



Syntrophy Volume 16

AGM Special Issue 2015

THE AUSTRALIAN SOCIETY FOR MICROBIOLOGY NSW-ACT BRANCH (ABN 24 065 463 274)

IN THIS ISSUE

From the Chair

by Charlotte Webster, Chair NSW-ACT Branch

This edition of Syntrophy flags the 55th Annual General Meeting for the ASM NSW-ACT Branch which will be held 27th August at Zilver Restaurant, Haymarket Level 1, 191 Hay Street Sydney 2000

Attendance to the AGM is free-of-charge, but please join us for a post AGM banquet dinner and Trivia Night. Cost for dinner is \$25 for members and \$50 for NON members. RSVP by Thursday 20th August 2015 with EFT to BSB: 659-000, Account: 671774.

After this year's AGM we are again losing some highly valued members – Nico Petty, Bobby Dimitriovski and Peter Huntington. My thanks for their valuable contributions over the years.

We hope to have several nominations for incoming committee members, and that they come from various workplace backgrounds bringing both new

blood and new ideas to the committee. There is still time to nominate - please do.

The Society is for you, our members and to promote Microbiology. The committee's role is to facilitate, organize and or support events that our members want. SIG convenors play a key role putting on events that are appropriate and relevant to their audience and are always well attended, I am sure you join me in thanking them for their hard work.

Our heartfelt thanks go to our loyal sponsors whose help allows us to do the things we do.

At the AGM, the Chair will pass to our current Chair Elect, Slade Jensen

All the very best Slade.

ASM NSW-ACT BRANCH

ASM NSW-ACT Branch
55th Annual General Meeting
Thursday 27th August 2015
6:00 – 7:00pm
Zilver Restaurant, Haymarket

Followed by Banquet dinner and Trivia

7:00pm –
Members \$25, Non-members \$50
RSVP by EFT payment before
20/7/15
BSB: 659-000 Account: 671774

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**ASM NSW-ACT BRANCH
55th ANNUAL GENERAL MEETING**

**THURSDAY 27th AUGUST 2015
AGM: 6:00 – 7:00pm**

**Zilver Restaurant, Haymarket
Level 1, 191 Hay Street Sydney 2000**

AGENDA

1. Welcome & Apologies
2. Minutes of the 54th Annual General Meeting
3. Chairperson's Annual Report
4. Treasurer's Financial Report
5. National Council Report
6. Reports from Special Interest Groups
7. Branch Award Winners 2014 – 2015
8. Election of Office Bearers and Auditors for 2015 – 2016
9. Other Business

POST-AGM DINNER & TRIVIA from 7pm

Cost: The AGM is free of charge
Post-AGM Banquet Dinner: \$25 members; \$50 non-members
Drinks available from bar

**RSVP by Thursday 20th August 2015 with
EFT to BSB: 659-000, Account: 671774**
Please include your name in payment description

For further enquiries
Peter Huntington: Ph: (02) 9926 4329
Email: Peter.Huntington@health.nsw.gov.au

*Special Parking Rate is available at Market City Car Park
after 5pm on Level B2 or B3 only (with ticket validation at Zilver)*



2015–2016 NSW-ACT Branch Committee Nomination Form

It's that time of the year again when we begin to prepare for the ASM NSW-ACT Branch Annual General Meeting.

Nominations are required for the Secretary and Committee members.

If you feel there is more you can do, now is a good time to fill out the Nomination form and become part of an energetic and motivated Committee. Don't hesitate - actions speak louder than words!

Please send all nominations to the Branch Secretary Peter Huntington:

EMAIL: Peter.Huntington@health.nsw.gov.au

PHONE: (02) 9926 4329 FAX: (02) 9926 4081

Please note that all nominations must be in writing.

Nominations WILL NOT be taken from the floor on the night of the meeting.

Only ASM members may nominate and be nominated.

We, the undersigned, wish to nominate:

Print Name.....

For the position of (please tick)

Secretary (2 year term)

Committee member (1 year term)

Proposer:

Print Name.....

Signature.....

Secunder:

Print Name.....

Signature.....

I accept this nomination:

Print Name.....

Signature.....

Phone.....

Email.....

Date: / /2015

Special Interest Group Reports

Clinical Serology & Molecular SIG

Convenor - Deane Byers

Since the last annual report, the NSW-ACT CS&M SIG has held four meetings at Douglass Hanly Moir Pathology, North Ryde. Notifications for the meetings are distributed via email using a database maintained by the convenor and via notice in Syntrophy.

