**Balint Society of Australia and New Zealand**

**Board Meeting**

**MINUTES**

**Date: Tuesday 2nd April 2019**

**10.30am AEDT, 12.30pm NZT by Zoom for 1.5 hours.**

**1. Present: Chel Quinn, President, Ruth Dunn, Frank Meumann, Prue Bonifant, Di Nash, Judy Griffiths, Hilary Ash, Kerrie Collings-Silvey**

**2. Apologies: None**

**3. Conflict of Interest: None**

**4. Minutes of Board Meeting on 5th March 2019: Proposed as accepted as accurate RD/PB U/C**

**5. Matters arising from the previous Minutes:**

1. **Changes to Constitution mooted:**
* Honorary members have voting rights
* *PURPOSE* to be inclusive of *psychotherapists* and possibly adding *fostering the growth of the Balint community*
* Financial Year to change from July 1 – 30 June to January 1 – December 31
* Motions would need to be drafted and sent to members 21days before AGM

**ACTION:** Set date of AGM and discuss these at this point. These proposals would go out with the AGM Notice. Keep on agenda.

1. **Feedback from the 2018 WOC regarding ABGW 2018 Leaders Group Decision to exclude a person from participating.**

DN sent a draft letter to Board members. It needs further consideration by Board members. Overall Board members are satisfied with the tone and degree of detail in response to the issues raised.

**ACTION:** Further thoughts to be emailed to DN asap. DN will send the finalised letter to the Board for ratification; to be sent before next Board meeting.

1. **2020 Balint Conference/Study Days**

First meeting planned for Wednesday 10th April. CQ has circulated a draft proposal to the committee.

1. **Ethics Committee**

FM has spoken with Bill Betts and he is unfortunately unable to join the committee. FM is yet to contact Bill Farrell. Plan is for FM to Chair an Ethics Committee in its formation and in developing an Ethics Policy for BSANZ. KCS offered suggestion of a time line of having the Ethics Policy completed by the AGM to be presented there. It was agreed to seek an Aus and NZ representative and also a doctor/psychotherapist balance.

**ACTION:** FM will contact Kate Strasser AUS and Bill Farrell NZ. Leonie Sullivan AUS was proposed also.

1. **Finances**

F2F Cost $5405 (2018 $4568) Travel costs were more this year and we had 8 Board members in 2019 and 7 in 2018.

Anne Malecki joined the meeting at 11.08am. Anne explained ‘cost of sales’ as money we have received but is earmarked to pay for the planned event.

And other terminology explained also. Having an annual report at the same time each year and a Jan to Dec financial year will work better for the Board to make sense of the balance of accounts.

A difficulty is being clear whether we are going backwards financially. A suggestion is that when the EOI goes out we ask for a deposit that is used to pay the deposit for the venue. KCS raised that there are two paradigms, one involving accounting terminology and a business frame of reference, and the other being a professional organisation/community service/ not-for-profit approach to maintaining the finances. MYOB requires the former paradigm.

AM recommends that membership fees should be set to cover Admin fee, Mailchimp, Insurance, Zoom Subscription, Incorporation Fee, IBF Fee, Student Bursaries, etc, i.e. all the costs of running the Society.

The accounting would be more accurate and simpler if only one account. But it can be expensive for each country to pay international fees. AM suggests that TryBooking and using credit card payment gets around this.

PB raised about how we budget for events, working out the costs and setting the fee. The importance of covering the costs.

Annual Fee consideration. Could write to members, ‘*Increased operating costs, offering more activity* - *won’t be raising the fee next year. Early bird be the same and higher fee following this.*

Anne Malecki left the meeting at 11.38am.

Discussion ensued on the issue of raising fees, comparison with fees of other professional associations, and the importance of having funds to meet the needs of future pursuits.

**MOTION: HA proposed increasing the Balint Group Intensive fee by another $50 to a $100. That is, $1300AU $1350NZ Seconded DN U/C**

**ACTION:** AM will assist PB in preparing the monthly report. PB will draft a recommended fee increase in a letter.

1. **Professional Conduct Matter**

CQ and KCS have a meeting scheduled with the person on Wednesday 3rd April.

1. **Online Groups:** FM tabled a draft proposal.

FM has spoken with the GAP project doctors, about offering online Balint Groups, and they are enthusiastic and encouraging about the proposal and the involvement of the BSANZ.

Key questions for further consideration: To what degree are we at arms-length from the leaders who will be engaged in the GAP program, the risk of reputational damage for BSANZ suggests there needs to be processes in place.

Admin and costs involved need consideration and Anne Malecki’s involvement will be valuable. We need to be clear about the Society’s role in this project.

DN: There is a rural doctors network in NZ that could be interested also in getting involved in online groups for doctors.

RD: We would draw on the list of accredited leaders who would need to remain as BSANZ members and participants could be expected to join BSANZ. The setting of Online Balint Group fees for the GAP project is to be considered and consideration given to whether the Society has a role in monitoring this.

JG: There is interest in Balint Groups in the WA RACGP.

**ACTION: FM will speak with DN further about these issues.**

1. **Balint Group Intensive – BGI**

HA tabled a document about changing the registration process. Non-members could register online by going to a different website. Brief discussion ensued.

**ACTION:** HA will explore with DN and AM about this process on the website. The Board in principle agrees.

1. **Correspondence:**

**ACTION:** Please send all correspondence to KCS to be tabled in the minutes.

1. **Meeting Closed at 12.05pm AEDT**
2. **Next meeting Date: 7th May 2019, 10.30am AEDT, 12.30NZT**

**For Next Meeting’s Agenda**

**Actions from Previous Minutes**

* **Medical Student Essay Prize**

**ACTION:** Due recognition of A G-O as the donor will go in the President’s Report and in the Newsletter. Photo if possible.

CQ will contact HW and AG-O.

* **Role of ‘Chair’ (of the Intensive and Leaders Group).**

**ACTION:** Reviewed TOR to be completed and brought to next Board meeting. Draft TOR to be worked on by CQ and RD.

* **Online and other Groups Notice on Website**

**ACTIONS:** Communication with members: DN to send out a request to leaders to update info. Bulletin/Newsletter to include a note on online groups as an exciting development click on the link to give info on your online group to be collated.

DN to write a letter to all our AL and ALT to ask who is running online groups, details about the groups and vacancies.

FM and DN will put out the call- Who is interested in running online groups? And provide a hub for establishing and supporting the development of online groups.

* **Balint in Medical Schools AUS/NZ ‘hub’**

**ACTION:** To be taken up by relevant members of the Board and reported on at the next Board Meeting FM and JG.

* **Accreditation Committee:** (From F2F) Discussion required on ‘Process by which decisions are made regarding entry to leader trainer pathway’.

**ACTION:** AC to follow up and report to Board.

* **Privacy Laws and Ethics Policy and Procedures:**

ACTION: JG agreed to take responsibility for this portfolio and to offer a note on this to members to be included in a Newsletter and on the website.

**Other Board Tasks for next meeting’s Agenda**

**1. Reports from Office Bearers and Committee Chairs**

* **President**
* **Secretary**
* **Treasurer**
* **AC Committee**
* **BGI Organising Committee**
* **BGI Chair**

**2. BSANZ Balint Group Intensive 2019**

**3. Newsletter**

**4. Bulletin from the Board**

**Kerrie Collings-Silvey, Secretary**