

# AGM for ANZ ACBS

2/4 meeting

Date: 2<sup>nd</sup> October 2011

Present: Russ Harris, Joseph Ciarrochi, Darin Cairns, Priscilla Almada, Linda Bilich, Carla Walton, David Mellor, Julian McNally

Apologies: Louise Shepherd

## 1. Business from previous minutes - Review

Increase recognition of ACT evidence in Australia and New Zealand.

- I. Document from APS ACT Interest Group (Matt and Phd student) – Review of ACT. Update  
Matt – Student writing review of ACT research for The Clinical Psychologist

- II. Any other strategies?

Full page advertisement in the Monitor. Include graphics, information about RCTs, SAMSA, APA. Provide a link to ACBS website. JC and DC to organise and send to committee.

JC – Need to ensure we provide something to individuals who visit the website but do not necessarily want to become members. PA advised that visitors have an option to join a mailing list, but at this stage the Chapter has not utilized this as a medium to provide information. It was suggested that 2 mailing lists be set up, one for members of ANZACBS and a 'general list' for non members.

Suggested that we respond to non members by sending them the ACBS newsletter, and informing them of the local activities that are happening.

Discussed other resources that could be included on the website: Tip sheets (New Harbinger website).

Public / Professional website? Carry over to next meeting

Governance and transparency

- I. Obtained document from Emily R re ensuring transparency with ANZ ACBS finances. Emily to trial procedures for 6 months, then discuss with Emily appropriate measures to put in place. In the interim, provide regular updates to Board members.
- II. Executive Officer position– provide Job description document to the Board for review and comment. Finalise document once outstanding conference matters have been completed.

Load sharing – proposal to divide major functions of the committee into sub-committees (i.e., working parties).

- I. Website committee: Priscilla & Julian
- II. Scholarship committee & Research Grants committee: Carla. Work on applications for both Student and Needs-based scholarships (draft received). Voted that scholarships to be available only for Aus and NZ conferences / workshops and applicants. Discussed budget for scholarship, approximately 10k to 12k. Research Grants to be carried over to next meeting (i.e., applications and budget).

- III. Other committees to be established – International Conference Committee; Melbourne conference committee, Election committee

Membership benefits of ANZ ACBS

- I. Members automatically receive membership to ANZ ACBS – passive consent. Will email Aus and NZ ACBS members about joining ANZACBS when the new website goes live.
- II. Voting, resources, support ACT Interest Groups in Australia, regular updates re trg etc.  
Voting for Board members to take place approximately mid year 2012.

Scholarship fund

- I. 6 student scholarships and one needs based scholarship given for attendance at Brisbane ANZ ACBS Conference. Students required to present poster.

## **2. Update from Treasurer**

See next page. Several expenses still need to be paid for 2011 ANZ ACBS conference. Budget to be outlined next meeting.

## **3. Conference Melbourne 2012**

Proposed Conference dates: 14<sup>th</sup> – 18<sup>th</sup> November 2012

## **4. International ACBS Conference Sydney 2013**

Conference dates: 8<sup>th</sup> – 12<sup>th</sup> July 2013.

Pre-conference workshops: 8<sup>th</sup> and 9<sup>th</sup> July 2013; Conference: 10<sup>th</sup> – 12<sup>th</sup> July 2013

International Conference committee – carried over to next meeting.

## **5. Past presidents group- no voting role, act as advisors to board if needed**

Put to vote and agreed by committee.

## **6. Description of committee members roles – clarity on roles of each member, workload.**

ACBS is working on document regarding tasks and roles conducted by committee members. JC to access and provide document to ANZ ACBS when available.

## **7. Training / Workshops in NZ**

ANZ ACBS to support and provide assistance to delivering workshops / training in New Zealand.

ANZ ACBS Conference to be held in NZ in 2014.

## **8. Next meeting**

January 2012, date to be confirmed

**ANZ Chapter of ACBS**

**Statement of Financial Performance 2011 - 12  
as at 15 October 2011**

Conference Income	\$ 166,199	
Membership Income	\$ -	
Other Income	\$ -	
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	Total Income	\$ 166,199
Conference expenses	\$ 109,868	
Membership expenses	\$ -	
Bank Fees	\$ 18	
Postage Stationery	\$ 184	
Other (wages, website)	\$ 3,838	
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	Total expenses	\$ 113,908
<b>Surplus (Deficit)</b>		<hr/> <b>\$ 52,291</b> <hr/>

NAB Term Deposit 1 (12 months 20/09/11)	\$41,581.15
NAB Term Deposit 2 (Matures 18/10/11)	\$42,422.85