

Draft AGM agenda document for the secretary

AGM of NZ Society for Sedation in Dentistry was held on Friday 23 August 2024 at the Te Pae Christchurch Convention Centre, 188 Oxford Terrace, Christchurch 8011

Start time: 5:15 PM

**Attendees:** Graham Shaw, Graeme Christie, Anna Biddick, Mark Harris, Nic Twaddle, Fraser Dunbar, Don Macalister, Zac Morse, Nick Stretton, Rohit Bedi, Tania Stuart, Aftab Moosa, Ben Taylor, David Rowley

1. **Apologies** - Johannes Minnaar, Andrew Newsom
2. **Confirmation of 2023 Minutes AGM**  
**"The minutes of the Annual General Meeting of 25<sup>th</sup> August 2023 be taken as read and adopted as a true and correct record of the meeting."**  
Proposed: Mark Harris. Seconded: Rohit Bedi.  
CARRIED: unanimous
3. **Matters arising from the minutes** - None.
4. **Correspondence**
  - Normal regarding courses and membership enquiries.
  - Enquiries from overseas dentists to course or relevance of overseas or our qualifications to our or overseas jurisdictions.
  - Regulator contacts.
5. **Presidents' report** - attached  
Report attached from Graham Shaw.
6. **Secretary's report**  
As for correspondence
7. **Treasurers' report** - attached  
Report attached from Tania Stuart
  - Solvent - Bank balances strong  
As of 22/08/2024  
Bank Balances:  
Current account \$74,665.83, Business Saver \$61,589.82, Saver Plus \$9,556.28
8. **Election of Officers.**  
Current Committee - nominated as follows:
  - President: Graham Shaw. Proposed, Aftab Moosa. Seconded, Mark Harris.
  - Treasurer: Tania Stuart. Proposed, Aftab Moosa. Seconded, Mark Harris.
  - Secretary: Graeme Christie. Proposed, Aftab Moosa. Seconded, Mark Harris.CARRIED: unanimous  
  
Committee members - nominated as follows
  - Don Macalister
  - Tania Stuart

- Paul Templar
  - Nick Stretton
  - Rohit Bedi
  - Anna Biddick - Servant of the society
- Proposed, Aftab Moosa. Seconded, Mark Harris.

CARRIED: unanimous

**9. Constitution Change:**

- Approve and adopt the proposed draft NZSSD constitution, which complies with the Incorporated Societies Act 2022.

Proposed, Graham Shaw. Seconded, Graeme Christie.

CARRIED: unanimous

**10. Re-registration:** Approve the re-registration of NZSSD as an incorporated society under the Incorporated Societies Act 2022 by the members (as required by the Act).

Proposed, Rohit Bedi. Seconded, Graeme Christie.

CARRIED: unanimous

**11. General business**

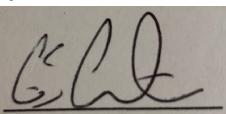
- Resolved: To continue to distribute Safe Sedation Training (SST) whether course is initial or refresher to existing members, to be fully funded by the society.
  - Proposed, Graeme Christie. Seconded, Rohit Bedi.
- As the original proposer, Graham Shaw spoke to the motion and benefits of this course.

CARRIED: unanimous

**12. Next AGM** - NZDA - Venue and date to be advised in Auckland 2025.

Finish time 5:33 PM

Secretary - Graeme Christie

Signature 

# NZSSD Chairperson's report 2024

## Agenda

Minutes from previous AGM

General business

New constitution GC has put a lot of effort into sorting out this as it is now a requirement under the new rules for societies. Legal fees incurred. Also we will be taking out insurance for our committee due to the liabilities that are now involved with the new rules.

We consider the role of the society to be educational as well as lobbying for the continued ability to provide sedation in NZ. NZDA, DCNZ, Australasian sedation.

PG09 finalised thanks to DM for getting TCI in there. Massive achievement which is ratified for Oz and NZ sedationists now. Significant push back from some in Oz against TCI which was overcome successfully by Don.

Very busy year for courses.

3 x CCC courses with mixed success, so we have retargeted this course to be a midazolam refresh for those wanting an update, or time has lapsed to complete observations and SST, or cannulation advice. Also 2 x TCI, 1 x Midaz, 1 x Fent and 10? monitoring courses by Nick, Rohit and Anna.

CCC changed to Midaz refresh. Update. Cannulation and help to get going again or start up if time has lapsed beyond 6 months. We ran at a loss on the 3 CCC's so have condensed into 1 x Midaz update. Kept in Auckland to minimise travel and hotel costs.

We have also changed venue from the Hilton to the Rydges near the Sky Tower which will save around \$10k for the Midazolam course. It looks to be a suitable venue ongoing but we will decide after the next course.

Screening of candidates developed by RB prior to the courses which has been extremely valuable and has allowed us to know who our audience are and where to target. The TCI course has requirements that must be met to be able to attend the course. The emphasis is strongly on team education for TCI.

Gives us better insight into who we're teaching and what they need to be shown.

Online SST continues as a member benefit with SST refresh ongoing every 2 years also at no charge to members due to our ability to bulk purchase licences at a discounted rate.

On the theme of education we have purchased the advanced Sim man as well as resuscitation Annie. The high fidelity sims at the courses are always very well received. We also run low fidelity sims which are also well received. The attendees love the practical scenarios.

Costs of \$80kish.

We also purchased our own microphone and speaker system. This has resulted in quite a storage issue and we are looking at a storage unit in central Auckland for all of this gear as it is very bulky, and my garage has already reached capacity as has Don's. Cost will be around \$150-200 per month.

Membership numbers? Tania