In August 2014, the meeting was sponsored by the NSW-ACT Branch, with 62 in attendance. The speakers included international guest speaker Dr Damon Getman, Director, Research and Development, Hologic, Inc, San Diego, USA, presenting '*Mycoplasma genitalium New Diagnostics for an Emerging Urogenital Pathogen*'; Cindy Lau, Central Automated Laboratory, Douglass Hanly Moir Pathology, presenting '*Evaluation of VIDAS 3 As A STAT Analyser*'; and Colin Pham, Scientist, Serology & Molecular Microbiology, St Vincent's Hospital Melbourne, (kindly supported by Roche Diagnostics), presenting '*Introduction of nucleic acid testing for Detection of Common Gastrointestinal Parasites*'.

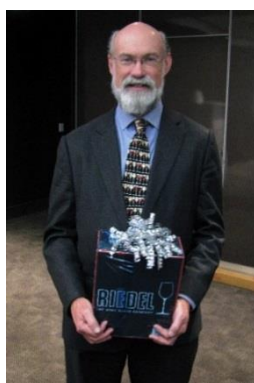
In November 2014, the meeting was sponsored by the NSW-ACT Branch, with 52 in attendance. The speakers included Dr Timothy Gray, Infectious Disease & Microbiology Registrar, St Vincent's Hospital Sydney presenting work performed at ICPMR Westmead, titled '*Detection of Influenza A & B: A Novel Isothermic Nucleic Acid Amplification Assay*'; Andy Liu, Dept. Manager, Biochemistry & Endocrinology, Douglass Hanly Moir Pathology, presenting '*To Investigate the Potential Supplementary Anti-HCV Testing for Douglass Hanly Moir Pathology*'; and Dr Torsten Theis, Senior Scientist, RCPAQAP Biosecurity, presenting '*Proficiency Testing for Ebola Virus Disease. How hard can it be?*'.

In March 2015, the meeting was sponsored by the NSW-ACT Branch, with 57 in attendance. The speakers included Samantha Lesic, Technical Officer, Pathology West – ICPMR, National Centre for Immunisation Research and Surveillance, Westmead Hospital, presenting '*Measles: the virus strikes back*'; Justin Ellem Hospital Scientist, Clinical Microbiology Pathology West – ICPMR,

Westmead Hospital, presenting '*Evaluation of the Cepheid GeneXpert - Microbiology doing Molecular*'; and Susan Badman, Group Manager- Infectious Diseases & Immunology, Manager - Serology, RCPAQAP, presenting '*IntereSTing QA cases*'.

In May 2015, the meeting was sponsored by the NSW-ACT Branch, with 81 in attendance. The speakers included Robert Gibb, Supervising Scientist, Serology, Pathology Queensland, presenting '*Ross River Virus: Re-emergence in S.E. Queensland, 2015*'; Tony Field, Department Head Molecular, Healthscope Pathology, Clayton, Victoria, presenting '*Winter is Coming*' and Paul Austin, Section Leader – Serology, Department of Virology & Immunology, LabPLUS, Auckland City Hospital, New Zealand, presenting '*Non-specific dengue IgM results from the Pan-Bio IgM capture assay: Event summary and method comparison*'. These speakers were kindly sponsored by RCPAQAP Serology.

Special Note: David Dickeson, the national convenor of the CS&M Special Interest Group and the treasurer/secretary of the NSW-ACT branch retired in March 2015 from this group. He was presented with a gift to thank him for all of his hard work with the ASM and this SIG and we all wish him well for the future.



Thank you to all of the enthusiastic speakers, attendees and the sponsorship of the ASM NSW-ACT branch for the continued success of these meetings. This group plans to meet every four months and attendance numbers have been very encouraging.

Branch Sponsors 2015

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Special Interest Group Reports

Continued



Cosmetics and Pharmaceutical SIG

Convenor – Dr Alan Heritage

NSW Office Bearers: There have been changes to the NSW Committee membership.

Alan Heritage (National Convenor), Des Hadjimichael, Melissa Bourke (Treasurer), Anna Maria Musico, Hilary Fong (Secretary), Vijay Randev (State Chairman), Heather Manning, Mark Harvie (Sponsorship Secretary), Lan Le Hoang (resigned). (New members) Jennifer Wan, Georgina Hart.

Members: Members of ASM registered on CAPSIG mailing list, plus a number of state specific non-ASM members.

Activities: The CAPSIG web-site is still maintained and updated after each seminar – please refer to: www.capsig.com.au.

