

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

Minutes of Chapter Council meeting held
Thursday 19th May 2011 at Arkaba Hotel,
Adelaide

The meeting opened at 10.00am

Present: Malcolm ELLIS, Keith WILLIAMS, John BAULDERSTONE, Ron LEHMAN, David MERRY, Jeff ROBERTS, John SHIELDS and Bryan HEARN,
Observers: Bev ELLIS, Phyllis SHIELDS, Kay HEARN. Di BAULDERSTONE, Terry O'BRIEN(Whyalla 10.40), Graeme HIGGS representing PCFA, David GREGORY, Chairman of SAC, Tina GIBSON, Cancer Council SA and Karen FOSTER
Apologies: Terry HARBOUR

1. Welcome and Apologies

Chairman Malcolm Ellis opened the meeting and officially welcomed all those present including all the guests. *Chairman drew attendees attention to fact that meeting was being recorded.*

2. Minutes of Council meeting held 17th March 2011

The minutes of the last Council meeting had previously been circulated..

Moved they be accepted as a true and correct record. Keith Williams/ David Merry

Carried.

3. Matters Arising

- Wind Up of previous Association. Chairman reported that he had hoped to have resolved the matter prior to this meeting but has been unable to do so. Meeting now convened for 9.00am 21st July 2011. John Shields requested that any member having information relative to the formation and ongoing operation of the Association provide same to him for the purpose of his maintaining a historical record of such events
- Pull up banners. Graeme Higgs reported that banners in the process of manufacture.
- Prostate Supporter content. Chairman has met with Karen Foster and have designed a chronology for this process. All "copy" has now to be vetted in Sydney prior to printing but a guarantee has been given that this will take no longer than 48 hrs. Content of newsletter need not be restricted to group reports. Can include articles on any topic of choice.
- Storage facility. Now up and running. May be used by any member group. Key holders, Malcolm Ellis, Jeff Roberts, John Baulderstone and John Shields to be contacted re depositing any material. Secretary will maintain list of contents.
- Restructure of PCFA. David Gregory provided some details of PCFA restructure from National Board level down. During his presentation David mentioned a recent conversation with his Federal Member, Independent Andrew Wilke which resulted in \$4,000, 000 being made available to PCFA in the recent Federal budget. An excellent example of how much can be achieved via local advocacy. Graeme Higgs informed members of the type of approach being adopted by new CEO Dr Anthony Lowe. He also emphasised the need for fundraising as Movember funds were totally allocated towards research.

At this point the agenda was suspended to allow Dr Carole Pinnock AM to deliver a presentation entitled "*Prostate Cancer clinical outcomes collaboration.*" This detailed how information was collated from prostate cancer patients including diagnosis, treatment and outcomes. Members were also shown what information could be extracted for use by GP's relative to individual patients.

1130 Short break during which Dr Pinnock and Terry O'Brien both left the meeting. Agenda resumed

- Country TV ads. Chairman has received these and has provided copies to Limestone Coast, Whyalla, Port Pirie and Darwin. Other groups requiring a copy should contact the Chairman.
- Cancer Council SA - Tina Gibson addressed the meeting. She provided details of her role and how she is currently working closely with the Action Group to establish new support groups. Tina reported that various Cancer Council groups were available for use by support groups should they need them.

4. Financial report

The treasurer tabled a written report which showed an opening balance of \$8962.86 which after income and expenditure now showed a current balance of \$8611.44. The Chapter account has now been transferred from the Central Australia Credit Union to the CBA as directed. Some funds from Bunnings remain outstanding and will be distributed on receipt. At this point Graeme Higgs commented that negotiations were ongoing with Bunnings re the administration of their program later this year. It should be noted that each store manager has the right to design their own event content.

Chairman tabled a quote of \$1305.00 for the purchase of a computer and associated equipment for use by Limestone Coast group. Proposed that this equipment be purchased as per the quote, seconded by John Shields

Carried.

