets compared with FY2022 (-\$29,890) related to banking conducted on behalf of ACRA Queensland for the 2022 Annual Scientific Meeting (2022 ASM). Income was split across FY2022 (\$50,758) and FY2023 (\$40,330) yet all funds were expended in FY2023(\$91,087)</p> <p>A Venue Hire expense from Q3 FY2023 has not yet been invoiced. This represents a liability estimated at \$4,500.</p> <p>FY2023 income was Capitation, Sponsorship, and Event Registrations. Capitation (\$4,240) is a pro rata contribution from ACRA national related to the size of the Victorian and Tasmanian membership. Sponsorship(\$4,500)was derived from biannual ACRA Victoria and Tasmania professional development events. This has decreased 50% from FY2022. MostFY2023 Event Registration income was from the 2022 ASM (\$40,330), and only held temporarily on behalf of ACRA Queensland. Event registration income from ACRA</p>	<p>Treasurer report moved and accepted by Erin Howden and Katie Palmer</p>

		<p>Victoria and Tasmania’s biannual professional development events contributed a further \$10,795.</p> <p>Key FY2023 expenses were Venue Hire(\$48,846),Grant Schemes (\$4,490), and Event Services(\$1,631). Most Venue Hire expenses related to the 2022 ASM (\$44,631), were paid to a supplier on behalf of ACRA Queensland. Venue Hire for biannual ACRA Victoria and Tasmania professional development events totalled \$4,215. Advocacy expenses (\$495) included costs of attending cardiovascular health fora to increase representation and advocate for causes aligned with the association's mission. Other Expenses (\$46,678) represent the transfer of the remaining 2022 ASM income to ACRA Queensland.</p> <p>The overall net surplus was significantly impacted by 2022 ASM transactions conducted on behalf of ACRA Queensland.Total2022 ASM income(\$91,087) was split across FY2022 (\$50,758)and FY2023 (40,330) while related expenditure(\$91,087) was all conducted inFY2023.Transactions ultimately balanced to \$0.</p> <p>Linda Macaulay: Thank you to Jono for all your work on the treasurer report.</p> <p>Susic Cartilage: we need help from members with ideas on how to spend these funds to support our members.</p>	
Election of the Committee			
		<p>Nominees:  Dr Erin Howden, Dr Jonathan Rawstorn, Dr Susie Cartledge, Linda Macaulay, Katrien Janssen, Dr Sarah Gauci, Judith Enright, Dr Kegan Moneghetti, Braden Kydd, Alun Jackson – ACHH, Chloe Truesdale – Heart Foundation, Jess Deschepper  EOI to become co-opted: Dr Alison Beauchamp</p> <p>Committee positions are to be decided at the first incoming meeting.</p> <ul style="list-style-type: none"> <li>• President</li> <li>• Vice president</li> <li>• Secretary</li> <li>• Treasurer</li> </ul>	<p>Move and accept Carmel Bourne and Georgia Stiekema</p>

		<ul style="list-style-type: none"> <li>Up to 3x organisation members Alun Jackson (ACHH) and Chloe Truesdale (Heart Foundation)</li> <li>Ordinary Members</li> </ul>	
<b>Other Business</b>			
		<p>Please think about the format of future events: Face to face, online, do we do any other areas (e.g. regional vic). CPD on motivational interviewing and general skills that are helpful PD at discount prices.</p> <p>Reminder about the mentor and support program clinical or research</p>	
	Close at 1.39 pm	The next Annual General Meeting will be held at the ACRA Victoria Conference in October 2024	

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Signature:

Date: 16.10.23

*J Macaulay*

Signature:

17/10/23