NSW Branch Activities:

During the past year, CAPSIG and ASM members were saddened by the passing of Dr Paul Priscott, CAPSIG National Convenor, after a long illness. A tribute to Paul on behalf of CAPSIG NSW was published in the November issue of Microbiology Australia. In memory of Paul's contribution to our Society, CAPSIG (NSW) have established an invitation to tertiary Pharma Microbiology students in the Sydney region to attend mid-year CAPSIG seminars.

Dr Alan Heritage was elected as CAPSIG National Convenor at the ASM CAPSIG AGM, 13 July 2015.

Since the last annual report, three seminars have been organized as per schedule:

July 23, 2014: Preservatives & Their Use in Therapeutic & Cosmetic Products.

CAPSIG's Silver Jubilee – 25 Years & Still Going Strong

Speaker 1: Kevin Roden - Thor Chemicals

Speaker 2: Dr Paul Priscott – ams Laboratories

Speaker 3: Dr Nerida Cole – Faculty of Science UTS

Christmas Seminar 2014: CAPSIG (NSW) closed off 2014 with our usual highlight, the Christmas Seminar on the 10th December with some 170 attending. The seminar this year was presented by Dr. Peter Hobbins, a pharmacologist, medical historian and researcher from the University of Sydney, entitled "A galloping tour of Sydney's medical history".

March 2015: Complementary Medicines – Revival!

CAPSIG (NSW) presented their first seminar of the year on the 25th March.

Speaker 1: A/Prof Joanne Jamie of Macquarie University,

Speaker 2: Mr Peter Kissane, of Sphere Healthcare

Speaker 3: Ms Yasmin Mollah and Ms Angeliza Querubin, TGA

Financial report :

This is now included in the periodic audit process under ASM.

ASM NSW Branch clinical SIG report for AGM August 2015

Clinical SIG

Convenor – Mitchell Brown

The last 12 months has been another well supported year for the ASM NSW Branch Clinical SIG. Very well attended and received meetings were held at Royal Prince Alfred Hospital in October, and at Westmead Hospital in May. A broad range of topics, reflective of the diversity in current clinical microbiology were presented. Invasive fungal infections, Parasites, molecular diagnostics and outbreak investigations all took centre stage. On the 20th of this month, the ASM NSW branch clinical SIG will meet again at Concord Hospital. Please see the latest edition of Syntrophy for details, or contact Charlotte: Charlotte.Webster@sswahs.nsw.gov.au

A big thankyou to the NSW ASM Branch who continue to support these meetings with up to \$500 in funding which allows us to provide catered events. It's always great to mingle with colleagues over some pizza and a beer, for example, before we get down to the business end of the evening. Also thanks go to the sponsors of the NSW branch: Biomerieux, Thermo Fisher, BD, Abacus, Roche and Bioline. Their contributions allow the branch to fund events like these for members.

In the coming 12 months the SIG would like to focus on holding more meetings for members. As the clinical SIG coordinator I encourage you to contact me at mitchell.brown@health.nsw.gov.au if you feel your organisation could contribute and host a meeting. Thanks again to everyone involved with the SIG over the past 12 months.

Mycology SIG

Not active

Parasitology SIG

Not active

NSW-ACT Branch COMMITTEE 2014-2015

Chair

Charlotte Webster
Concord Hospital

Chair-elect

Slade Jensen
University of Western Sydney

Secretary

Peter Huntington
Royal North Shore Hospital

Treasurer

Jim Manos
University of Sydney

Committee

Sashi Anantham
University of Sydney

Mitchell Brown
Westmead Hospital

Nick Coleman
University of Sydney

Bobby Dimitrijovski
Royal Prince Alfred Hospital

Ruth Hall
University of Sydney

Josie Lategan
Macquarie University

Maurizio Labbate
University of Technology Sydney

Tim Newsome
University of Sydney

Nico Petty (part-year)
University of Technology Sydney

Thiru Vanniasinkam
Charles Sturt University

FINANCIAL REPORT

The 2015 Treasurer's Report will be circulated at the Annual General Meeting on August 27.

ASM NSW-ACT Branch Events

2014

Date	Event	Location
28 August	ASM NSW-ACT Branch AGM & Speaker – Paul Thompson, <i>"Microbiology at the zoo – more human than you may think"</i>	Roxy, Brighton Le Sands
17 September	Goldsworthy Memorial Lecture – Ruth Hall, <i>"Mobile elements, plasmids and bacterial clones – spreading antibiotic resistance genes and antibiotic resistant organisms"</i> .	Terrace, Australian Museum
15 October	Clinical SIG Meeting	Royal Prince Alfred Hospital
11 November	Clinical Serology & Molecular SIG Meeting	Douglass Hanly Moir, North Ryde
14 November	High School Microbiology Workshop	Charles Sturt University, Wagga Wagga
26 November	Branch Christmas Party	King St Brewhouse, Darling Harbour
10 December	CAPSIG Christmas Seminar	Hurlstone Park

