

MINUTES OF ACSA EXECUTIVE MEETING
HELD IN FREMANTLE, 22 SEPTEMBER 2012

1. Opening of the Meeting

The President opened the meeting at 3.45pm. All members of the Executive were present as was Administration Officer Kylie McGrory. There were no apologies. The President welcomed Rosemary Quick as the incoming Secretary.

2. Agenda Item Business arising from the ACSA General meeting

(a) Secretary Communication Arrangements

The Executive were advised by incoming Secretary Rosemary Quick that an established telephone and internet system was in place for the receipt of ACSA related telephone calls and emails. It was agreed by the Executive that all line rental and telephone call costs (with the exception of personal calls) for the existing telephone and internet line will be met by ACSA. It was also agreed that the Secretary should investigate the purchase of a laptop computer for the efficient and timely execution of secretarial duties and acquire a PO Box for receipt of ACSA related mail.

The Administration Officer agreed to establish a new email address acsasec@australianstoma.com.au for the Secretary and to divert mail received at the address to the Secretary's personal email account.

(b) ACSA Liaison

It was agreed that, following the change in Secretary, ACSA Liaison responsibilities would be as follows:

President Peter McQueen – Victoria and Tasmania
Vice President Geoff Rhodes – ACT and New South Wales
Treasurer Peter Lopez – QLD and NT
Secretary Rosemary Quick – SA and WA

(c) Conference Sponsorship

President Peter McQueen confirmed that he would contact all suppliers to discuss their preference of future conference sponsorship arrangements

(d) Fund for the purpose of support for stomal therapy training of nurses living within the ASPOA region

President Peter McQueen confirmed that he would contact the President of the AASTN to discuss a partnership arrangement for funding support to assist in the stomal therapy training of nurses living within the ASPOA Region.

(e) **Transfer of SAMSON IP rights to ACSA to held in trust for SAMSON Agreement Participants**

Geoff Rhodes confirmed that he would explore the steps required to be taken to transfer SAMSON IP rights to ACSA.

3. Date and Place of Next Executive Meeting

It was agreed that the next meeting of the Executive would be held in Canberra in March 2013 with a specific date to be confirmed at a later date.

There being no further business the President declared the meeting closed at 4.15pm.

Confirmed by:

Peter McQueen
President
Australian Council of Stoma Associations