# **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:*  |  |