

2008 Annual General Meeting of ANZMTG

6:00 pm Wednesday, 19 November 2008

Room 105, Sydney Convention Centre, Darling Harbour NSW

Minutes

Meeting opened at 6:00pm

Present: 40 Full members in the room, 2 Associate members

Apologies: Rachael Morton

Minutes: Elizabeth Paton

1 Welcome

Ann Ratcliffe (AR), ANZMTG Executive Officer and executive committee member, welcomed members. The meeting was then declared open.

Members were provided with an agenda summarising highlights.

2 ANZMTG operations report - Highlights

AR presented the highlights of the year for the ANZMTG and divided these into 3 separate strategic categories:

- Organisational progress overview (Staff and organisational structure and Membership)
- Future directions (Financial Performance) (*brought forward on agenda*)
- Current activities (Trials update & QoL research initiative)

AR reviewed the aims & objectives of the group and provided an overview of the staff and organisational structure of the group. AR introduced the staff and executive committee members and thanked the board for their ongoing support throughout the year. AR indicated that a scientific committee would be developed during 2009 and integrated into the management structure of the group.

AR reviewed the current membership summary (dated November 2008).

Action:

Following completion and review of the strategic planning recommendations (expected March 2009) ANZMTG to agree to the terms and responsibilities of the (proposed) ANZMTG Scientific Committee.

Dr. Bryan Burmeister nominated himself for ANZMTG Scientific Committee membership. Nominations will be called for following March 2009.

ANZMTG has a financially sound performance and majority of current surplus already committed. ANZMTG audit was performed by Allan Drummond, external auditor, in July 2008. Financial Audit report submitted to funding body along with quarterly progress report.

Goal is to invest further in new research projects where possible and to continue generating new proposals and initiate new projects of clinical relevance.

ANZMTG clinical trial portfolio was reviewed.

Action:

ANZMTG to continue with current trial responsibilities and to report future achievements to the membership as appropriate.

3 Business/Strategic Plan - Highlights

AR introduced Alison Evans (AE), consultant, who is currently conducting a range of key-stakeholder consultations regarding the planning activities which are currently underway regarding future growth, development and direction of the group. Membership was encouraged to provide feedback to AE.

Action:

ANZMTG strategic planning recommendations to be formally submitted to the group in March 2009.

4 Other Business – Highlights

AR and Prof. John Thompson (JT) presented the highlights of the year for the ANZMTG and divided these into 2 separate strategic categories:

- Scientific Review Committee (Planned outcome, Member contribution in review of Protocol Synopsis & Expression of Interest)
- Consumer panel (Proposed plan of consumer involvement)

Action:

ANZMTG to launch “ANZMTG Clinical Trial Protocol Synopsis / Research Proposal Outline” template online. New submissions welcome. ANZMTG to prioritise and allocate seed funding to (ANZMTG executive committee approved) proposals.

ANZMTG membership process is currently being improved and new process will be launched online (<http://www.anzmtg.org/memberapply.aspx>) early 2009.

5 Other Business

Presentation by Brendon Coventry “Randomised controlled trial of 1cm vs 2cm excision margins for 1-4mm thickness primary invasive cutaneous melanoma”.

Q: Does the membership support the further development of the excision margin study (proposed by B. Coventry)? *Question from JFT, ANZMTG executive committee chairperson*

A: Consensus reached unanimously during a vote by those present in the room.

6 Meeting Close

AGM was closed at 6.30 pm.

Post meeting note

Further information is available online (www.anzmtg.org) or upon request.