2015

Date	Event	Location
30 January	One Day Microbiology Meeting	University of Sydney
18 February	February Meeting – Jo Dufloy, <i>'Microbes and forensics or Microbial forensics'</i>	Forensic Medicine, Glebe
2 March	EUCAST Workshop	Concord Hospital
4 March	Clinical Serology & Molecular SIG Meeting	Douglass Hanly Moir, North Ryde
17 March	BD Student Award Presentation Evening	University of Sydney
25 March	CAPSIG Seminar – Complimentary Medicines Revival	Hurlstone Park
March	Visiting Speaker – Frank Bowden	University of Canberra
11 May	Visiting Speaker – Joseph Heitman, <i>'Evolution of sexual reproduction: a view from the fungal kingdom'</i>	University of Sydney
13 May	Clinical SIG Meeting	Westmead Hospital
27 May	Clinical Serology & Molecular SIG Meeting	Douglass Hanly Moir, North Ryde
12-15 July	ASM Annual Scientific Meeting	QT, Canberra
15 July	CAPSIG Seminar – Regulation and Risk	Hurlstone Park
27 August	ASM NSW-ACT Branch AGM & Trivia	Zilver, Haymarket

ASM NSW-ACT Branch Awards

2014

Award	Date Closed	Winner(s)
Joe Levey Country Travel Award	17 October	No applicants
Honours Student Prize	28 November	No applicants
NSW-ACT Branch Members Review Award	15 December	No applicants
Clinical Microbiology Laboratory Book Award	31 December	Julie Allerton, St George Hospital Shradha Subedi, Nepean Hospital

2015

Award	Date Closed	Winner(s)
Becton Dickinson Student Award NSW-ACT	6 March	Amelia Hynen, University of Technology Sydney
NSW-ACT Branch Prize	N/A	Benjamin Raymond, University of Technology Sydney
Becton Dickinson Student Award NSW-ACT Finalists	6 March	Jacqueline Melvold, University of Technology Sydney Grace Blackwell, University of Sydney Mukan Ji, University of New South Wales Melanie Duncan, University of Sydney
Joe Levey Graduate Award	31 March	No applicants
NSW-ACT Branch Members Service Award	31 March	No applicants
Honours Student Prize	2 April	No applicants
NSW-ACT Branch Postdoctoral Award	30 April	No applicants
Clinical Scientist Continuing Education Award	31 May	No applicants
Joe Levey Country Travel Award	20 June	No applicants
Clinical Scientist Recognition Award	30 June	No applicants
NSW-ACT Branch Mycology Award	15 July	No applicants
University Prizes	N/A	UNE - Dane Lyddiard CSU - Stefanie Dobirch MU – Amit Bhattacharjee

ASM NSW-ACT BRANCH

54th ANNUAL GENERAL MEETING 2014

MINUTES



Date: Wednesday 28th August 2014

Venue: Roxy, Brighton Le Sands

Attendance: 31

Meeting Opened: 6:17pm

Meeting Closed: 6:45 pm

Chairperson: Charlotte Webster

Minute Taker: Peter Huntington

ATTENDANCE

Josie Lategan, Mitchell Brown, Peter Huntington, Slade Jensen, Dee Carter, Melissa Bourke, Hilary Fong, Des Hadjimichael, Annamaria Musico, Deane Byers, Suzanne Payne, Susan Badman, Nicolay Polizogopoulos, Voula Henry, Charlotte Webster, Mark Bringhoff, John Merlino, Jonathan Natoli, Thuy Phan, Daniel Seed, Jim Manos, Robyn Timmins, Bruce Wong, Paul Thompson, Jane Hall, Tammy deFarria, Tom Karagiannis, Stephen Dixon, Trevor Warren, Nelson Dennis, David Carr.

APOLOGIES

Tim Newsome, David Dickeson, Jenifer VanLarrhoven, James Phillips, Carol Maciver, Bobby Dimitrijovski, Chinmoy Mukerjee.

MINUTES OF THE 53rd AGM, 2013

Previous minutes accepted by David Carr and Bruce Wong.

