



Haemochromatosis Australia

Inherited Iron overload disorder

Information line 1300 019 028
www.haemochromatosis.org.au

Annual General Meeting

Minutes of meeting

3 September 2011

Murdoch Childrens Research Institute
Royal Childrens Hospital
Flemington Rd
Parkville, Victoria

1. Welcome

Ben opened the meeting at 2.00pm and welcomed members
Attendance list attached.

2. Apologies

Linda Rule, Bill Dorward, Enid Tobias, Barbra Charles.

3. Minutes of previous Annual General Meeting

Motion: That the minutes be accepted as a true record of the previous meeting.

Moved: Tony Moorhead Seconded: Ben Marris. Approved unanimously.

4. President's report – Ben Marris

Ben presented his report to the membership.

5 Treasurer's report – Brian Smith

Brian presented his report to the membership.

6. Audited financial statements – Brian Smith

Brian moved that the audited financial statements as presented to the meeting be accepted.

Seconded Marg Rankin. Approved unanimously.

7 Appointment of auditors

Brian moved that George & Ridgeway, Public Accountants, Underwood Qld be appointed auditors for the 2011 / 2012 year. Seconded Marg Rankin. Approved unanimously.

8. Constitutional amendments

Motion 1: Limiting the size of the management committee to a maximum of 8 members.

Moved: Tony Moorhead. Seconded: Ben Marris.

That clause 13.1 of the constitution be altered to

13.1 The Management Committee of the Association shall consist of a President, Vice-President, Secretary and Treasurer, and a maximum of four other members all of whom shall be members of the Association.

Approved unanimously.

Motion 2: Change of name of Association to 'Haemochromatosis Australia'.

Moved: Tony Moorhead Seconded: Ben Marris

That clause 1 of the constitution be altered to:

1. The name of the Incorporated Association shall be 'Haemochromatosis Australia' (in these rules called "The Association").

Approved unanimously.

Motion 3: Change of name – official registration

Moved: Tony Moorhead Seconded: Ben Marris

That the Secretary is authorised to apply to Office of Fair Trading Queensland to register the name of the Association as 'Haemochromatosis Australia' and apply for an exemption from the requirement to include the term 'Inc' or "Incorporated" in our name.

Approved unanimously.

Motion 4: Technical amendment to satisfy requirements of Australian Taxation Office.
Moved: Tony Moorhead Seconded: Ben Marris

That clause 33.3 of the constitution be altered to:

If the association is wound-up or the endorsement of the organisation as a deductible gift recipient is revoked, the following assets remaining after payment of the Association's liabilities shall be transferred to a fund, authority or institution to which income tax deductible gifts can be made:

- Gifts of money or property for the principal purposes of the Association
- Contributions made in relation to an eligible fundraising event held for the principal purposes of the Association
- Money received by the Association because of such gifts and contributions.

Approved unanimously.

10. Election of Office Bearers

Ben Marris vacated the Chair. Marg Ranking took control of the meeting at this point.

All current members of the management committee nominated for election. No other nominations were received by the Secretary.

The following nominations were received by the Secretary.

President:	Ben Marris
Vice-President:	Desma Wieringa
Treasurer:	Brian Smith
Secretary:	Tony Moorhead
Committee member (4):	Margaret Rankin, Karin Calford, Linda Rule, James Stephenson

As there were no further nominations from the floor of the meeting, these nominees were elected unopposed.

11. Address by Patron – Marg Rankin

Marg addressed the meeting.

Certificates of appreciation were presented to Brian Smith, Mike Caldwell and Professor Martin Delatycki.

Close.

Annual General Meeting – 3 September 2011

Attendance List

Marg & Matt Stone
Joan & Jake Van der Koogh
Thelma Briggs
Mike & Lin Caldwell
Shaun Fitzpatrick
Brian & Judith Smith
Margaret Humphry
Michelle Gladwin
Karin Calford
James Stephenson
Tony Moorhead
Desma Wireirnga
Marg Rankin
Ben Marris

PRESIDENT'S REPORT 2010 - 2011

It is both a pleasure and a privilege to report on the significant developments in our organization over the last twelve months.

A year ago Marg Rankin, our founding President, took the momentous step of handing the reins to a new committee. At the same time we were delighted that she accepted the role of Patron. Our task has been to build on the firm foundations that she has established.

Your committee divided up the many tasks that Marg and her committee had been doing and, as well as learning the ropes, undertook some business process review. Our first task was to keep the organization going efficiently.

