



NZHPA
58th Annual General Meeting
4th September 2010
WEL Energy Academy of Performing Arts,
University of Waikato, Hamilton

Minutes of Meeting of the **58th Annual General Meeting of the New Zealand Hospital Pharmacists' Association (Inc)** held at the WEL Academy of Arts, University of Waikato, Hamilton on 4th September 2010.

Meeting opened: 16:15

Present: Billy Allan, Lorraine Welman, Nirasha Partosam, Simon Jamieson, Dianne Wright, Mariada van Staden, Julie Vickers, Margot Dwight, Jocelyn Livesey, Kirsten Simonsen, Marty Kennedy, Melissa Young, Euan Galloway, Tracey Makinson, Paul Barrett, Claire Barnfather, Sian Dawson, Denise Tai, Janice Young, Anita Frew, Corina young, Janet Milne, Carolyn Hooper, Trish Vorstermans, Vicky Stephens, Jillian Sutherland, Alison Forbes, Avril Lee, Karen Dunning, Lesley Hawke, Marilyn Crawley, Lauren Assink, Karen Street, Rachel gray, Helen Cant, Laura Clunie, Jerome Ng, Rob Ticehurst, Andre Mutavdzic, Marie Sayer, Hannah Wright, Bronwyn Hamilton, Bob Buckham, Hesh Al-Sallami, Priya Mohini, Riana Richardson, Annie Egan, Joe Monkhouse, Maxine Handford.

Apologies: Apologies were received from:
Elizabeth Plant, June Tordoff, Barbara O'Driscoll, Arleen Jamieson, Paul Larson, Di Vickery, Marilyn Tucker, Jo Tatler
Euan Galloway (moved)/Avril Lee (seconded)

Minutes from Previous meeting: The minutes from the 57th AGM in 2009 were read and confirmed
Melissa Young asked that she be added to the list of those present
That the minutes were an accurate record of the meeting – Lorraine Welman (moved)/ Marty Kennedy (seconded)

Matters Arising: Jan Goddard and the conference organising committee looked into the possibility of getting remote access to this year's conference, however it would have been too costly.

President's Report: The President's Report had been circulated previously with the Annual Report and AGM agenda. Billy spoke to his report. There was no further discussion.
That the report be adopted –Billy Allan (moved)/Euan Galloway (seconded)

Financial Report: The Financial Report had been circulated previously with the Annual Report and the AGM agenda. Lorraine spoke to her report.
There was no further discussion.
That the report be accepted – Lorraine Welman (moved)/ Hesham Al-Sallami (seconded)

Election of Officers:

President: William (Billy) Allan elected unopposed with acclamation.

Executive Members:

There were two vacancies on the Executive. Three nominations were received for the two positions, and after a postal vote the following were elected to the Executive:

Dianne Wright (re-elected for a third term)
Nirasha Parsotam (re-elected for a second term)

Lorraine Welman (staying)
Simon Jamieson (staying)

Lorraine thanked Billy for all the hours of hard work he'd put in as President and raising the profile of NZHPA in the New Zealand healthcare sector. Euan Galloway also thanked Billy for his work as a member of the New Zealand Standards Group.

Remit:

A remit proposing an increase in NZHPA membership fees from the 2011/2012 financial year had been circulated previously with the Annual Report and the AGM agenda. Lorraine spoke to the remit.
Proposed that the remit be adopted – Lorraine Welman (moved)/ Kirsten Simonsen (seconded)

PROPOSED INCREASE OF MEMBERSHIP FEES

The NZHPA has not increased annual membership fees since 2006. It is proposed that, with effect from the new financial year beginning June 2011, the ordinary membership fee be increased from \$110 per annum to \$130 per annum (inclusive of GST); approximately an 18.2% increase. The membership fee for Special Interest Groups (SIGs) to remain unchanged at \$10.00 (inclusive of GST). Other fees to be increased pro rata.

	Current fees	Proposed fees
Ordinary / Fellow - more than 20 hours / week	\$ 110	130
Ordinary / Fellow - 20 hours or less / week	\$ 80	95
Associate - Intern Pharmacist	\$ 45	54
Associate - Pharmacy Technician, more than 20 hours / week	\$ 45	54
Associate - Pharmacy Technician, 20 hours or less / week, undergraduate student	\$ 35	42
Corporate	\$ 375	445
Special Interest Groups (SIGs)	\$ 10	10

The increased fees are modest and have become necessary due to

- Increased costs associated with the administration to the organisation;
- Increase in GST rate;
- Increased costs associated with the Association's increased profile nationally as a respected voice for pharmacists, and in particular for hospital pharmacists; and
- Costs associated with developing a national career structure for hospital pharmacy staff.

On behalf of the NZHPA Executive
Lorraine Welman
Treasurer
23 July 2010

Discussion:

It was noted that even with a fee increase the membership cost still provided great value for money.

It was queried as to whether it was enough of an increase, especially for younger members. Billy Allan replied to this query pointing out that NZHPA has to balance the needs of the organisation with the fact that some members felt aggrieved that their DHB doesn't pay their fees.

It was asked if it was felt that the SIG group fees needed to increase also. Billy Allan replied that SIG groups can discuss within their own membership whether or not they want to increase the individual SIG fees – and if they did they would need to bring it as a remit to the next AGM. The meeting was also informed that as from 1st October 2010 SIGs will have a proportion of the NZHPA administration costs charged to them for work done by the NZHPA administrator for their meetings, which the individual SIGs will need to recoup through the registration costs to these meetings.

The remit was carried unanimously.

General Business:

- 1. NoIDs:** Rob Ticehurst asked whether or not electronic PDFs will be available for the 6th Edition of NoIDs, and if so, could individual hospitals print them. Billy Allan replied that the answer to both questions was 'Yes'.

Rob also asked if the naming of the PDF files could be kept in a constant format as in the past this had not occurred.

1. Critical Care Seminar:

Annie Egan thanked everyone who replied to her e-mail re a Critical Care Seminar to be run by NZHPA next year. It will be held in Auckland and whilst the exact date is still to be announced, it is likely to be in June 2011.

2. SIG Group Meetings:

Other SIG group meeting dates for 2011 are:

- DICP/CNO: 21/22nd May 2011 in Christchurch
- Technicians: 9th April 2011 in Dunedin

Presentation of Awards:	Sanofi Aventis Pharmacy Grant	Anne Blumgart	\$2000.00
	Ebewe Pharma Oncology Grant	Laura Clunie	\$2000.00
		Virginia Smith	\$3000.00

Next Meeting: November 2011 in Tauranga

Meeting Closed: 16:45

Signed



Billy Allan
Chair NZHPA Executive

Date 12th November 2011