CHAIRPERSON'S REPORT - Charlotte Webster

2013 - 2014 NSW-ACT Branch Committee

Branch Chair

Charlotte Webster
Concord Hospital

Branch Secretary

Peter Huntington
Royal North Shore Hospital

Branch Treasurer

Jim Manos
University of Sydney

Committee Members

Daniel Seed (Sponsorship & Website)
Concord Hospital

Ruth Hall
University of Sydney

Thiru Vanniasinkam (Awards)
Charles Sturt University

Nick Coleman
University of Sydney

Nico Petty
University of Technology Sydney

Tim Newsome
University of Sydney

Slade Jensen
University of Western Sydney

Bobby Dimitrijovski
Royal Prince Alfred Hospital

Josie Lategan
Macquarie University

Sashi Anantham
University of Sydney

Mitchell Brown
Westmead Hospital

Administrative Assistance - Natasha Pavic
Syntrophy Co-ordinator - Susan Badman

Charlotte expressed thanks for the efforts of those coming-off the Branch committee: Daniel Seed, Ruiting Lan, Jose Burgos-Portugal.

Branch Events 2013 - 2014

Events as per AGM Syntrophy: AGM at Bicentennial Park; Clinical SIG meetings at Westmead and Royal Prince Alfred Hospital; High School Science Teacher Workshop, Wagga Wagga; Visiting speaker Kathryn Bernard at Westmead; Christmas Party at Spanish Tapas, Glebe; CAPSIG Christmas seminar; virology SIG meeting with Geoffrey Smith; February Meeting with Peter Hobbins; Clinical SIG meeting with Mike Dunner; BD Student Awards; CAPSIG Meetings; CS&M meetings; Student careers information evening; parasitology SIG meeting; visiting speaker Patrick McGovern.

Syntrophy Newsletter

Syntrophy is the Branch Newsletter and continues to evolve, now with a new look. Thanks to Natasha Pavic for administrative assistance provided for many years - Natasha will now be moving on to other endeavours. Welcome to our new Syntrophy Co-ordinator Susan Badman. We look forward to working with Susan.

Meeting Support - NSW & ACT

The NSW-ACT branch of ASM continues to facilitate the bringing together of microbiologists, especially members. The branch advertises meetings in Syntrophy and also offers financial support towards the cost of holding the meetings. Members are encouraged to refer requests for support via email to the Branch Secretary for consideration by the Branch Committee. Equipment is held to facilitate these member meetings.

Financial support extends to venue hire, refreshments and light meals and has been made possible through the Branch sponsorship scheme, and is open to Branch members only.

TREASURER'S REPORT - Jim Manos

Printed copies of the Branch financial report to 31 March 2014 were circulated at the meeting and will be included in Syntrophy.

Comparison of 2013 and 2014. Interest a bit lower for 2014 as interest rates decreased: \$3514. Income also down in terms of sponsorship - still received \$5400. Capitation a little higher: \$9,909. Compendium producing a small amount in royalties: \$247.

Number of usual expenses. Been encouraged by National office to spend more on members. Have been having more speakers and events. \$6033 spent on various meetings and speakers. Fewer SIG events in this year: \$2742. Christmas party, February meeting and AGM also had expenses. Christmas Party venue partly paid in cash, so amount shown lower than actual cost. Prizes and awards: \$3186. BD student award night amount is for two years, as held close to 31 March closing date: \$1513. Administrative assistance were a large expense: \$9360. But will be reduced with new contract arrangements. Meals for Branch Committee. Auditor expenses and charges as listed.

Overall, spending up considerably, and income down a little. Total receipts: \$21,540. Total Payments: \$35,993. Net loss of \$14,453.

Current bank accounts holding \$100,019 at 31 March 2014. Branch Assets valued at \$1400. Expected future commitments estimated at \$63,300.

Encouraging Universities to offer Branch-sponsored awards for microbiology students. Annual meeting will be in Canberra, so have LOC expenses.

NATIONAL COUNCIL MEETINGS

6th July 2014 reported by recollection of Charlotte Webster Hall (minutes not yet available).

National membership income has continued to decrease due to reduction in members. The main source of income is membership fees which were \$248,756. Conference profits are variable: but Adelaide meeting had profit of \$65,000. Proceeds from sale of building has been invested in term deposits so investment income has increased this year. ASM is in a strong financial position, but care still needs to be taken with how we invest and use our reserves.

Charlotte showed graph of slide in membership numbers 2008-2014 (350,000 down to 250,000), though rate of decrease is slowing.

Branch Award Winners 2013 - 2014

A lot of awards, but unfortunately not many applicants. This year's award winners are:

Clinical Microbiology Book Award – Julie Allerton, St George Hospital
 BD student award – Robert Moran, University of Sydney
 ASM branch student prize - Chris McKenzie, University of Sydney
 Branch Members Service Aware – Kerry Varettas, St George Hospital

University Prizes 2013
 Zoe Hungerford (USYD)
 Claudia Stocks (UNSW)
 Nadene Dempster (CSU)

University Prizes 2014
 Callum Jamieson (USYD)

Reports from Special Interest Groups

Reports as per AGM Syntrophy issue.

