



Minutes

Date: Friday, 20 Oct 2017
Time: 12 pm (interrupted for 5 min due to call center technical issue)
Venue: Teleconferencing

Present: Greg Anderson, Joe Yip, Michael Pankhurst, Kathy Mountjoy, Richard Carrol, Chris McMahon

Apologies: Stella Milsom, Susannah O'Sullivan, Stephen Bunn, Ryan Paul

Approve Minutes of previous meeting: Approved

Matters arising from Minutes dated 28 July 2017:

1. Life membership wording – revised draft (see minutes of last meeting for former wording).

“Once each year, the Management Committee will consider granting life membership to NZSE members of at least 20 years duration in recognition of outstanding leadership in fundamental or clinical endocrinology, as exemplified by their sustained contributions and those of their trainees and associates to teaching, research, and/or clinical practice. The intended purposes of life membership are to enable such members to continue to contribute to the Society beyond retirement by mentoring younger members, serving on the Management Committee and attending NZSE annual meetings. Service on the Society Management Committee and contributions to NZSE annual meetings will be viewed favourably, but nominees should not be current Management Committee members. Life members should be at least 60 years of age. A certificate acknowledging the life membership award will be presented to the recipient during one of the NZSE annual meetings (MedSci or Clinical Meetings).”

This proposed criteria will be posted on the new NZSE website. It was suggested that the new website should have a method to identify all members regarding their criteria for becoming a life membership (e.g duration of NZSE membership should be identifiable).

The differences between Ibbertson Award and Life Membership were discussed. While the former is open to NZSE members of any age group and 10 years duration of membership, the latter will be awarded to member who is at least 60 years of age and 20 years of membership to enable the awardee to retain his/her expertise and continue to contribute to the society beyond retirement. A same member is allowed to receive both awards, however, not at the same time.

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Action: Greg will put together a nomination for Professor Ian Reid

2. President's and Treasurers AGM reports to be circulated to the Exec by 11th August and to all members on 18 August (2 weeks before MedSci). *DONE*

Incoming Correspondence:

Nil

Outgoing Correspondence:

Nil

Items:

1. Update on NZSE new website
 - The basic website has been built (yet to be live). Can be viewed by all exec.
 - There's an admin log-in page, however it is not functional. **Action:** contact *Prefer* for clarification
 - The date for membership renewal was discussed. Due to the changing of website, current members will be given a "grace period" to renew their membership until the new website goes live. Instead of renewing on the 31st of Dec 2017, current members will renew their membership on the new website once it goes live around Jan/Feb 2018.
 - Options for future membership renewal was discussed:
 - Option 1: Set a fix renewal date and pro-rata the membership fees depending on the month a member joins NZSE. The possibility of having the renewal date closer to MedSci meeting was mentioned.
 - Option 2: Have an exact one-year, date-to-date renewal system.
2. MedSci report
 - Acknowledged Dr. Chris McMahon for his contribution to our society and congratulation for receiving the Nancy Sirett Memorial Lecture Award.
 - The plenary lecture was delivered by Professor Ken Ho from University of Queensland entitled "Growth Hormone and sports: detecting the doped or duped".
 - The MediRay Best Student Presentation Award was awarded to Ms Man Lu, supervised by Dr Jo Perry, University of Auckland.
 - Annual General Meeting (attended by 15 members and 7 apologies).
Matters discussed during the meeting include:
 - The upcoming change to the NZSE website.
 - President Elect – no current President Elect since Dr Chris Charles had stepped down from the role. Dr Ryan Paul will be the potential candidate for this role, however it is yet to be confirmed at this stage. Greg will futher discuss this possibility when he travels to North Island to meet with both Ryan and Chris McMahon sometime in near future.
 - Proposed an NZSE MedSci dinner for next year.
 - How to make MedSci better for NZSE members:

