# **MEETING Agenda– The Australian Nurse Teachers’ Society-QLD Branch**

| **Date of Meeting** | 19/12/13 |
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| **Previous Minutes Prepared By: None tabled** |  |
| **Chairpersons Signature:** |  |
| **Venue:** | ACU |
| **Time of Meeting:** | 1730 **Closed: 1830** |
| 1. Confirmation of Previous Minutes | |
| **Proposed**: N/A **Seconded**: | |

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| 2. Attendance at Meeting (*add rows as necessary)* | | | |
| Name | E-mail | | Phone |
| Judy Gonda |  | |  |
| Marilyn Ireland |  | |  |
| Donna McClean |  | |  |
| Lorraine McMurtrie (T/C) |  | |  |
|  |  | |  |
| 3. Apologies | | | |
| Julie Shaw |  |  |  |

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| 4. Meeting Agenda |
| **4.1 Chairpersons Report Lorraine McMurtrie (CR).**  Verbal report provided.  Lorraine welcomed attendees to the meeting.  Membership: 111 of which 73 are currently financial.  Difficult year for the Chair (personally and professionally),  New Committee members – Treasurer & Secretary – Difficult transition.  Standing down as State Chair. |
| **4. 2 Treasurer’s report Jeannette Kassulke (TR)**  Not in attendance and no report tabled. |
| **4. 3 Secretary report Judy Gonda (CR)**  Written report tabled. See attached. |
| **4.4 Education Report Marilyn Ireland (ER)**  Written report tabled. See attached. |
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| 5. Correspondence |
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| 1. Email from Julie Shaw to the Secretary 19th December – new member expressing interest in becoming a committee member. |

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| 6. Action Items *(add rows as necessary)* | | | | |
| *Action* | *Assigned to* | | *Due Date* | *Status* |
| Decision to post pone the election until a meeting has occurred where all reports are tabled in writing. |  | |  |  |
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| Another AGM to be called early in 2014. | Judy Gonda | | End of January 2014 |  |
| If new Committee members are not recruited at this meeting the Branch might have to be dissolved. |  | |  |  |
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| 7. Next Meeting | | | | | | |
| *Date: TBK* | |  | *Time:* |  | *Location:* |  |
| *Agenda:* |  | | | | | |