

GPTA Ltd Annual General Meeting Minutes

– Thursday 13 October 2022

Details of Meeting

Time:	COMMENCED 3.50pm	CONCLUDED 4:10pm
Venue	Aquilla Room, Crowne Plaza Canberra, 1 Binara Street, Canberra, ACT, 2601 and via Zoom	
CHAIR	Dr Kevin Arlett	

Item 1 - Apologies and Conflicts of Interest

ATTENDEES <small>■ denotes registered attendees who did not attend the meeting room in person or virtually by the designated registration cut-off of 4pm AEDT</small>	<p><i>In Person:</i></p> <p>Kevin Arlett, Nicole Higgins, Frank Maldari, Madhu Tamilarasan, Gerard Connors, Leonie Chamberlain, Carla Taylor, Dr Peter Stevens, Samia Toukhsati, Sue Masel, Kerrie Aust, Greg Gladman, Steve Holmes, Ewen McPhee, Cherelle Fitzclarence, Warwick Yonge, Ian Kamerman, Alan (Bruce) Chater, Andrew Hayward, Dennis Pashen, Susan Wearne, April Armstrong (not registered)</p> <p><i>Via Zoom:</i></p> <p>Deeba Sriramulu, Danielle Andreussi, Adebola Babatunde, Nirosh Amarasekera, Niranjan Sharma, Trish Baker, Fang Wang, Sanda Khine, Sarah Gani, Justin Coleman, Shea Wilcox, Rula Ali, Srishti Dutta, Martina Gleeson, Vanessa Moran, Niranjan Sharma, Candice Baker, Ken Hazelton, Roxana Schreiber, Bruce Willett, Janelle Trees, Alireza Heidarian, Gerard Ingham, Margaret Stellingwerff, Denise Powell, Arturo Jeri, Bahman Ranjbar, Tess van Duuren, Lorin Monck, Hazel (Joan) Chamberlain, Maria Boulton, James Boyd, Kate Manderson, Matthew Masel, Kok Seng Ooi</p>
APOLOGIES	<p>Frank Jones, David Ringelblum, John Kramer, Elizabeth Grey, Marita Cowie, Steven Kaye, Ash Hayes, Jason Rajakulendran, Owen Latimer, Justine Birchall, Prabakaran Ratnarajah, Adrian Tang, Grant Connoley, Kaye Flynn, Joan Kaaden, Amy Keys, Peter Gianoulis, Jane Edwards,</p>

Item 2 - Confirmation of Minutes

TOPIC	DISCUSSION / OUTCOMES	ACTION BY	DUE
2.1 Minutes of GPTA Ltd AGM 2021	<p>Minutes of the 17th Annual General Meeting (Minutes of the Annual General meeting held via Zoom, Thursday 30 September 2021)</p> <p>Motion passed: The minutes of the 17th Annual General Meeting held via zoom on 30 September 2021 GPTA Ltd AGM are a true and accurate record of the meeting.</p>	n/a	n/a

Item 3 - Financial Accounts

TOPIC	DISCUSSION / OUTCOMES	ACTION BY	DUE
3.1 Financial Accounts for the year ended 31 December 2021	<p>Company Auditors report and financial accounts were provided with the board papers within the requisite timeframe to all members prior to the AGM.</p> <p>GPSA FARMG Committee Chair, Mrs Leonie Chamberlain, provided the members present an overview of the company financials for the 2021 financial year.</p> <p>Ms Leonie Chamberlain opened the floor to questions from the attendees.</p> <p>Questions raised by the attendees:</p> <p>Motion passed: That the auditors and directors report to 31 December 2021 with financials are accepted.</p>	n/a	n/a

Item 4 - Annual Report

TOPIC	DISCUSSION / OUTCOMES	ACTION BY	DUE
4.1 GPTA Ltd Annual Report 2020-21	<p>Dr Nicole Higgins provided the members present an overview of GPSA's achievements during the 2021/22 financial year. Dr Higgins thanked the GPSA Board and staff for their work over the year. Dr Higgins acknowledged the funding from the Australian Government under the Australian General Practice Training Program. Dr Kevin Arlett thanked Dr Nicole Higgins for her leadership over the past year.</p> <p>Members present raised the following: Nil</p> <p>Motion passed: The GPSA Annual Report was accepted</p>	n/a	n/a

Item 5 - Proposed Amendments to the GPTA Ltd Constitution

TOPIC	DISCUSSION / OUTCOMES	ACTION BY	DUE
<p>5.1 Proposed Amendments to the GPTA Ltd Constitution</p>	<p>The current wording of the Constitution has the effect of limiting the activities of GPSA, containing the focus and therefore voting membership to GP Supervisors, and retains obsolete references due for updating.</p> <p>The proposed changes to the GPTA Ltd Constitution are as follows:</p> <ul style="list-style-type: none"> ➤ Definitions – delete “GPET”, “Honorary Supervisor”, “Instantaneous Device”, change “GPSLON” to “SLO Advisory Council” ➤ Objects – add sub-clauses to expand scope of GPTA beyond AGPT and support for GP Supervisors, to include practice managers and supervisors of medical students etc ➤ Membership – change “Membership of Related Entities” to “Membership Qualification”, with added sub-clauses for ease of verification ➤ Classes of Members – alter to include Practice Managers as Ordinary Members and Future Supervisors as Honorary Members ➤ Membership Rights – delete restriction for Ordinary Members to be “currently practising in a mainstream practice” ➤ Discipline of Members - change in line with replacement of “Membership of Related Entities” with “Membership Qualification” ➤ Conduct of Business at General Meetings – change to bring in line with current technology options around voting and the context of hybrid Zoom / in-person AGMs ➤ Rules for Proxy Voting – remove reference to facsimile ➤ General Meetings Using Communications Technology – update in line with current technology and references ➤ Directors – change to allow 1 of the 7 Elected Directors to be a Practice Manager ➤ Sub-Committees – amend to reflect name used for committee, ie FARMG (to include Governance oversight) ➤ Proceedings of Board – remove reference to facsimile, update in line with current technology and references ➤ Chairperson – correct typo ➤ Chair of GPSLON Ex-Officio Member of Board – change references from “GPSLON” to “SLO Advisory Council” ➤ Accounts – add controls developed in accordance with best practice ➤ Notices – remove reference to facsimile, update in line with current technology and references <p>Recommendation: That the proposed changes (deletions, additions, formatting</p>	<p>n/a</p>	<p>n/a</p>