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- Combine request (NZSE and PSNZ) for more discount to MedSci registration fees, i.e. NZ\$40 discount. The expected loss to MedSci from discounted fees would be minimal, and in 2017 it would have been less than the profit made from MedSci meeting.
 - Proposing new membership fees, Full member NZ\$80 (currently \$70), Post-doc NZ\$40 (currently there is no post-doc category) and Student \$20 (currently \$40, although many students join for 1 year and fail to pay at all). The same revised fee structure has been suggested for PSNZ, the other 'anchor' MedSci society. The new post-doc fee, which matches the proposed discounted MedSci registration fee, could potentially attract more post-doctoral fellows to join our society. (It was decided, however, that the full members rate should remain as \$70 for now, since these were already recently increased.)
 - Proposing new awards, 1) Early Career Award and 2) Student Poster Award (to be discussed early next year).
3. Submission of the NZSE constitution to Charities Services, Internal Affair NZ
It is now updated and logged onto Charities Services.
 4. NZSE Clinical Meeting 2018 (see appended):
 - Consensus leaning toward the Endocrine Surgeons in August 2018.
 - Will wait for decision from the clinical members.
 - To be discussed in next meeting.

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Treasurer's Report:

Account balances:

Business account:	\$ 12,532.13
Term deposit 1	\$ 40,000.00
Term deposit 2	\$ 12,524.68
Term deposit 3	\$ 21,906.20
Paypal account	\$ 6,908.58

Notes: The business account will return to approximately \$19k++ once the Paypal account has been retrieved. We discussed the possibility of creating another term deposit for these \$19k and use the interest from all the deposit accounts to run the business account. However this may run into risk of not able to cover travel expenses for invited speaker/s for Clinical Meeting in 2018. Thus we may opt for topping up some of our current term deposit accounts upon their maturation date rather than creating a new term deposit account.

Action: Michael will check the maturation dates for all of the term deposit accounts.

Transactions since last meeting:

\$2,875.00	Website development - Prefer
\$1,000.00	Travel award: Siobhan Kirk

\$1,000.00 Travel award: Papillion Gustafson
\$500.00 Student travel award: Bo Sun
\$450.00 Student travel award: Savana Woodcock
\$500.00 NZSE student speaker award: Man Lu
\$414.00 Reimbursement to Greg Anderson: MedSci invited speakers' dinner
\$70.00 Student Speaker award winner MedSci Conference Dinner ticket.

Incoming:

\$500.00 Medi-Ray New Zealand Student speaker sponsorship.

New Member applications:

Nil

Full members: Current: 54 paid, 41 "expired" (Previous meeting: 44 paid, 47 "expired")

Student members: Current: 4 paid, 20 "expired" (Previous meeting: 1 paid, 38 "expired")

Life Members: 9 (2 deceased)

Other Business: No

Meeting closed: 1.03pm

Next Meeting: 02 Feb 2018

Appendix

Hi to all,

Unfortunately I will be overseas for next NZSE meeting on the 20th of October. I was hoping that the timing of the NZSE Clinical Meeting next year could be discussed/added to the agenda and I am sure that Richard, Susannah and Stella will be able to talk more around this. Essentially there are two main options – to combine with the New Zealand Society for the Study of Diabetes (NZSSD) Annual Meeting in Hamilton in May or to combine with the Endocrine Surgeons later in the year. The Endocrine Surgeons could not combine with a meeting in May due to a clash of meetings. I have put a list of pros for each option below (the lists are not exclusive):

Combined with NZSSD (I am on the NZSSD Exec and they would be happy for us to combine if we chose that option)

Can use well-oiled conference organisers which would likely make the job of the 'Conference Committee' much easier – it was almost a shambles last time.

May increase attendance because the NZSSD annual meeting (Wednesday to Friday) is well attended by regional NZ Endocrinologists and the aim would be that hopefully they would stay for the weekend NZSE Clinical meeting

Combined with Endocrine Surgeons

Would allow more time to organise meeting given May is not far away

Sponsorship would likely be very easy to obtain (last time made approx. \$15000-20000 profit) – I have canvassed our traditional sponsors and there are mixed views of a combined meeting with NZSSD

May increase attendance because of:

- Attendance of surgeons (although a small group may bring Specialist nurses and trainees)
- More interesting programme to many
- A more desirable venue than Hamilton

We should make a decision and feedback to the Endocrinology Specialist Advisory Committee who also have an interest in the timing of the meeting (Richard and I are current members and Stella has just left as Chair). If I had to vote I would probably opt for combining with the surgeons due to the timeframe and sponsorship. This could be overcome if there was somebody who was keen to take the bull by the horns, but I don't know if there are any candidates – unfortunately I'm not in a position to do so.

Thanks

Ryan