We then devoted some time to developing a strategic plan for the next five years. The full plan is published separately but I intend now to report briefly against its headings.

We are the primary advocacy group for Australians with haemochromatosis.

Our vision is that no Australian should experience the symptoms of haemochromatosis. We have not got there yet but by golly that is the direction to which we are committed.

Let's take our objectives one at a time -

1. WE PROVIDE SUPPORT TO PEOPLE WITH HAEMOCHROMATOSIS

Good, concise, relevant and readily accessible Information is the mainstay of support.

One of our first initiatives was to establish a 1300 information telephone line. In its first nine full months of operation it responded to 323 calls, a rate approaching 500 per year. Those of us who have answered those calls can assure you that this is meeting an enormous support need, often resolving the real anxieties and uncertainties of newly diagnosed people and their families.

Our email information service is also well used.

Our web site proved extremely popular with 100,000 visitors and a quarter of a million hits.

Two years ago Lyndon Baxter developed an on-line forum on our web site to enable people with Haemochromatosis to communicate with one another. Despite significant problems caused by spammers, Lyndon has kept this service going and recently made it stronger and safer. It continues to facilitate mutual support in a form that suits a number of people

In addition we are well on the way to completing a full review of all our publications, ensuring that they remain up to date and contemporary.

Further, we have three support groups managed by members and meeting regularly.

PROFESSIONAL AWARENESS

In the last twelve months we have made only preliminary steps to improve professional awareness of haemochromatosis. While there are many excellent and thoroughly aware practitioners it is disturbing to hear quite frequent accounts of late diagnosis and, occasionally, apparent ignorance.

We have made some small steps towards enhancing the necessary relationships with professional bodies which will address this problem. There is much more to do.

RESEARCH

We continue to provide some financial assistance to the long standing research program at QIMR and have held discussions with proponents of two other potential research projects.

COMMUNITY AWARENESS

We have, through the commitment of some wonderful members, presented eight local public information meetings in various parts of the country. These have been attended by a total of just under 200 people and involved some dedicated and high profile presenters. Each meeting has been advertised in the local community and some have generated significant media interest, all of which helps to spread the word.

We anticipate that there will be many more local meetings in the next twelve months as they are always well received. Our goal is to see such meetings in all parts of the country so that all people with the condition and their families can attend if they wish.

While we are focused on Australia, it is very pleasing to report that, in Vancouver in June this year, The International Alliance of Haemochromatosis Associations agreed to work for an International Haemochromatosis Awareness Day. It is reasonable to expect that this may take a while to become established but I am very pleased to announce that we have determined that we will have an Australian Haemochromatosis Week, commencing in 2012. This will be a substantial task for our small organization but it has the potential to have a major impact upon community and professional awareness, and thus to lead to many more people being diagnosed early, before damage is done. Watch this space for exciting developments in the next few months.

SOCIETY ADMINISTRATION

Every organization needs to periodically review the way in which it presents itself to the world. Members will have noticed that in our newsletters and elsewhere we have a new look. We like it and think that, like the change of name to "Haemochromatosis Australia", it is appropriate to our times. We hope you like it too.

If we are to make a major impact on haemochromatosis in Australia we have to become a much bigger and more influential organisation. As we grow we need to be sure that our administrative and management tasks are arranged so that we are efficient and so that our people have achievable and sustainable workloads. I believe that the arrangements put in place this year meet that standard at this stage.

In the final analysis the extent of our impact and our reach across the nation is related to the size and commitment of our membership. It is very pleasing to report that 280 new members have joined in the last twelve months. We now have 1300 financial members.

In closing I want to express my very sincere admiration and gratitude to the members of your committee. To Marg our Patron, Desma, Brian, Tony, Karen, Linda and James. You all contribute enormously to our organization. Because of you we can face the future with optimism.

Ben Marris
President



Treasurers Report 2010 – 2011

A complete set of audited accounts are included for members to peruse at their leisure. These include income and expense report and balance sheet for the year ending 30th June 2011 compared to 30th June 2010, bank reconciliation, depreciation schedule and auditors opinion. Whilst it is not a legality now for not-for-profit organizations to audit annual accounts, for the protection of members and also committee, the decision was taken a few years ago to continue with the annual audit, and this practice continues in the year under discussion.