	<p>alterations) are accepted and the revised form of the Constitution is used following the AGM on 13th October 2022.</p> <p>Proposed Motion: That the members adopt by Special Resolution the proposed changes to the current Constitution of GPTA Ltd.</p> <p>In favour All Objections: Nil Motion passed</p>		
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Item 6 - Change of Trading Name

TOPIC	DISCUSSION / OUTCOMES	ACTION BY	DUE
6.1 Change of Trading Name	<p>Funding for GPTA Ltd t/as GP Supervisors Australia is currently tied to the needs of GP supervisors, meanwhile we have an ever-growing number of training practice owners and training practice managers joining as honorary members to attend GSPA webinars and have ongoing access to GPSAs resources. At present there are no alternative peak body offering dedicated services/supports to practice owners and practice managers (PMs) specifically involved in GP training.</p> <p>The draft DoHAC grant opportunity sets out GPSA requirement to deliver supports across GP training, signaling now is the time to move away from a trading name that only references GP Supervisors.</p> <p>Recommendation: Registration of new trading name: General Practice Supervision Australia</p> <p>Motion: That members pass the recommendation to change the trading name of GPTA Ltd from General Practice Supervisors Australia to General Practice Supervision Australia.</p> <p>In favour: All Objections: Nil Motion passed</p>	n/a	n/a

Item 7 - Other Business

TOPIC	DISCUSSION / OUTCOMES	ACTION BY	DUE
7.1 Establishment of SLO Advisory Committee	<p>Ms Carla Taylor provided members present an overview of the establishment of an Supervision Liaison Officer (SLO) Advisory Committee</p> <p>As we move into the new era of general practice training environment without the nine RTOS, GPSA is working to keep the SLO roles relevant and networking. GPSA has taken the initiative to drive the creation of an SLO Advisory Council. Draft terms of reference and a draft MOU between GPSA and the two colleges</p>	n/a	n/a

	has been developed to ensure that there is continuity of the SLO role, and its function for the training sector as a whole.		
7.2 Questions from members	The meeting was opened up to the attendees for questions. The following questions were received: Nil		

Item 8 - Election of Directors

TOPIC	DISCUSSION / OUTCOMES	ACTION BY	DUE
5.1 Elections of Directors for 2021/2022	<p>The newly appointed officer Ms Carla Taylor, Company Secretary and CEO, declared all vacated or board positions retiring on a two year basis as vacant, leaving 6 positions vacant.</p> <p>Dr Gerard Connors is retiring from his GPTA Board appointment after serving the maximum number of terms Dr Justin Coleman and Dr Madhu Tamilarasan are retiring on rotation in accordance with GPTA Ltd's Constitution and are eligible for re-election Dr Columbine Mullins resigned from her elected position on the GPTA Board in March 2022 Dr Nicole Higgins is resigning from her elected position on the GPTA Board due to conflict with her role as RACGP President-Elect A total of 6 Director positions are vacant, 1 of which is for appointment by the Board</p> <p>As a result there are 5 elected positions available at this AGM and 9 valid nominees:</p> <ul style="list-style-type: none"> ● Dr Rula Ali ● Dr Niroshe Amarasekera ● Dr Kerrie Aust ● Dr Candice Baker ● Dr Justin Coleman ● Dr Srishti Dutta ● Dr Kate Manderson ● Dr Madhu Tamilarasan ● Dr Shea Wilcox <p>An election of ordinary members was conducted. The successful candidates are:</p> <ul style="list-style-type: none"> ● Dr Candice Baker ● Dr Justin Coleman ● Dr Srishti Dutta ● Dr Kate Manderson ● Dr Madhu Tamilarasan <p>Dr Kevin Arlett noted an appointed position on the GPSA Board is available. The new GPSA Board will meet to decide on the candidate who will be appointed to the GPSA. Thank you to all candidates who nominated for a position on the GPSA Board.</p>	n/a	n/a

Item 9 - Questions from Members

TOPIC	DISCUSSION / OUTCOMES	ACTION BY	DUE
6.1 Questions from Members	The meeting was opened up to the attendees for questions. The following questions were received: Nil	n/a	n/a

Item 10 - Meeting Close

TOPIC	DISCUSSION / OUTCOMES	ACTION BY	DUE
7.1 Meeting close	<i>The 18th Annual General Meeting of GPTA Ltd was officially closed at 4.10pm on 13th October 2022</i>	n/a	n/a

Meeting Links

ITEM	TOPIC
	AGM 2022 Agenda
2.1	Minutes of GPTA Ltd AGM 2021
3.1	Financial Accounts for the year ended 31 December 2021
4.1	GPTA Ltd Annual Report 2021-22
5.1	Constitutional Amendments
6.1	Change of Trading Name
7.1	SLO Advisory Council
8.1	Election of Directors