We have had good turn-outs to functions and high-level of speakers and events.

Don't forget to contact Convenors to offer suggestions and ideas for events.

The strength of the Branch lies within the core special interest groups: CAPSIG, Mycology, Clinical, Parasitology, Clinical Serology and Molecular.

Special Eulogy for Paul Priscott

Charlotte read a special eulogy in memory of Dr Paul Priscott highlighting his involvement in microbiology, particularly CAPSIG.

The meeting observed a minute's silence.

Election of Office Bearers and Auditors for 2014 - 2015

2014 - 2015 Committee

Chair and Secretary continue.

Chairperson

Charlotte Webster Concord Hospital

Secretary

Peter Huntington Royal North Shore Hospital

Slade Jensen – only nomination for Chair-elect.

Chair-Elect

Slade Jensen

Jim Manos – only nomination for Treasurer.

Treasurer

Jim Manos University of Sydney

Nominations for committee as listed:

Current Members re-nominated:

- Sashi Anantham University of Sydney
- Mitchell Brown Westmead Hospital
- Nick Coleman University of Sydney
- Bobby Dimitrijovski Prince Alfred Hospital
- Ruth Hall University of Sydney
- Josie Lategan Macquarie University
- Tim Newsome University of Sydney
- Nico Petty University of Technology Sydney
- Thiru Vanniasinkam Charles Sturt University

New members nominated:

- Maurizio Labbate University of Technology Sydney

Auditor- John Richardson, elected for another year

Other Business

No items of other business were presented.

Charlotte declared the meeting closed at 6:45pm.



The Australian Society for Microbiology
NSW-ACT Branch
ABN 24 055 463 274


Treasurer's Report for the year ended
31 March 2014

Reconciled total cash balance as at 1 April	2014		2013	
	Receipts	Payments	Receipts	Payments
	\$	\$	\$	\$
Interest	3,514		4,877	
Sponsorship	5,400		9,300	
Capitation (NSW and ACT combined)	9,909		9,351	
PCR Clinical Microbiology compendium royalties	247		1,381	
SIG meeting costs		2,742		8,084
Meeting & speaker support/sponsorship		6,033		2,423
Prizes and Awards		3,186		1,337
Events:				
Christmas party	650	2,417	2,280	3,881
Feb 2014 Meeting		1,618		45
AGM	1,820	5,515	1,750	3,098
BD Student Award Night (2 years)		1,513		-
Administrative assistance		9,360		9,360
Branch Committee meals		1,094		1,038
AV, audio and cabling		1,241		-
Conference calls, postage, ISP		297		178
Website and secretarial services		600		1,000
Auditor's expenses		356		359
Bank charges		112		87
Miscellaneous		-		500
Totals	21,540	35,993	29,039	31,391
Excess of payments over receipts YE 31.3.2014:		(14,453)		2,352

Reconciled total cash balances as at 31 March	2014	\$100,019	2013	\$114,473
Assets				
Reconciled account balances as at 31 March:				
Westpac cheque account 032-056 13-2827		\$ 227		\$203
SGECU I26 Term deposit (\$60,000@3.35% matured 28-6-2014 re-invested @3.25%)		\$ 60,000		\$60,000
SGECU I22.1 Term deposit (\$25,000@3.4% matured 30-4-2014 re-invested @3.2%)		\$ 25,000		\$ 25,000
SGECU S1 Access account (counter and internet transactions)		\$9,980		\$161
SGECU S11 iNet account (internet transactions only)		\$887		\$ 3,545
SGECU S13 Bonus saver account (base interest and conditional bonus interest)		\$3,926		\$25,554
Total bank accounts at 31 March	2014	\$100,019	2013	\$114,473
Sundry computer, camera and electronic equipment – estimated realizable value		\$ 1,400		\$600
Liabilities		Nil		Nil
Expected future commitments:				
Administrative assistance		\$ 1,700		
Website development and management		\$ 2,000		
Support for SIGs, speakers and major events		\$ 44,000		
Awards		\$ 9,000		
Conference calls & refreshments – Branch Committee meetings		\$ 2,000		
Replacement laptop, software		\$ 4,000		
Total		\$ 63,300		\$66,060

AUDITOR'S REPORT: The accounts are prepared on a cash-in cash-out basis. Based on my enquiries and testing of the system, I have formed the opinion that the above statements fairly represent the financial affairs of the branch.


