

### Executive Board Meeting Minutes

Doctors Assisting In South-Pacific Islands (DAISI) Ltd.

#### Board Meeting Minutes

<b>Date:</b>	Tuesday 2 <sup>nd</sup> Feb 2021
<b>Time:</b>	8:15pm-9pm (EAST)
<b>Place:</b>	ZOOM

<b>Attendees:</b>	Matt Rickard, Sam Deylami, Gary McKay, Nili Hali, Sepehr Lajevardi, Konrad Richter, Carina Chow, Erina Yip, Sam Deylami, Christophe Berney, Sabine Duffy, Mark Taffa, James Weaver. Ian Hosking Richards, Daniel Kozman.
<b>Apologies:</b>	Peter Hewett

#### Item

#### Description

1	Declaration of interests
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	Who	Conflict of interest disclosed	Note
	Nobody Identified	Not Applicable	No conflict of interests found

2	Review of actions from previous meeting		
	Action/resolution	Who	Status
	Application for ACFID membership	Gary McKay (Secretary)	Revisions required by 2 April 2021. Completed (sanctioned)
	DFAT application	Gary McKay (Secretary)	Unlikely to qualify until 2021

3	Acceptance of minutes of previous meeting	
	Minutes last meeting	
	<b>Moved:</b> Matt Rickard (Chair)	<b>Seconded:</b> Gary McKay (Secretary)
	<b>Passed</b>	

**Chairperson's report**

- Regrettably loss of GM (Sabine Duffy ) and Shipping & Logistics Officer (Barry Barford) who both tendered their resignation this reporting period
  - Sabine remains willing to contribute to DAISI newsletter on ongoing basis.
- COVID activities for 2021 to include ZOOM sessions with surgeons & trainees in PNG & Solomon Islands (e.g series of subspeciality sessions – interactive, non didactic covering general surgery, gynaecologist and anaesthetics)
- Planned solicitation of expressions of interest from NRH & PNG clinical consultants, with Gary to create a WhatsApp list of those interested in running ZOOM educational sessions (Jessica Lim, Erick Fuentes, Christophe Berney, Konrad, Sepehr & Matt Rickard all happy to contribute)
- These ZOOM sessions could utilise one of 3 rooms now available at NRH for teleconferencing
- Discuss cases (teach them what they want to learn not what we want to teach them).
- DAISI's successful registration as Incorporated Public Company with liability limited by guarantee and new ABN 72 642 539 080 approved by ACNC for tax exemption/DGR. This should replace the old ABN. The old ABN will be deleted from 1 July 2021.
- MOU with Solomon Islands overdue. assurance given from John Hue that it will be signed by new CEO Dr George Maffaseau (it was their intention, & just oversight that not signed)
- Shipping container to Solomon Islands currently on hold (pending signing of MOU) but more than enough requested equipment to fill one 20 foot container.
- Need to determine if NRH are happy to received purchased container (cost about \$300 second hand).
- Unique PO Box established for DAISI (PO Box 679, Crows Nest, NSW, 1585).-
- Need to determine best way to spend current pool of money (\$13,460)
- Likely that MOU will be signed, and DAISI has already promised to send container to Solomon Islands (will cost about \$3000 for the container and \$3000 to send).
- Webjet have to date refunded 26.5% of volunteer money (\$5,826.10 of \$21,924.38) lost in cancelled flights due to COVID. A partial refund (e.g. 26.5%) should be offered to all those who lost money (see list below), with Carina, Jessica, Matt and Erick happy to forfeit their money.
  - Julie Moretti \$2,430 (x 26.5% = **\$643.95**)
  - Fiona Reid \$2,430 (x 26.5% = **\$643.95**)
  - Peter Bell \$1,686 (x 26.5% = **\$446.79**)
  - Roumel Valentin \$1,827.66 (x 26.5% = **\$484.32**)
  - Tiffany Gould \$1,301/07(x 26.5% = **\$344.78**)
  - Adeline Ong \$1,527.65 (x 26.5% = **\$404.82**)

- Petrus Kotze \$1,804 (x 26.5% = ~~\$478.06~~)
- Tom ???
- ~~Jessica Lim \$1,350 (x 26.5% = \$357.75)~~
- ~~Matt Rickard \$1,300 (x 26.5% = \$344.50)~~
- ~~Erick Fuentes \$1,448 (x 26.5% = \$383.72)~~
- ~~Carina Chow \$ 4,820 (x 26.5% = \$1,277.30)~~

**Moved:** Matt Rickard (Chair)

**Seconded:** Gary McKay (Secretary)

**Passed Yes**

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Treasurer's Report

Since 27<sup>th</sup> Oct 2020 total expenses: \$1,083.17  
 \$160 ACFID application fee  
 \$425 DAISI web hosting Crucial Paradigm & Crazy Domain)  
 \$30 Prepaid credit DAISI mobile phon.  
 \$303.50 ANZ Bank Fees  
 \$83.07 GOOGLE Gsuite account  
 \$81.60 MYOB subscription

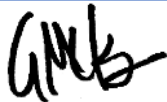
Since 27<sup>th</sup> Oct 2020 total income:\$10,214.25  
 \$5,357.25 Webjet refunds  
 \$3000 PS Ismiro at the Australian Philanthropic Association  
 \$321 ATO refund  
 \$711 Donations  
 \$825 Paypal donation

28<sup>th</sup> January 2021 DAISI total bank balance: \$13,460.63  
 DAISI total debts: \$00.00

ANZ Egate (for secure online credit card payment) costs \$29 a month, so worth continuing.

Excessive fees associated with Merchant Bank (EFTPOS) terminal noted with recommendation that this be ceased and cheaper contract entered into if possible.  
 All executive need to resign ANZ online banking signatories form which Gary will circulate (as previous form out of date).

<b>20</b>	<b>Next meeting</b>	
	<b>Time:</b>	8pm- 9pm (AEST)
	<b>Date:</b>	Tue 27 <sup>th</sup> April 2021
	<b>Place:</b>	ZOOM
<b>21</b>	<b>Meeting close</b>	
	9pm Tue 2nd Feb 2021	

<b>Minute taker:</b>	Gary McKay
<b>Signed:</b>	
<b>Date:</b>	2 <sup>nd</sup> Feb 2021