As you will be aware, at the AGM last year in Brisbane we saw the election of a new committee to replace the more localized Brisbane – based group that had serviced the Society, in some cases from its inception almost 25 years ago, with a national committee comprising member representation from a wide area of Eastern and Southern Australia. This now allows the Society to better spread the word about haemochromatosis with more meetings, information sessions etc leading to a better understanding of the disorder through the general community and increase membership in areas that previously were only able to be covered by long distance telephone and internet communications.

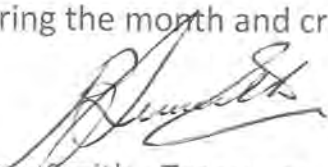
The additional committee activity has seen total income increase from 2010 to 2011 by \$4095 or 13.9% ie from \$29454 to \$33549. This included a grant of \$1000 from Cancer Council of New South Wales – Hunter Region, to promote awareness of haemochromatosis in that area.

In general, the expenses incurred by the Society are to promote the awareness of haemochromatosis in the community and service the needs of existing and newly acquired members. This is done through information sessions, printed materials including newsletters, resource books, information leaflets, telephone and internet contact. The committee activities over a much wider geographical area compared to previously, has increased expenses during the 2010-11 year with some of the noted variations being :

- Postage and Post box rental increased from \$2160 to \$3998 and is directly related to the membership drive.
- Stationary increased from \$1012 to \$1852 with the increased activity
- Telephone expns – It is the committee’s policy to have someone always available to answer questions and give support concerning the disorder and we now have 1300 numbers available for this purpose. Committee meetings are held monthly and are operated via a telephone hookup of committee members – at a cost but much more economical than air fares, accommodation associated with face to face meetings
- Travel expns increased from \$4110 to \$8813 again associated with committee representation at information sessions in regional areas, and costs associated with committee attending AGM etc
- Resource Books- this varies from year to year with print runs of the booklet and brochures occurring during the year in discussion
- Newsletter costs increased from \$6697 to \$8813 as a result of a conscious decision taken by the committee to upgrade the presentation to 4 colour printing
- Donations to research organizations increased from \$3000 to \$4157 as approved at the last AGM

To protect the Society, its members and office bearers, we carry insurance costing \$1486pa. This includes Public and Product Liability, Association Liability, and Voluntary Workers Personal Accident Ins to cover volunteers in the possibility of an accident in carrying out their duties for the Society. An independent review of our insurances during the year indicated that the policies we currently have are satisfactory for the type of risks we may incur

Current assets as at 30th June as shown in the balance sheet comprised cash of \$10971.50. The main receipt of incoming funds will happen during the coming few months with members renewal notices accompanying the next newsletter mailing. The cash situation at 30th June was in a satisfactory situation but expenditure of funds is closely monitored by the committee during the month and critically reviewed at each monthly meeting.



Brian Smith - Treasurer

PRINCIPAL
JACOB GEORGE FCA

GEORGE & RIDGWAY

PUBLIC ACCOUNTANTS

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SUNNYBANK 4109

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HAEMOCHROMATOSIS SOCIETY AUSTRALIA INC.

**INDEPENDENT AUDIT REPORT TO THE MEMBERS OF
HAEMOCHROMATOSIS SOCIETY AUSTRALIA INC.**

SCOPE

We have audited the financial statements of the Haemochromatosis Society Australia Inc. set out in the following pages for the year ended 30th June 2011. The Management Committee is responsible for the financial statements. We have conducted an independent audit of these financial statements in order to express an opinion on them to the members.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatements. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant estimates. These procedures have been undertaken to form an opinion as to whether in all material respects, the financial statements are presented fairly in accordance with Accounting Standards and the requirements of the Associations Incorporation Act (QLD) 1981, so as to present a view of the association which is consistent with our understanding of its financial position, the results of its operations and cash flows.

The audit opinion expressed in this report has been formed on the above basis.

AUDIT OPINION

In our opinion, the financial statements present fairly in accordance with applicable Accounting Standards and the requirements of the Associations Incorporation Act (QLD) 1981, the financial position of the Haemochromatosis Society Australia Inc. as at 30th June, 2011, and the results of its operations and cash flows for the year then ended.

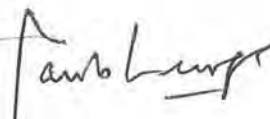

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JACOB GEORGE - FCA.

DATE.....13/07/2011.....

HAEMOCHROMATOSIS SOCIETY AUSTRALIA INC.