Jim Manos BSc(Hons I) PhD MASM
Branch Treasurer
22 August 2014


John S. Richardson, BEc, MBA (Syd), CPA
37 Bolwarra Ave
West Pymble
22 August 2014

The Australian Society of Microbiology
New South Wales – Australian Capital Territory Branch
Current By-Laws



AUSTRALIAN SOCIETY FOR MICROBIOLOGY
NEW SOUTH WALES - ACT BRANCH
AMENDED BYLAWS

Last amended
August 2013

A MEMBER OF THE INTERNATIONAL UNION OF MICROBIOLOGICAL SOCIETIES

1. DEFINITION

- 1.1.** The New South Wales – Australian Capital Territory Branch of the Australian Society for Microbiology, Inc., hereafter "the Branch", is based on the geographical area of New South Wales and the Australian Capital Territory until such time as National Council decrees otherwise.

2. BRANCH MANAGEMENT

- 2.1.** The affairs of the Branch shall be managed by the Branch Committee, elected annually from and by members of the Branch.
- 2.2.** The Branch Committee shall consist of the Executive (Chairperson, Chairperson elect, Secretary and Treasurer) and a maximum of twenty (20) Committee members, including the 4 executive members.
- 2.3.** The Executive and the Committee members shall be elected as specified in clause 4.
- 2.4.** The Branch Committee shall meet at least six (6) times during each year of office, with the chairperson or his nominee presiding. Five (5) members of the Branch Committee including two (2) members of the Executive shall constitute a quorum.
- 2.5.** The Branch Committee may elect other officers, such as an Assistant Secretary, from among its members at any time, and may co-opt other Branch members for specific tasks or subcommittees as deemed necessary.
- 2.6.** The Branch Secretary shall be responsible for the keeping of minutes of Committee Meetings and General Meetings, dealing with correspondence on behalf of the Branch Committee and the notification of all Branch and Group functions to all members of the Branch.
- 2.7.** The Branch Treasurer shall be responsible for the financial statement to be presented to the Branch Committee, Branch Annual General Meeting, ASM National Office, for audit, and as otherwise required.
- 2.8.** A suitably qualified Auditor, who shall not be an incoming Committee member, shall be elected at each Annual General Meeting. He shall audit the Branch Financial Statement prepared by the Branch Treasurer for presentation at the next Annual General Meeting.
- 2.9.** Committee members failing to attend 3 consecutive Committee meetings without a plausible explanation will be removed from office.

3. GENERAL MEETINGS

- 3.1.** The Branch Annual General Meeting shall be held in August of each year, with at least thirty-(30) days notice being given to all Branch members. Resolutions to be considered at the Annual General Meeting shall be circulated by the Branch Secretary to all Branch members at least thirty (30) days prior to the Annual General Meeting.
- 3.2.** At the volition of the Branch Committee, or by petition from fifteen (15) members, a General Meeting may be convened at any time. Business at such a meeting shall be confined to matters of which at least thirty (30) days notice has been given by the Branch Secretary to all Branch members.
- 3.3.** Fifteen (15) members of the Branch shall constitute a quorum at any General Meeting including the Annual General Meeting. Resolutions shall be passed by a simple majority vote of members present.

4. ELECTION OF BRANCH COMMITTEE

- 4.1.** Nominations for elected positions on the Branch Committee, that is, for positions on the Committee, and an Honorary Auditor, shall be submitted in writing to include the signature of the nominee and two members of the Branch as proposer and seconder.
- 4.2.** Should more than the required number of nominations be received for any elected position on the Committee, a secret ballot shall be conducted by the Branch Secretary at the Annual General Meeting.
- 4.3.** The Branch Committee shall take office when the election results are announced at the Annual General Meeting and shall hold office until the corresponding time at the next Annual General Meeting.
- 4.4.** The Executive normally shall be elected for a term of two years. The chairperson elect and treasurer shall be elected on the alternate year to that of the Election of the Chairperson. The Branch Chairperson shall not serve

for two consecutive terms although the Secretary and Treasurer may do so. If there are no nominees for Chairperson, or in other unusual circumstances, the Chairperson's term may be extended for one term by a simple majority vote of members present at an Annual General Meeting.

