**Balint Society of Australia and New Zealand**

**Board Meeting**

**MINUTES**

**Date: Tuesday 5th March 2019**

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

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

**2. Apologies:** None

**3. Conflict of Interest:** None

**4. Minutes of Board Meeting on 5th February 2019:** Amendments, 6.1 ‘Fremantle’

6.2 Marion Lustig; 8. Discussion that Anne Malecki will assist with the budget for the workshop; 11.3 ‘JG’.

Minutes proposed as accurate, subject to changes, by RD, seconded PB. U/C

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

* Partial refund to Lyn Charlton CQ DONE. ACTION: Brochure to say ‘no refund after this date” delete ‘unless we can replace you.’
* Anne Malecki hours to be increased due to workload with Essay Competition. CQ to speak with Hamish. DONE. Anne is willing to do more hours.
* Date Claimer Notice for ABGW 2019 HA. DONE.

**6. Correspondence:**

* Manoja Kalupahana, NZ, DN followed up
* Hellenic Society in response to congratulatory correspondence – CQ followed up
* Melissa Weimers, Childrens Hospital Brisbane, regarding Balint Groups - CQ KCS to follow-up

**7. Face to Face Meeting 1-3 March in Elsternwick, Melbourne 2019**

**7.1 For AGM or an EGM**

**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

We need to draft these and send out to members 21days before the AGM

ACTION: For further consideration. All look at the Constitution. On next meeting’s agenda.

**7.2 ABGW 2019**

**MOTIONS** (RD took the Chair, CQ left the room)

**1.** RD proposed that Chel Quinn be appointed Chair of the Workshop 2019, seconded HA, U/C

**2.** RD proposed that the vice-president and past-president step into the president’s role as needed during the year, given the workload and responsibilities involved, seconded PB, U/C

(CQ returned)

**3.** RD proposed that the name change to ‘The BSANZ Balint Group Intensive’ with by line ‘an experiential workshop’, seconded KCS, U/C

**4.** CQ proposed that the fee for ABGW be increased to $50 more than 2018, $1250AU, $1300NZ seconded RD, U/C

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

**ACTION:** DN to draft a response to be discussed at the next meeting**.**

**7.4 2020 Balint Conference/Study Days**

**MOTION**

DN proposed that BSANZ plan and organise a scientific meeting involving papers on philosophical, theoretical and practical issues in relation to Balint work with discussions and Balint Groups in 2020. Seconded RD, U/C

CQ has drafted an outline and will discuss with FM, JG and KCS.

**7.5 Ethics Committee**

**MOTION**

RD proposed that an ethics committee be appointed and develop an ethics policy, seconded PB. U/C

Ethics person, who is not a Board member, to be appointed. FM will approach Bill Betts and Bill Farrell

**ACTION:** FM will contact Bill Betts and Bill Farrell

**8.** **2020 Conference/Study Days**

An interim committee to document the scope of the 2020 event. Invite and articulate what we want to achieve. Including objectives and vision/ideas and of how it would look. Be clear this is a Board-driven event. An Expressions of Interest to invite members to be involved in the organising the conference with a balance Aus/NZ. Set up a panel to vet papers. A name for the event to be chosen at a later meeting.

**ACTION:** CQ, FM, JG, KCS to form an interim committee

**9. Professional Conduct Matter**

At the F2F it came to the attention of the Board that two people at the ABGW had raised their concerns with the Chair that they had witnessed a participant behaving inappropriately towards another at the Gala Dinner. This may have been experienced as sexual harassment. Further instances of inappropriate sexualised behaviour by this participant, causing offence and discomfort came to light. It was agreed that action needed to be taken. It was decided a board member/s should ask to meet with the participant. Discussion ensued on who was most appropriate to pursue this matter. The Board decided that CQ as President with KCS should represent the Board in this matter.

**ACTION:** CQ and KCS will meet with the person involved.

**10. Finances**

A breakdown of surplus/deficit figures of each activity would be helpful. How much does each activity cost? Fully costing each activity - ABGW, ALW, Governance, Medical Student Essay Competition and Pathway Training, including Observations.

$53,200 Total Funds. Estimate of projected costs to end of 2019 is needed before surplus can be invested.

ACTION: CQ to ask Anne Malecki to explain the use of MYOB at the April meeting.

**11. Medical Student Essay Prize**

A question was raised about where does the contribution from a benevolent donor (A G-O) show on our books? The Prize is in the Society’s name but the prize money does not pass through our books. It is the BSANZ that offers the Essay Competition. It is the donor who gives the prize money. Therefore, the money cannot show in our financial report.

**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.

**12. Balint Group Intensive - BGI**

**ACTIONS:** Role of ‘Chair’ (of the Intensive and Leaders Group). Reviewed TOR to be completed and brought to next Board meeting. Draft TOR to be worked on by CQ and RD.

Evaluations of The Intensive are considered important. Consideration given to instructing participants that receiving their CPD/ME points certificate is conditional on completing the evaluation as a valued reflective tool. Perhaps include time for completion in the final plenary. Also offer an email evaluation for an optional later reflective piece. It be considered by the organising committee, the IOC.

CQ as Chair to choose Leader Group in conjunction with AC

**13. Bulletin from the Board**

To include: Announcement of Chair, Intensive, future activities, online groups and future planning to meet the needs of ALT and AL for ongoing interactions and PD.

**14. Online Groups:** This initiative to be taken up by relevant members of the Board and reported on at the next Board Meeting.

**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.

**15. 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.

**16. 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.

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

Review of Privacy laws and their relevance to BSANZ undertaken at F2F. It was noted that a Key role of a Board is risk management.

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.

**18. Future Planning 2019-2021**

* “Scientific Meeting” 2020 – Objectives – provide presentations of Balint philosophy and practice papers with discussions to air and understand differences. Include Balint Groups and the AGM.
* ABGW 2019, 2021 What do we do about training needs in between?
* ALW 2021
* Privacy Policy JG
* Ethics Policy and appointment of outside Board member. FM will approach Bill Betts and Bill Farrell
* Online Balint Groups Initiative FM, JG
* Balint Groups for Medical Students Formation at the local level of Aus/NZ FM, JG
* Annual Newsletter JG, DN.
* Website DN
* Membership DN
* Bi-monthly Bulletin from the Board KCS, CQ

**19. Next meeting Date: 2nd April 2019, 10.30am AEDT, 12.30NZT**

**Kerrie Collings-Silvey, Secretary**