

NOTICE OF ANNUAL GENERAL MEETING



PHARMACEUTICAL SOCIETY
of New Zealand Incorporated

FOR THE MEMBERS OF THE PHARMACEUTICAL SOCIETY OF NEW ZEALAND INCORPORATED (PSNZ INC)

Time: 7.00 pm
Date: Thursday 16th September 2010
Venue: Tasman Room, Abel Tasman Hotel,
169 Willis Street, Wellington
Guest Speaker: Dr Stewart Jessamine,
Group Manager, Medsafe
(Ministry of Health)
Topic: Medicines classification issues, and
the potential role of pharmacist-only
medicines in improving access
to healthcare.
Chair: Elizabeth Plant, PSNZ President

Agenda

1. Welcome
2. Confirmation of the Minutes of 14th September 2009
Annual General Meeting
3. Annual Report and Presentation of Audited Financial
Statements
4. Proposed Changes to the Rules of the Pharmaceutical
Society of New Zealand Incorporated.

i) Rule 16 Officers of the Society

It is moved that rule 16.4, which describes eligibility of office bearers as follows; "An office bearer is eligible for re-election for a further term of one year. After this period there must be a break of two years before being eligible for re-election again" **be changed to read** "An office bearer is eligible to hold office for two further terms of one year. After this period there must be a break of two years before being eligible for re-election again." The intent of this change is to increase the maximum terms of the Office Bearers; President, Vice President and Treasurer from two to three years. This is to better enable succession planning and to provide a level of continuity in the Office Bearer roles, which are challenging and demand a high level of expertise to carry them out adequately. The extension would

allow each office bearer to fully comprehend what is required in the role and then build on this to further develop it.

ii) Rule 4 Objects

It is moved that rule 4.2 which reads "Moneys or other property received by or held by the Society to be applied towards Charitable Purposes must only be applied towards Charitable Purposes and in no circumstances may the Society allow any benefit or advantage to be derived from the application of such moneys or property in contravention of section CW35(1)(b) of the Income Tax Act 2004" **be changed to read** "... in contravention of section CW42(1)(c) of Income Tax Act 2007". This is because of a change to the legislation reference.

5. General Business

Proxies: Section 12.14 of the Rules states that "any member eligible to vote as in Rule 12.13 may by written notice to the Chief Executive Officer at least 48 hours prior to the scheduled meeting, appoint a proxy, who must be a member of the Society, to vote on their behalf." Please go to the members' home page of the PSNZ website to download a proxy form or email p.society@psnz.org.nz to request that one is emailed to you or alternatively phone **04 381 8350** and request a proxy form be faxed to you.

MINUTES OF THE FIFTH ANNUAL GENERAL MEETING OF THE PHARMACEUTICAL SOCIETY OF NEW ZEALAND INCORPORATED (THE SOCIETY)

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**Held in the Tasman Room of the
Abel Tasman Hotel, Wellington,
Monday 14th September 2009.**

Present:

Elizabeth Plant, National Executive Member (Chair)
Chris Budgen, President, National Executive
Andrew Orange, Vice President, National Executive
Ann Privett, National Executive Member
Clare Hynd, National Executive Member
Paul Larson, National Executive Member

In Attendance:

Richard Townley, CEO, PSNZ Inc and GM, NZCP
Margaret Pearce, PSNZ Inc Finance Manager
Euan Galloway, PSNZ
Elizabeth Johnstone, PSNZ
Linda McLauchlan, PSNZ
Fran Horsley, Minute secretary

Nine National Executive and PSNZ staff who are also
Society members plus a further 48 members provided
more than a quorum the Rules require for the meeting.

Proxies:

Proxies were received from Carolyn Hooper and
Ellen McCrae.

1. Welcome

The President as Chair, welcomed all present to the fifth Annual General Meeting of the Pharmaceutical Society Inc (AGM), declared the AGM open, introduced new National Executive members Clare Hynd and Paul Larson and welcomed back Ann Privett. The list of apologies was read and further apologies invited from the floor.

2. Apologies

Dale Griffiths, John Berry, Carolyn Hooper, Jan Clare, Bob Buckham, Trish Vorstermans, Debbie Wallace, Hemita Vallabh, Ellen McCrae, Alan Fraser, Gordon Ritson, Nerida Smith, Val Elmey and Bernie McKone.

RESOLVED (Elizabeth Plant / Chris Budgen)

That the apologies be confirmed.

CARRIED

3. Minutes of AGM 7 September 2008

The minutes of the previous meeting held 7 September 2008, circulated to all members according to the Rules, as an insert to the Annual Report, were taken as read.

John Dunlop wished to make a distinction between undertaking to initiate the process of formulating a discussion paper on the changing role of pharmacy, as reported in the minutes of the 2008 Annual General Meeting; preferring to say that he had been "willing to contribute" if required. The minutes were amended accordingly.

