

AAAGP TELECONFERENCE
Friday 19 November 2004
12 midday

1	Present Nigel Stocks, Nick Glasgow, Mark Nelson, Jane Gunn, Jane Smith, Debbie Mutton, Grant Blashki, Dimity Pond, Joachim Sturmberg (joined at 1.25pm)	
2	Apologies	
3	Minutes from Previous Meeting Grant Russell is not the WA representative. May be Doug Cordell. Grant will follow up with Alison Ward. Minutes accepted.	
4	Business Arising	
4.1	Website It was agreed the website needs a major overall. A suggestion was also made to fine tune for search engines. Options were discussed and it was decided that website is our main form of communication and we should aim to have it revised by July 2005 in time for the GP and PHC/AAAGP research conference. ACTIONS: Grant, Debbie and Jane will have a good look at the website and make recommendations on how to improve it. Debbie is to investigate whether a "Webmaster" is available through Newcastle Uni and at what cost.	Jane Gunn Grant Debbie
4.2	Annual Research Conference Nick & Jane are on Conference planning committee. Conference to be held Mon 25 th July 2005 (4pm registration) to Thurs 28 th . The AAAGP research meeting will be fully integrated into the conference. A3GP dinner will be held Tues 26 th July. . AGM Wed 27 th July 4pm - 5.30pm. A3GP session will be Thurs 28 th July in the morning. It was suggested that we showcase clinical research and select some distinguished papers for the session. Also a recommendation that we have 1 person from A3GP who is up and coming to speak about looking forward into their future career. "Conference committee" to discuss further. Jane will request funding for travel subsidies from DoHA. Mark raised the issue of financial support. Nick stated that he believed the commonwealth feels they have supported us enough financially. It was agreed that PHD students would need assistance. A suggestion was made to offer bursaries to keep academics interested. ACTIONS: Jane to discuss with Di Fraser about donation to replace previous support. Any more ideas about integrating into conference, contact Jane.	Jane Gunn
4.3	Secretariat Support for AAAGP The question was raised "Should the position travel with the president?" There are a number of duties to be performed. With the use of faxes and emails, Jane believes she can work with Debbie. There is no extra money to fund more hours so position will remain at	Debbie

	<p>1 day a week. We need to develop better governance and keeping of records. It was agreed this would be best done by one person. All documents at the moment are on the website accessible by web manager.</p> <p><u>ACTIONS: Debbie to review website and devise way to use this to store all public records.</u></p>	
4.4	<p>Fees Structure</p> <p>It was agreed to reintroduce "institute" contribution of \$1500. There would be a discount for members who come from this institute. A letter is to be sent to all departments of General Practice with a response aimed by Christmas. Griffith Uni and Bond Uni to be included in the list.</p> <p>ACTIONS: Debbie to make up a 'merge' file with all current HOD details to enable easy communication. Jane to send Debbie content for letter.</p>	Jane Debbie
4.5	<p>AAAGP Travelling Fellowship</p> <p>It was agreed that \$2800 would be the reviewed budget. To be used for travel and accommodation only. Clare McGuinnes has been successful</p> <p>ACTION: Dimity To notify Clare McGuinnes</p>	Dimity
4.6	<p>Nomination of AAAGP Rep to NSW Faculty board, RACGP</p> <p>Dimity stated that Joachim was happy to continue in this role. Committee agreed.</p> <p>ACTION: Dimity to advise Joachim of acceptance.</p>	Dimity
4.7	<p>Continue Building Partnerships with such groups as NHMRC</p> <p>We will consider inviting NHMRC reps to the July Conference.</p> <p>ACTION: Jane to raise with PHCRIS organizers.</p>	Jane Gunn
4.8	<p>AAAGP Constitution</p> <p>ACTION: A teleconference will be arranged for Mark, Dimity and Debbie to fine tune our constitution to cope with our growth.</p>	Mark Dimity Debbie
4.9	<p>Establish Working Group to Map & Define Ideal Undergraduate GP Exposure for all Medical Students Across Australia</p> <p>ACTION: Dimity to email people for nominations and get things happening.</p>	Dimity
4.10	<p>Retired Long Standing/Honorary Members</p> <p>There are no records of previous life memberships/awards. It was agreed that recognition should be at time of ceasing full time salary and that it was important to recognize people's contribution. A suggestion was made to present awards at the Annual conference</p>	

	<p>together with a letter from the President. An "honour role" could be established on the website with a photo and autobiography. People to be considered at present are Max Kamien, Neil Carlson and Charles Bridges-Webb.</p> <p>ACTION: Debbie to arrange for certificates to be made up for the presentation. This item to be added to next agenda to arrange further details.</p>	Debbie
4.11	<p>Appointment of Members to organise Next AGM</p> <p>Nick and Jane are on the committee and are looking for volunteers. Please contact them if you are interested.</p>	ALL
5	Other Business	
5.1	<p>Support for Asia Pacific Journal</p> <p>It was agreed we would not support the journal at this time.</p> <p>ACTION: Jane to contact Lyn Clearihan with outcome.</p>	Jane Gunn
5.2	<p>Corresponding Members</p> <p>The committee agreed for this to be considered by Mark with other matters for fee structure. (Mark left the teleconference just before this item).</p> <p>ACTION: Jane to advise Mark.</p>	Mark
5.3	<p>Rep for GPET Conference Committee</p> <p>ACTION: An email is to be sent to all A3GP members requesting nominations for this committee.</p>	Jane Debbie
5.4	<p>Dates for Meetings Next Year</p> <p>The committee agreed to meet by teleconference 2nd monthly on the 3rd Friday of the month starting Jan 28th.</p>	
	<p>Next Meeting</p> <p>Jan 28th 2005. Meeting closed 1.30pm.</p>	