- 4.5. Nominates for an executive position must have served a minimum of 12 months on the branch committee to be eligible.
- 4.6. The Branch Committee shall have the power to fill any casual Committee vacancy except that of a Group Representative, where the relevant group management shall have such power.
- 4.7. The Branch Committee shall not exceed a total of 20 members (including the executive) and should (where possible) be comprised of members representing diverse microbiological disciplines.
- 4.8. All nominations for office bearers should be sent in writing to the standing committee before the Annual General Branch Meeting (AGM). All committee members must be officially nominated at every AGM to remain on the committee.
- 4.9. Nominations for any of the committee positions will not be accepted from the floor at the AGM unless the position is vacant without nomination at the AGM.

5. GOLDSWORTHY MEMORIAL LECTURE

- 5.1. In even numbered years, the Branch shall sponsor a lecture to the memory of Neil Goldsworthy, pioneer lecturer in Medical Microbiology in this State. An eminent Australian microbiologist in any field will be chosen to deliver what shall be known as the "Goldsworthy Memorial Lecture".

6. BRANCH SPECIAL INTEREST GROUPS

- 6.1. To encourage dissemination of knowledge in particular areas of microbiology, Groups specialising in such areas may exist within the Branch. Branch Groups are distinct from National Groups established under the aegis of National Council.
- 6.2. By letter to the Branch Secretary, an individual or group may request formation of a Group or affiliation of an existing Group with the Branch. Branch Committee shall consider such requests and inform all Branch members of the request and the decision taken.
- 6.3. All members of the Society shall be entitled to attend and participate in any Group function. However, the Group responsible shall have the right to charge a fee, to limit the number of participants and/or to specify minimum qualifications for participation to ensure the satisfactory operation of a particular function.
- 6.4. Group functions shall be advertised to all Branch members via the branch Newsletter except in exceptional circumstances.
- 6.5. Non-members of the Branch who have an interest in the activities of a Group and who receive notice of Group functions shall be known as Group Affiliates. Group Affiliates shall have voting rights in all matters under the control of the group to which they belong, but shall have no other status within the Branch or Society, and shall not have Branch or Society publications circulated to them on a regular basis.
- 6.6. The management of each group shall be at the discretion of that particular Group.
- 6.7. Group members or the Group Committee shall elect or nominate a Group Representative who shall represent the Group in Branch affairs. Group Representatives shall be Branch members, and shall normally hold office for at least one year. Group Representatives may attend Branch Committee meetings.

7. FINANCE

- 7.1. A Group may apply to the Branch Committee for financial assistance to enable the staging of any function, provided that such application be made at least thirty (30) days before such function.
- 7.2. Any of the above stated awards and financial obligations on the committee are subject to terms and conditions as determined by a unanimous vote of the branch committee.
- 7.3. The New South Wales – Australian Capital Territory Branch of the Australian Society for Microbiology, Inc., financial year ends on the 31st March of each year.

8. OBLIGATIONS

- 8.1.** The management of each Group shall ensure that a Group Representative be appointed to liaise with the Branch Committee.
- 8.2.** Each Group shall endeavour at all times to co-ordinate with the Branch and other Groups in the organisation of functions, to ensure the efficient operation of the Branch and the advancement of the science of Microbiology.

9. AMENDMENT OF THESE BYLAWS

- 9.1.** Branch Bylaws may be established or amended by a two-thirds majority of members voting at a General Meeting, properly constituted as detailed in Clause 3.

N.B. Sections 4.4 and 6 were amended and passed by the Branch at the 1984 Annual General Meeting.

Sections 2.1, 2.2, 2.3, 2.4, 4.1, 8.7 and 8.9.1 were amended and passed by the Branch at the 1992 Annual General Meeting.

Sections 2.2, 4.4, 4.7, 4.8, 4.9, 6 and 9.4 were amended and passed by the Branch at the 2002 Annual General Meeting

Sections 1, 2.2, 3.1, 4.6, 4.7 and 9.5 were amended and passed by the Branch at the 2010 Annual General Meeting

Sections 2.7, 2.8, 2.9, 4.6, 6.0, 9.1, 9.2 and 10.1 were amended and passed by the Branch at the 2013 Annual General Meeting, with sections 5 to 11 re-numbered as required.

The Australian Society
for **Microbiology** 
bringing Microbiologists together

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Submissions and enquiries can be directed to the Syntrophy Coordinator, Susan Badman at Susan.Badman@rcpaqap.com.au or (02) 9045 6073.

Organisations with research opportunities or companies seeking to fill positions are welcome to place an advertisement in an upcoming issue of Syntrophy. Please contact the Syntrophy Coordinator with your details for inclusion.

Organisations interested in becoming a sponsor of ASM NSW-ACT Branch should contact the Sponsorship Coordinator, Bobby Dimitrijovski to obtain a copy of the current sponsorship prospectus: bobby.dimitrijovski@sswahs.nsw.gov.au