

AIDH Special General Meeting

MINUTES

Date: Monday 5 December 2022
 Time: 1302 – 1318 (AEDT)
 Venue: Virtually via Zoom

#	
1	<p>Welcome and attendance</p> <p>The Chair of the AIDH Board, Bettina McMahon, welcomed the members to the Special General Meeting and provided an Acknowledgement of Country.</p> <p>Members and staff in attendance – Jennifer Bichel-Findlay, Chris Bodel, Paul Campbell, Stephen Chu, Lynn Crawford, Gerardo Luis Dimaguila, Damian Green, David Hansen, Michael Hosking, Jaiveer Krishnan, Alister Lamont, Gillian Mason, Bettina McMahon, David O’Driscoll, Jane Orbell-Smith, Aydin Rahmi, Philip Robinson, Richard Royle, Angela Ryan, Monica Trujillo, Adrian Vandenberg.</p>
2	<p>Approval of the audited financial statements</p> <p>Bettina McMahon (Chair) indicated that the AGM was held on Tuesday 18 October 2022 during the Sydney Digital Health Summit, however challenges were experienced with the Auditors, resulting in late financial statements that were not available at the AGM.</p> <ul style="list-style-type: none"> • This Special General Meeting will inform the membership of the audited financial statements. • David Hansen (Treasurer) provided a summary of the audited financial statements ending April 2022 <ul style="list-style-type: none"> ○ Annual Surplus/Deficit of \$366,843 – Louise Schaper (CEO) and AIDH team thanks, given COVID-19 commenced in 2020 and continued through 2021 and early 2022. ○ Historical Equity of \$897,591 – minor modifications between draft audit at AGM and audited numbers ○ Income Diversity comprised Summit, data analytics, telehealth, membership, certification, workforce, engagement, and other. JobKeeper funding was included due to the COVIC-19 pandemic. The income has been the largest that AIDH has ever had and from a broad range of streams – it has been a long ambition to diversify away from conferences and we have started to achieve this. CHIA and Workforce initiatives are starting to increase income, however the Summit program is still providing significant income. It should be acknowledged that diversity in fact leads more people to attend the conferences. ○ Statement of Income & Expenses – Income \$3,382,655, Cost of Sales \$906,419, Staff Expenses \$1,753,766, Overheads \$355,627, and Surplus \$366,843. Membership, conferencing, and workforce consulting is up. • David Hansen asked for any questions or comments. <ul style="list-style-type: none"> ○ Philip Robinson congratulated the Board and AIDH staff for the income results. ○ Paul Campbell asked if the income and expenses included contractors or just cost of sale – Adrian Vandenberg indicated it was mostly cost of sale as very few staff are contactors. • David Hanson (seconded by Damien Green) recommended that the membership approve the audited financial report. There were no abstentions. Motion carried without dissent.

3	<p>Appointment of auditors</p> <p>Advice was sought on who to appoint as auditors for the next financial year.</p> <p>Australasian Institute of Digital Health Limited hereby appoints Saward Dawson as the auditor for the year ended 30 April 2023 subject to ASIC approval of the resignation of Sean Denham & Associates.</p> <p>We note that Saward Dawson has agreed to accept the appointment as auditor for the year ended 30 April 2023 subject to ASIC's approval of the resignation of the incumbent auditor.</p> <p>We, the directors of Australasian Institute of Digital Health Limited, confirm that:</p> <ol style="list-style-type: none"> i. there are no disagreements between Sean Denham & Associates and the management or directors of the Company; and ii. there are no reasons that give rise to an inability to complete any audit to under the Corporations Act 2001 or the National Credit Protection Regulations 2010.
4	<p>Meeting conclusion</p> <ul style="list-style-type: none"> • Bettina McMahon conveyed that the AIDH Board meet every month, rotating a focus on strategy (every second month) and operations (alternate month). • Items are approved based on papers and proposal that have been carefully considered and align to the AIDH Strategy. • Bettina McMahon asked if there were any questions about the Board's strategic approach, focus areas, or the impact for the members of the AIDH. No questions were raised. • The meeting concluded at 1318 hours.

Minutes confirmed by the Board:
14 February 2023



Bettina McMahon, Board Chair