INCOME & EXPENDITURE
FOR THE YEAR ENDED 30TH JUNE, 2011

<u>2010</u>		<u>2011</u>
<u>\$</u>	<u>INCOME</u>	<u>\$</u>
20104.40	Subscriptions	16320.76
3724.87	Donations	6826.96
9.20	Interest Received Cheque Account	9.55
572.17	Interest Received – Investment	459.29
0.49	Interest – Donations A/C	-
-	Grants	1000.00
80.00	Sundry Incl.Book Sales	310.00
4292.12	Paypal Subs	8622.77
<u>671.59</u>	Interstate Transfer	-
29454.84		<u>33549.33</u>
	<u>EXPENSES</u>	
473.00	Audit Fees	506.00
-	Fees – ASIC	340.00
630.50	Bank Fees	640.00
190.00	Computer Software	496.00
235.00	Depreciation	294.00
1671.74	Insurance	1486.10
2160.03	Postage & Post Box Rental	3998.35
1012.06	Stationery	1852.28
1602.86	Telephone	2783.49
4110.25	Travel Expenses	8024.19
85.00	Resource Books	2568.31
915.87	AGM & Conference Expenses	1160.34
462.96	Internet Expenses	1437.15
6697.68	Printing Newsletter	8813.33
-	Advertising	148.67
41.00	Fair Trading Fees	76.65
3000.00	Donations	4157.10
1122.00	Clerical	-
10.00	Refund Subs	-
-	Repairs & Maintenance	<u>316.50</u>
<u>24419.95</u>		<u>39098.46</u>
<u>5034.89</u>	Excess (shortfall) of Income Over Expenditure	<u>(5549.13)</u>



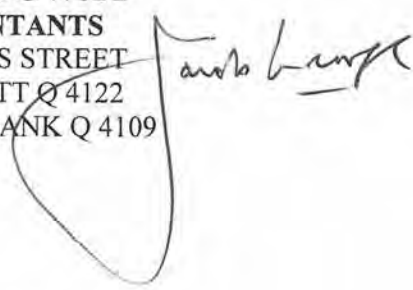
HAEMOCHROMATOSIS SOCIETY AUSTRALIA INC.

BALANCE SHEET AS AT 30TH JUNE 2011

<u>2010</u>		<u>2011</u>
<u>\$</u>		<u>\$</u>
13022.74	Brought forward 01/07/2010	18057.63
<u>5034.89</u>	Excess (shortfall) of Income Over Expenditure	<u>(5549.13)</u>
<u>18057.63</u>		<u>12508.50</u>
Represented by:		
<u>CURRENT ASSETS</u>		
5138.06	Bank Term Deposit BOQ	-
100.00	Cash on Hand	-
940.01	Cash at Bank – BOQ 20048157	1415.35
<u>11879.56</u>	Cash at Bank – BOQ 10363432	<u>9556.15</u>
<u>18057.63</u>		<u>10971.50</u>
<u>NON-CURRENT ASSETS</u>		
1889.00	Plant & Equipment	3720.00
<u>1889.00</u>	Less Accum Depreciation	<u>2183.00</u>
<u>NIL</u>		<u>1537.00</u>
<u>18057.63</u>	TOTAL ASSETS	<u>12508.50</u>
<u>18057.63</u>	NET ASSETS	<u>12508.50</u>

There are no mortgages, charges and securities of any description affecting any of the property of the society.

GEORGE & RIDGWAY
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Depreciation Schedule
HAEMOCHROMATOSIS SOCIETY AUSTRALIA INC.

DEPRECIATION SCHEDULE 2010/2011

Title SCHEDULE 1

Item	Total			DEPRECIATION							
	Cost	O	W D V	Acquis date	Acquis cost	Total value	Rate %	Type P/D	Deprec	Private Portion	CWDV
Epson RX690 Printer	355	0	0		0	0	0	P	0	0	0
Computer System & Monitor	1000	0	0		0	0	0	P	0	0	0
HP Laserjet Printer	299	0	0	July 09	0	0	0	P	0	0	0
Canoscan 5600F	235							P			
Dell Laptop Computer	1057	0	0	10/12/2010	1057	1057	40	D	235	0	822
IPAD with Wi Fi	774	0	0	23/4/2011	774	774	40	D	59	0	715
	3720	0	0		1831	1831			294	0	1537

Amount claimed for Depreciation \$294

IN - CONFIDENCE - when completed