

Minutes for Special Board Meeting

Australasian Trauma Society

Held at Zoom

01/07/2021 @ 12:00

No. Minutes

1. Welcome & Attendance

Attendees: Michael Reade, Helen Jowett, Dinesh Varma, Ian Civil, Nicole Kelly, Ben Gardiner, Grant Christey, Savitha Bhagvan, Zsolt Balogh and Michael Parr (joined at 12.53pm)

A quorum was established and Michael Reade informed the committee that the purpose for this meeting was to confirm the nominations process for the upcoming AGM as there was a lack of clarity at the last Board meeting around this.

2. Apologies

Apologies were received from Kate Dale and Melissa Webb

3. Board Nomination Process - DISCUSSION

3.A [ATS Board Director Nomination Process.docx](#)

Helen Jowett informed the committee that Melissa Webb was happy to step down but had not confirmed if she would re-nominate for board.

Helen Jowett confirmed that the process for nomination is as follows:

- 5 members, ideally longest serving members to stand down and can re-nominate for the board role
- If no other nominations are received, then the 5 that have stepped down and re-nominated will be deemed as elected
- If more than 5 nominations are received, a ballot will be necessary
- No nominations can be taken on the day of AGM - nominations must be sent to the Secretary 7 days prior to the AGM
- Executive positions are ratified by Board members

Furthermore, It was confirmed that the maximum term a member can serve on the Board continuously is 9 years.

Ian Civil, Tony Joseph, Melissa Webb and Ben Gardiner confirmed they will step down. Ben Gardiner and Tony Joseph will also not be re-nominating.

Casual Vacancy:

The Committee had a robust discussion on the casual vacancy that was recently filled by Zsolt Balogh and agreed that Zsolt Balogh should be allowed to stay on the Board until the 2022 AGM rather than stepping down and re-nominating again in the next two months at the Sept AGM

The committee requested that a Motion be passed to change the Association's by-laws to allow casually vacancy to stay on the board for 12 months since they get appointed to the Board.

Motion Passed - everyone in favour.

The committee discussed the election process and confirmed that it would be beneficial to conduct the election prior to the AGM and board members are announced at the AGM.

Election buddy, survey monkey and Mentimeter as election tools were discussed.

It was agreed that if insufficient representation is received for a particular group - nominations should only be invited from that group.

One of the other concerns raised by Helen Jowett was for the President Elect position as there was no information provided to confirm that President Elect to be appointed as a President in the new Constitution and By - laws, however a provision was made to state that the current President to become a past President. This was important for succession planning.

Lastly, Dinesh Varma informed that ATS did not have a code of conduct and he was willing to develop one. Ben Gardiner confirmed he would assist with this.

Actions #3

(Not Yet Started) Melissa webb to confirm if she will be re-nominating for Board at the upcoming AGM. **Helen Jowett**

Melissa Webb

(Not Yet Started) TAS to forward election buddy, survey monkey and mentimeter information to the Board to confirm voting system to be used for the AGM.

Australasian Trauma Society

(Not Yet Started) Board to look at the President elect terminology at the next board meeting **Helen Jowett**

Ben Gardiner

(Not Yet Started) Dinesh Verma and Ben Gardiner to develop an ATS Code of Conduct

Ben Gardiner

Dinesh Varma

4. Next Steps & Actions Required

The next steps confirmed were:

- Four board members to step down so far, 1 more to be confirmed
- TAS to draft call for nominations
- By-laws to be amended for casual vacancy
- Online election process to be confirmed and established

Meeting closed at 12.59pm.