**Balint Society of Australia and New Zealand**

**Board Meeting**

**MINUTES**

**Date: Tuesday 6th August 2019**

**10.30am AEST, 12.30pm NZT, 8.30am AWST by Zoom for 1.5 hours.**

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

**2. Apologies:** None

**3. Conflict of Interest:** None

**4. Minutes of Board Meeting on 2nd July 2019:** Proposed accepted as true and correct by DN, seconded PB. U/C

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

* **5.1** Flowers sent to Penny Love: ACTION: KCS done
* **5.2** Email list of Members and “interested others”: Letter to leaders to pass to group members. ACTION: CQ to do
* **5.3** Insurance Currency: PB noted the BSANZ was given the incorrect invoice. She will pay the correct amount and send to the Board the paperwork with the details of the Insurance Policy. ACTION: PB to follow up
* **5.4** Annual costs of BSANZ activities – e.g. student essay competition, Website, training. RD said that she and DN will work on determining the pathway costs and report back to the Board. FM thinks we should look at our total costs and be mindful of how we are expending our finances. ACTION: PB to follow up
* **5.5** ABN for BSANZ - CQ said we do need an ABN - Australian Taxation Registry information ACTION: CQ/KCS to follow up

**6. Correspondence, with action, during the month:**

2 July - Sam Manager- podcast host - Frank

5 July - Kim Stalidzans - application for membership

10 July - Consumer Affairs Vic - Annual Statement due 30 Dec 19 - Chel

10 July - Jaimie Navalli - reply to my email re BG in Newcastle

10 July - Grand Chancellor Hotel - re contract - Chel

16 July - Dr Annie Rosenthal requesting brochure for herself and Dr Alamdari - Anne

16 July - Tamara Holmes - membership application

16 July - The Royal NZ College of GP’s re-placing an ad for workshop - Di

16 July - Leonora Coolhaas - application for membership

17 July - Penelope Martin - application for membership

19 July - Bronwyn Keely - application for membership

19 July - Dr Andrew Smith - application for membership

29 July - Jan Hanson requesting copy of Judy Malone’s article - Kerrie

29 July - Dr Luciano Diana - Application for membership

1 August - Carola Wittekind application for membership

**7. Reports from Office Bearers**

**7.1 President:**  The AGM is 2nd November and we need to consider Succession Planning. The Board is taking responsibility for the 2020 Congress, so perhaps there needs to be consistency on the Board heading into the Congress. To stay on the Board – CQ, DN, RD, KCS, HA, JG indicated they are prepared to stay.

FM, PB unsure and will discuss with CQ.

**7.2 Secretary:** KCS keen to have the outstanding roles filled.

**7.3 Treasurer:** PB tabled the monthly financial report. DN submitted an account for the website development.

* $950 to pay to Simon Guernsey $1600 Catchlight paid previously. All up cost $2500 for Website development. Just a small amount more to do. Payment to SG proposed DN, seconded HA. U/C
* $550 Total Admin Cost for medical Student Essay Competition.

**7.4 Website Development:** RD moved a vote of thanks to DN for her years of dedication to the website and to HA for her recent valuable involvement. All heartily agreed. Some discussion on which information on the website to be available openly and which is members only – e.g. Entry into the Leader Trainer Pathway that is linked to the leader trainer section. The question of letting people know as much as possible rather than keeping it in members only section. ACTION: DN & RD to consider further in AC meeting.

**8. Membership Drive** – HA offered to take up the role of Membership Secretary on the Board. HA offered to draft a letter to unpaid members/accredited leaders – e.g.

Dear

a. We have noticed that you have not renewed your membership.

If you are not intending to would you let us know please. It would be valuable for us to know why.

b. As you are an accredited leader you need to renew your membership.

**9. BSANZ Intensive 2019**

* HA tabled a report from the IOC. She screenshared the Budget with costs/income to date. 20 have paid and 2 are waiting for references. 2 students and 3 others have registered but not yet paid.
* CQ tabled a report from the Leaders Meeting.
* 2nd September is final date for participant refunds. 15th September is the date for full refund of the venue deposit.
* It is proposed that the Board makes its decision at the next Board meeting on 3rd September regarding whether the Intensive goes ahead. A risk management perspective was taken by the Board. The need to do **more advertising.** *There are several more places available.*
* Only 4 people from NZ have registered. A letter to the NZ members by the NZ Board members proposed. ACTION: PB & DN

Consideration: Perhaps the more people who graduate as accredited leaders the less there are to come to the Intensive. We need new people to be exposed to Balint.

**10. Accreditation Committee: RD and DN tabled an AC report with**

 **Pathway Training Policy changes proposed for the Board to consider.**

A discussion ensued about wording for the policy documents to be published on the website and whether motions need to put to the Board or these are policies for the AC to decide alone. The changes were agreed to in principle with final wording for the documents to be finalised.

10.1 Change: That the application form for the LAP include a tick box indicating that the candidate agrees to complete and submit all necessary documentation, including Doc’s A, B and D.

*Candidates will be deemed to commence training after all documents are received and the enrolment fee is paid.*

**10.2. 1 Motion: That candidates are advised that they are expected to complete the Leadership Accreditation Pathway within 3 years.**

**That special consideration will be given to candidates who submit to the Accreditation Committee that they are experiencing difficulty in completing the pathway.**

**10.2.2 Motion: That annual re-enrolment fees must be paid within 2 months of the due date.**

**10.2.3 Motion: That the Board approve an increase in the initial enrolment fee to $300 and an increase in the annual re-enrolment fee to $200 per year.**

**The 3 motions were proposed by DN, seconded FM U/C**

**11. Newsletter Editor:** JG offered to consider taking on the role of Newsletter editor.

**12. Meeting Closed at 12.03pm AEST**

**13. Next Meeting Date: 3rd September 2019**

**Agenda Items for next Meeting**

**1. 2020 Balint Society Congress**

**2. Board Roles to fill:**

* **Privacy and Ethics Representative/Producer of Policy Documents**

**3. Motions for changes to the BSANZ Constitution**

* *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.*

**4. Investment of money for workshop cancellation.**

**5. Student Essay Prize**

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

**7. Online Groups**

**Kerrie Collings-Silvey**

**Secretary**