

**PROSTATE CANCER FOUNDATION OF AUSTRALIA  
THE CENTRAL AUSTRALIA CHAPTER**

Minutes of Chapter Council Meeting held  
Thursday 14<sup>th</sup> May 2009 at Chapel Hill Winery, McLaren Vale

The Meeting opened at 10.00am

**Present:** Malcolm ELLIS(chairman), John BAULDERSTONE, Ian FISK, Bryan HEARN, Murray NECK, Jeff ROBERTS, John SHIELDS, Keith WILLIAMS

**Apologies:** Terry HARBOUR, Dean WALL

**Observer:** Paul REDMAN (PCFA), Beverly ELLIS, Phyllis SHIELDS and 7 members from McLaren Vale Support Group.

**1 Welcome and Apologies**

The Chairman declared the meeting open and welcomed all those present including Paul Redman representing PCFA, Beverly Ellis and Phyllis Shields and 7 guests all being members of the McLaren Vale Support Group. Apology received from Dean Wall (Action Grp.) and Terry Harbour (Mitcham Grp.)

**2 Minutes of Council meeting held 19<sup>th</sup> March 2009**

The minutes of this meeting had previously been distributed.

Moved they be accepted as a true and correct record of the meeting. John B/Murray **Carried**

**3 Matters arising**

- (a) certificate for Trevor Hunt - Jeff tabled Premiers Certificate to be presented. Arrangements to be made to present to Trevor next week during PCFA visit to SA.
- (b) chapter website - Ian spoke to work completed to date. Required direction as to content of site. After discussion it was agreed that site should contain contact details and photos of all Council members and copies of minutes of Council meetings once adopted. Domain name to be PCFAcentralaustraliachapter.org with links to PCFA and all member support groups.
- (c) list of loan DVD's - will be about 45 titles but all not yet available. Arrangements to be made re return postage of borrowed DVD's.
- (d) Bright Sky contact details - still to be provided.
- (e) Council members tenure - by consensus it was agreed that all current members serve 2 years prior to any election at AGM October 2010. SAC members to be whoever nominated by Chapter.
- (f) PCFA details for grant applications - copy of current Certificate of Insurance provided. Other details to be provided as required as will differ for each application. **NB** PCFA to be notified of any proposed fund raising events. Relevant forms are available via website.
- (g) PCFA name badges - not yet available.
- (h) CA Chapter logo - will be incorporated in name badges.
- (i) proposed new PCFA guidelines - work in progress

**4 Financial Report**

- (a) Malcolm spoke to the treasurers position and proposed that John Shields be co-opted onto Council as full voting member and that as treasurer he become part of Council executive. All in agreement. Malcolm thanked John Baulderstone for his offer to stand down to facilitate treasurer becoming Council member but noted this not now necessary following this agreement.
- (b) Paul presented PCFA cheque for \$1000 thus enabling John Shields to open bank account with available funds. Signatories as previously agreed to sign necessary forms etc.

**5 Potential new groups**

- (a) Murray Bridge

Jeff reported that 28 in attendance at recent first meeting of group including several Council members. Prospects looking good. Budget will be required in near future. Mr Ron LEHMAN is group contact and he will be attending meeting of Adelaide group next week in the course of which Paul will provide him with the necessary affiliation papers during his visit to SA.

(b) Katherine

Keith reports that two meetings have now been held and although small number in attendance looks like a solid start has been achieved. Don LOCKLEY is the contact there and he will be attempting to make contact with local RAAF base for potential members. Keith thanked PCFA for their input and support to members in assisting with the set up of new support groups.

(c) Kangaroo Island

Bryan reports on his efforts to initiate some level of interest in establishing a support group on KI but no reply to date.

At this point members took a coffee break during which Paul distributed a paper on which he listed many resources that were available to PCFA members. He then spoke to this document. Paul also indicated that no time frame had been set for the establishment of an CA office but hoped that it, along with a Board, would be appointed some time this year. He also indicated that work had commenced on producing a book entitled "How to start a Support Group." Paul also provided members with information about the sale of blue dust cap covers at \$2 each from Amcal chemists and the purchase of blue ribbon lapel badges.

Malcolm once again welcomed all guests and invited them to introduce themselves to members present.

## **6 Change of Council meeting venues for 2009 - July and September**

Some concern expressed re weather and available accommodation in both Darwin and Alice Springs on the dates previously agreed. After discussion it was agreed not to make any changes to dates which remain as 16<sup>th</sup> July 2009 in Alice Springs and 17<sup>th</sup> September 2009 in Darwin. All other dates unchanged. Murray indicated that accommodation was limited and it would assist greatly if members intending to either come early or remain after the meeting inform him as early as possible in order that the necessary arrangements could be made. Paul will follow up this request for additional information. Keith indicated that a similar situation would exist for those attending Darwin in September.

## **7 CA Chapter 2009 Annual Conference**

Paul informed members that a budget had been set that only allowed for a two day conference. It was generally agreed that this should be divided up into ½ day for Chapter AGM and 1½ days for training. Beyond Blue organisation have already indicated they are prepared to provide speaker at no cost to PCFA. After discussion it was agreed to hold conference on Friday 16<sup>th</sup> October and Saturday 17<sup>th</sup> October. Bryan to investigate possibility of venue at McLarens on the Lake.