MOVED (Andrew Orange / Amanda Stanfield)

It was moved that subject to the change noted above, that the minutes were a true and accurate record of the fourth Annual General Meeting of the AGM 7 September 2008 and should be accepted.

CARRIED

4. Matters Arising from the Minutes of AGM September 2008

There were no matters arising from the minutes of the previous AGM.

5. President's Report

The Annual Report 2009 which had been electronically circulated to all members prior to the meeting was taken as read. President Elizabeth Plant highlighted key achievements of the National Executive and Society since its formation four years previously as being;

- the promotion of the Pharmaceutical Society by the Honorable Peter Dunne, Associate Minister of Health, as lead organisation through which to affect change for pharmacists
- the promotion and implementation of the Framework of Pharmacist Services
- Society's advocacy role which has been engaged at every opportunity
- Development of MUR and undertaking the development of new competency standards for MTA Standards and continuing provision of education services and continuing professional development
- Facilitation of the cross-sector Springboard meeting in November 2007 with its influence and follow on work with DHBs and the sector developing opportunities for pharmacist services
- Promoting the Actioning Medicines New Zealand initiatives in 2009.

The President reiterated the six strategic objectives that would be worked on;

1. To secure a sustainable relevant service framework
2. To develop the workforce appropriately
3. To build relationships and partnerships with other healthcare professionals
4. To ensure absolute support of all members
5. To maintain and develop healthy Society core business
6. Too drive and support innovation in Pharmacy.

She expressed her desire to work more closely with PSNZ Branches in order to assist and support the developing roles at a local level. She also highlighted the work of the Community Pharmacy Leadership Forum which worked hard and closely with the Guild, Pharmacy Life, Radius etc. To create an opportunity for sector alignment.

6. Presentation of Audited Financial Statements

The audited financial statements were fully reported on in the Annual Report and were also taken as read. The Chair invited Chief Executive Officer, Richard Townley to address the meeting with a brief description of financial position. The Chief Executive Officer reiterated

- level of membership at 80% of practising pharmacists with 2350 full members and 307 limited members together with 56 technician members
- supporting the needs of members had been better met with an increase in staff resource in ENHANCE and the New Zealand College of Pharmacists
- there was a small net surplus for the year as per the financial reports with a \$3.3 million turnover, just off the breakeven
- Financial position was healthy with assets exceeding liabilities and investments maintained for the second year running
- The Chief Executive Officer extended his thanks to the staff of the Society for delivering above and beyond what was expected of them.

MOVED (John Dunlop / Amanda Stanfield)
That the Financial Report 2009 be accepted.
CARRIED

MOVED (Linda McLauchlan / Andi Shirtcliffe)
That the Annual Report's of the Chair and CEO for 2009 be accepted.
CARRIED

7. Changes to the Rules for the Pharmaceutical Society of New Zealand Incorporated

Resolution 1: Definition of Life Member and Definition of Pharmaceutical Society of New Zealand

With regard to the resolution that the Rules are changed by adding to Section 6 so that it includes a new category of membership as follows;

6.1.9 Life Members

- 6.1.9.1 Members who have been continuous members of the Pharmaceutical Society of New Zealand Incorporated and/or the previous Pharmaceutical Society of New Zealand for at least fifty years and who, in the opinion of the National Executive, have given exceptional service to the Society, may be designated as Life Members.

There was some debate around the length of qualifying time and it was suggested an amendment should be considered to lower the fifty years to forty (in effect open life membership to the 60 plus age group). It was confirmed that even at fifty years (70 plus age group), there were around 200 members who could potentially be life members. It was pointed out that the Gold Medal and Fellowship awards were not age-restricted and that this award of life membership was directed to members who had given life service to the Society but in a more low-key way.

MOVED (John Dunlop / Amanda Stanfield)
That the resolution wording should be changed from "at least fifty years" to "at least forty years".
LOST

This new clause now refers to the old Society prior to incorporation, which is not currently referred to in The Rules. This necessitates adding the definition into Section 3 Interpretation.

MOVED
It was moved by the Chair that the original wording of the proposed change re Life Membership be retained and the definition of the Pharmaceutical Society of New Zealand be added into section 3 of the rules with the following words "The Pharmaceutical Society of New Zealand refers to the statutory body for registration of pharmacists constituted under various Pharmacy Acts and dissolved by the Health Practitioners Competence Assurance Act 2003."
CARRIED WITH 2 AGAINST

Resolution 2: Clause 22.2 Defining Winding Up

It was moved that the wording of Section 22 Winding Up Clause 22.2 be changed to read; "If any property remains after the winding up or dissolution of the organisation and the settlement of all the organisation's debts and liabilities, that property must be given or transferred to another organisation that is charitable under New Zealand law and has purposes similar to those of the Pharmaceutical Society of New Zealand Incorporated."

MOVED (Andi Shirtcliffe / Amanda Stanfield)

That the wording of Clause 22.2 defining winding up be accepted.

CARRIED

8. General Business:

There were no items of general business offered.

There being no further items of business, the President closed the meeting at 8.50pm.