Verbal report made that Chapter had a budget of \$90,000 but current expenses stood at \$96,000 year to date. Graeme Higgs commented that budgets should only be regarded as a "best guess" and would need to be adjusted accordingly next year. He pointed out that a new finance team was being employed by PCFA and this may mean some delay in the processing of expense claims but this would improve as their training progressed. If Council saw the need to once again visit all groups then this should be reflected in their budget. Need seen to formulate at least a 5 year projected budget. Treasurer reported that he had a spreadsheet set up for each member group showing their budget compared against year to date expenses but had no knowledge of any individual group bank account balance.

5. S.A.C. report and update

David Gregory reported that current review of SAC being made and that details had been forwarded to all groups and feedback requested by 31st May 2011. It was hoped that by early June a final paper would be distributed for adoption.

6. Any other business

- National guidelines. Many members expressed dissatisfaction with the recently distributed proposed new guidelines. Some feedback received which Chairman will take to meeting in June for discussion and consideration. Hope to establish a Nationally accepted basic common format thus allowing individual Chapters to develop own by laws or standing orders.

(1242 Tina Gibson leaves meeting)

- New groups update. Port Augusta and Berri both on hold, nothing further heard from Gawler or KI. Waiting for feedback from Minlaton and communication problems have left the proposed event in the Western suburbs in doubt. Discussion held re public awareness meeting in Port Lincoln. Due to fact that visiting urologist only available in 2011 on 29th June and local Lions club unable to become involved matter to be revisited in 2012.

1.05pm lunch taken. meeting resumed at 1.30pm

- Field days. Jeff Roberts reported that site booked at Paskeville 27/28 and 29 September. 12 volunteered already nominated but another 12 required. names to Jeff. 4 cabins booked for Lucindale for 16/17 March 2012. Action Group manning a stall at Bordertown show on 1st October. Chairman informs that he will be attending Lameroo and Pinaroo for two meetings organised by Country Health SA on 25/26 July.

- Council vacancies. 3 nominees required to replace 3 retiring councillors at end of year. All members and wives are eligible for nomination and urged to give consideration.

- Fund Raising. The proposed event on 8th October involving the Adelaide Male Choir is progressing. Hope to be advanced after Karen meets with Lord Mayor on 13th June. Need for fund raising authority to be completed and forwarded to PCFA for noting.

- CA Conference and AGM Chairman indicates a preference for this event to be held on 18/19 November instead of the previously nominated dates of 21/22 October. Normal council meeting would be held on 17th November. Matter discussed and change of date approved by the meeting.

- Early notice of projects. This matter to be raised at Board level by Chairman. Graeme Higgs made mention of the proposed new PCFA communication hub about to be released. All information would be contained therein.

- Business Plan. In the absence of Terry Harbour matter referred to later date. Terry is working on a consolidated version.

- Teleconferences. John Shields requested that minutes be taken and distributed of all executive and Chapter teleconferences. Secretary to undertake this duty. This meeting and all future meetings would be recorded to assist with accuracy but all recordings to be destroyed once minutes adopted.

- Presentations. Chairman reported that undertaking an Ambassador presentation at Holden Hill in the near future. This raised discussion on the relevance and content of the now defunct Ambassador presentation.
- Bunnings. Matter covered earlier in meeting.
- Leadership manual. John Shields requested information as to whether or not the PCFA Support Group Leaders manual would be continued. Graeme Higgs reported that he was part of the task force charged with this task and would welcome input from John
- Blue September. John Shields requested information from PCFA relative to their view on this matter. Graeme Higgs responded by informing that this name is a registered trade mark and as such is marketed by the owners. It appears that at the moment there are no parties interested in purchasing relevant events. There is no relationship between PCFA and Blue September.

7 Open Floor

- John Shields raised the issue of PCFA attempting to create a web site link similar to one he visited everyday relative to breast cancer. Following discussion it was agreed that John should forward his information to the new PCFA CEO.
- PCFA communication hub. David Gregory explained how this new site was being developed and how currently only 23 members had access by way of a testing phase. Hopes to be releases to all members in the near future.

Chairman thanked everybody for their participation and input and closed the meeting at 2.35pm

Next meeting 10.00am Thursday 21st July 2011 at the Arkaba Hotel.

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(chairman)

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(date)