## **8 Any other business**

(a) Paskeville Field Day - Action Group and PCFA joined in establishing stall at event to be held from 29<sup>th</sup> September to 1<sup>st</sup> October 2009. Help will be required from Metro support group members and bus will be arranged to convey people to site on daily basis. Jeff to make local arrangements re tables, trestles etc. Jeff to also prepare letter for distribution by Bryan to all Chapter members seeking their input and assistance. PCFA to cover promotional costs via Karyn Foster.

(b) Teleconferences - Bryan has provided executive members with schedule for their telephone conference for remainder of year. After discussion it was agreed that Chapter teleconferences should be arranged at least on a quarterly basis preferably some time just prior to Council meetings. It was also agreed that Paul will provide a "template" document for the provision of a "Support Group" report that can be received, distributed and pre-read by members prior to such teleconference.

(c) Prescribed roles for Council members - Keith spoke to this proposition and how it is implemented by the Queensland Chapter. Whilst it was agreed that this could be beneficial, it was agreed that more consideration needs to be given to actual roles envisaged.

(d) Malcolm encouraged members of each support group to visit each other.

(e) Paul announced that lap tops and digital projectors have all been purchased and software loaded with distribution hopefully completed by the end of May. Recipient group will become responsible for these items which will become their property.

(f) Keith spoke to his desire for each group to establish a list for distribution of doctors who provide DRE services.

(g) Keith also spoke of his concerns re events occurring that apparently had PCFA backing but of which local support groups had not been advised. Paul responded by explaining that PCFA were now aware of these concerns being received from various sources and had taken steps to ensure that such advice would be forthcoming in the future.

(h) Paul reported that the National Board had recently become involved with Cancer Council in Tasmania and were working together to produce information re "How to set up a Support Group" and that National Board recently received \$8,137,150 as its share of funds raised during "Movember."

- (i) Paul also reported that work in hand to publicize September as National Blue Month Awareness campaign. Bunnings Stores are major sponsors who, with assistance of support groups, will run events at their stores during the month. Funds raised will be returned back to relevant support groups.
- (j) Malcolm provides report on recent Ambassadors course and notes that we now have 8 in South Australia.
- (k) Bryan reports on fact that Artie Ferguson arranging an Awareness Day to be held on 18<sup>th</sup> July at football game between South Adelaide and Sturt. Bryan to obtain giveaway literature from PCFA
- (l) Bryan also reports on launch of "My Diary" by Fleurieu Cancer Network. Relevant posters tabled for distribution to members.
- (m) Jeff expresses his concern re absence of support groups in major regional SA towns. Notes that Action Group will undertake to alleviate this situation and will commence action to hold such a day in Mount Gambier.
- (n) Murray informs that Alice Springs group has now been operating for 12 months and will be holding anniversary dinner during forthcoming Council meeting. He reports that has obtained copies of support group handbooks provided both by Cancer Council and PCFA but has indentified a number of areas that have been omitted, a list of which he will provide to Paul. As an example some discussion was held re opening bank accounts but it was pointed out that every bank has a different procedure and requires different documentation. Murray also requested information on what was available for new support groups.
- (o) Ian requested information on the status of the proposed MOU between PCFA and Prostate SA. Paul responded. Ian explained his difficulties in securing logos for printing. Paul undertook to meet his requirements once he knew their proposed purpose.
- (p) John B requested information on how his daughter could undertake a fund raising project on behalf of PCFA. Paul responded by pointing out that relevant forms were available via PCFA web site. These needed to be completed and submitted with PCFA approval being given prior to commencement of project.

**9 Council members only (12.45pm Paul leaves meeting)**

Keith expressed his concern re the dominance of the incontinence section within an Ambassadors presentation. He felt that it detracted from the emphasis on prostate cancer within the presentation. He noted that Jo Fairburn was adamant that content was correct. It was considered that perhaps some influence may have been exerted from a specific source with regard to this content. Keith informs that agreement had been reached for him to write letter expressing his concerns for reading to participants during recent Ambassadors Training Course. However this had been overlooked and his thoughts and comments were not passed on. SAC aware of situation and in full agreement with Keith's concerns which also cover the fact that Jo has strong feelings against Ambassadors being members of support groups. Malcolm responded by commenting that he had spoken to Jo about both issues. It appears that this situation arose from the fact that a support group somewhere badly upset an Ambassadors program (no details provided). Malcolm felt that other Ambassadors presentations provided a much more balanced view. He noted that restrictions were imposed on precisely what Ambassadors could say within their presentations and that as a result of these issues being raised it was proposed to maintain an oversight on outcomes from involvement of Ambassadors with support groups and to take any steps necessary to resolve any problems arising.

12.58pm Paul returns

The Chairman thanked everybody for attending and for their input and closed the meeting at 1.00pm

**Next Meeting 10.00am Thursday 16<sup>th</sup> July 2009 in Alice Springs.**

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(chairman)

.....  
(date)