

Minutes of the Annual General Meeting of SAANZ held at Fisher & Paykel Healthcare Stewart Building at 6pm on Wednesday November 20th 2019.

The evening programme began with a Finger Food Supper kindly provided by Fisher & Paykel Healthcare

Present: Jill Hammonds, Rod Bryant, Rachel Lehen, Alex Bartle, Jonathan Ellis, Sandra Mackay, Hansi Laing, Mike Matson, Ross Kirkbride, Anthony Blaschke

Apologies: Sherry Taylor, Carolyn Santiago, Dave Scott, Mike Riley
Bryant/Kirkbride
AGREED

Minutes of the 2017 AGM and matters arising

"That the Minutes be accepted as a true and correct record of proceedings"
Matson/Lehen
AGREED

Correspondence

Nothing to note, only advertising from commercial enterprises for seminars etc, Bank statements

President's Report

Jill read her report as published on website

"That the president's report be adopted"
Hammonds/Kirkbride
AGREED

Rod backed up Jill's point of reduction in enquiries and of those enquiries most are medical and require referral.

Annual Financial Report

As read by Rod, printed copies presented to those present including statement of receipts and payments and account balances. These have now been added to the website

If we go into recess funds will remain in the account during period of recess, needed to cover costs of next AGM etc.

Rod to confirm wording in the report by Kate Blackie who reviewed the accounts.

"That the annual financial report be adopted"
Bryant/Kirkbride
AGREED

Update of status of progress of NZ Sleep Health Foundation: Presented by Warren Jones. Campaign launched on world sleep day, 93k conversation cards distributed, survey results from this still being collated. Focus has been relationship building/gaining enough numbers for government attention. Links with Lions remain and will have a voice at all Lions conventions, looking at expanding this to Rotary. National sleepover proposed with scouts/guides on national sleep day. Approached by Country Women's Institute. Health Promotion Agency on 17 Oct 2019 met with sleep health foundation, initial states of government sleep health programme commencing 2020. Memorandum of understanding lodged with Australian Sleep Health foundation and ASA, intention to share resources/information/web content. Planning for presence across popular media for Sleep day 2020. Target of 50k for promotion. Sleep Health Foundation trust chartered 19 April 2017. Registered as a charitable trust. Applying to Tindall Foundation, Lions and via government for funds. Overall target 2 million.

Alex asked how any enquiries are going to be addressed beyond 12 months? Will a phone number or email be maintained? Warren confirmed that ideally the NZSHF will have a help line at some point in the future, Alex agreed. The organisation will eventually have a public and professional face.

Rachel asked about an intention to lobby politicians for more funding and that DHB's would need to channel this funding into sleep health? And the issue of increasing awareness yet no further funding for public treatment. Warren: it needs to be made impossible for politicians to ignore.

Warren: doesn't see the NZSHF taking the place of SAANZ as a support network but may need to address this further if SAANZ folds - look at what aspects could come under NZSHF umbrella.

Ross: spoke of a reduction in waiting times, increase in DHB's conduction support meetings/ groups sessions leading to less of a need for a support service.

Alex acknowledges that if SAANZ does finish, then Sleep Health Foundation may need to fill the gap.

Jill thanked Warren for his comprehensive report and wished them well for the future.

Notice of Motion: "That with the decreased inquiry and activity, and lack of new committee members, SAANZ be put into recess until September 2020, with any available current committee staying on in a caretaker capacity." **Hammonds/Bryant**

Rider: We are now receiving less inquiry from members and the public re sleep apnoea. The NZ Sleep Health Foundation have taken responsibility for advocacy and awareness campaigns. DHBs and private health clinics appear to be providing better service both in terms of shorter wait times and provision of support. The committee have not achieved all they hoped for in terms of a way forward due to recruitment and retention problems. Many of the current committee do not plan to stand for a further term. The constitution requires a period in recess of one year before closure of the organisation.

Rachel still happy to maintain Facebook page/social media and to be a link between SAANZ and Sleep Health Foundation. Jill will also help out with this. Jill will revamp the website to provide basic information and channel inquiry to the Facebook page, phone and email.

Phonecalls/Emails: Jill happy to field phone calls and emails and deal or redirect as appropriate.

Rachel suggested that a meeting should be had with the Sleep Health Foundation over the next 12 months. Rachel to organise to coincide with Sleep Techs Conference in Wgtn in May.

If the decision is made to officially go into recess we will maintain web/phone/facebook and set up links to sleep health foundation and other resources.

Newsletters: last newsletter communicating recess, then communication will be via Facebook

Website: Sleepwell to continue funding website for the next year, confirmed by Alex. Jill will review the website and set it up to direct traffic and inquiry to Facebook, phone and email.

Funds: to be held for the next 12 months in the event there may be some expenses, look into remaining funds being donated if/when SAANZ closes

Charities commission: maintain charitable status, submit basic report, decision to be made if/when SAANZ closes

GST registration: maintain until a decision is made if/when SAANZ closes

Jill Hammonds then put the motion:

"That with the decreased inquiry and activity, and lack of new committee members, SAANZ be put into recess until September 2020, with any available current committee staying on in a caretaker capacity."

Hammonds/Bryant
AGREED

Election of officers or caretaker committee for 2019-20.

Jill, Rod, Sherry, Dave and Rachel have indicated they would stay in a caretaker role for the next 12 months on the committee

"That the executive committee be President - Jill Hammonds, Secretary/Treasurer - Rod Bryant, Editor/Liaison Officer - Rachel Lehen, Committee - Sherry Taylor, Dave Scott, Honorary Advisor - Alex Bartle"

Kirkbride/Matson
AGREED

Appointment of bank account signatories

"That Rod, Jill and Sherry continue as bank account signatories"

Lehen/Matson
AGREED

"That approval be given to action any accounts that need to be paid in the interim then ratified at the next AGM."

Hammonds/Lehen
AGREED

Honoraria for 2018-19

With the decreased activity over the last year it was agreed that these would not be necessary.

General Business:

Meeting with sleep health foundation suggested during the next Sleep in Aotearoa conference in Wellington in May 2020.

The meeting then closed. The next AGM to be held in September 2020.