

Minutes of the Annual General Meeting of the College of Anaesthetists held in the O'Reilly Hall, UCD, Belfield, Dublin 4 on Thursday, 14th May, 2009 at 4:15pm.

The President welcomed Fellows to the Annual General Meeting.

In Attendance:

- Dr John McAdoo, President
- Dr John Loughrey
- Dr Brian Marsh
- Dr Orlaith McCaul
- Dr David Mannion
- Dr Cormac Redahan
- Dr Ian Surgeon
- Dr John Cooper
- Dr Sean McDevitt
- Dr Philip Hawthorne
- Dr G. A. Browne
- Dr Jeanne Moriarty
- Dr Joseph Lee
- Dr Devendra Kumar
- Dr Ellen O'Sullivan
- Dr Deirdre McCoy
- Dr Ken Lowry
- Dr Sohail Ahmed
- Dr Harry Frizelle
- Dr Liam Conroy
- Dr Camillus Power
- Dr Ian Orr
- Dr G. P. Crosse
- Dr Edel Duggan
- Dr Abraham Mathew
- Dr Michael Scully
- Dr Elnazeer Elfaki
- Dr Helen O'Mahoney
- Dr Brian O'Donnell
- Dr Stephen Mannion
- Dr Tom Rice
- Mr David Isaacson

Secretariat: Ms Mary Malone

Apologies: none were recorded.

- 1. Minutes of the Annual General Meeting of 16th May 2008**
These were agreed. Adoption was proposed by Dr Jeanne Moriarty and seconded by Dr Sean McDevitt.
- 2. Matters Arising**

HSE-METR:

Dr John Cooper queried whether the College was represented on HSE-METR (Medical Education Training Research). The President said that while the College was not represented on this body, however, it was strongly represented on the Forum. The interaction between the Forum and HSE-METR had significantly improved in the past year.

3. President's Business

Dr John McAdoo, President said, that this was his third and final annual report. It had been a great honour and privilege to have been President of the College and he deeply appreciated the support, encouragement and advice received over the past three years.

The past two years had been exciting years for the College and he was pleased to announce that the projects referred to in the annual reports of 2006 and 2007 had come to fruition despite the present climate. These achievements were a tribute to the commitment of College Officers, Council Members, Fellows and College staff who continued to generously dedicate their time; effort, and financial support to enable the College achieves its objectives.

Building Programme:

The refurbishment and building programme had begun and it was envisaged that the College would take possession in September 2009. The refurbished building and the additional new educational facilities in Denzille Lane would facilitate the College to continue to fulfil and expand its educational and training roles into the future. The College looked forward to Fellows and indeed all Anaesthetists continuing their practical support for this project.

Establishment of the Pain Faculty:

This was the fulfilment of a long-term ambition of the College and was a sign of the strength and commitment of the College to its Fellows. The Pain Faculty held its first conferring in November and he welcomed the Faculty's Pain Fellows to the College.

Joint Faculty of Intensive Care Medicine:

The formation of the Joint Faculty of Intensive Care Medicine of the College of Anaesthetists, in conjunction with the RCSI and the RCPI was a major and historic event. It was the culmination of many years of dedicated hard work.

Education & Training:

In 2008, funding was obtained from the HSE to engage a Vice-Dean; Dr Eleanor O'Leary had been appointed to this role. The Vice-Dean would undertake the development of competency based training programmes and would also support the College's CME/CPD and Competence Assurance Committee. Dr Crina Burlacu had been appointed as Director of Simulation to advise and assist on the development of a simulation centre within the College.

Examinations:

These continue to develop and evolve; the President extended his gratitude to the examiners who contribute significantly to this process. The College hosts the Pain Examination and the Board of Intensive Care Medicine examination. The College also facilitates the European Board of Intensive Care examination. Unfortunately, due to the recent changes in the Medical Practitioners Act 2007, relating to education sponsorship, the Overseas Qualify Examination (OQE) examination previously held annually in Oman was not held in 2009.

Deans Office:

The Dean, Dr. I Surgeon has been and continues to be a stalwart in the College since its inception. The Dean delivered a revamped IT system for the College which is flexible and incorporates all the features the College requires to deliver its services to its Fellows.

Management and Administration:

The past year was busy and eventful for the management and administrative staff. The building project required moving the College off site to 12 Duke Lane. This was achieved with military efficiency and with minimal disruption to Fellows. The management and administration team,

professionally led by the CEO and Registrar Dr Orlaith McCaul met most efficiently the many challenges posed during the year.

Malawi:

The College obtained substantial funding from Irish Aid to develop and support a major three-year anaesthetic training programme in Malawi. This programme will build on the experience of the previous five years of training for clinical officers and the recruitment of doctors to a funded and structured anaesthetic training programme. The first event of this new programme occurred in January 2009, in Blantyre. In addition, to Irish Aid the College is joined in partnership by the Ministry of Health in Malawi and the University Medical School in Blantyre.

In conclusion:

The President thanked the Council Officers and Members, Committee Chairs and Fellows who had contributed to the educational courses, examinations and the other important activities and events undertaken by the College. In addition, he thanked College friends in industry that continued to support anaesthesia education in Ireland. He thanked his colleagues and the management team in CUH for their support during his Presidency. He congratulated the incoming President, Dr Jeanne Moriarty and incoming Vice-President, Dr Joseph Tracey on their appointments.

4. (a) Honorary Secretary's Report

Annual Report:

Dr Brian Marsh, Honorary Secretary said, that specific Committee reports were available in the 2008 Annual Report which were circulated at the meeting and would be available online shortly, so he would not repeat the reports contained within it. He thanked all Chairs for their comprehensive reports and attention to their Committees during the year.

Quality and Safety Advisory Committee:

This Committee was established to address and ensure a structured response by the CAI to the increasing requests for advice and participation in analyses of individual and hospital practice, and governance.

International Relations Committee:

This is an ambitious programme that is making good progress. The first doctor started on this programme in April 2009, with the second due to start in July 2009, followed by the visiting professor programme.

Elections:

There was no need to go to ballot, as the number of seats equalled the number of candidates. Drs Frizelle and Hill were re-elected and newly elected were Drs Browne, Ghaly and Khalid. The Honorary Secretary warmly welcomed them to Council.

Commitments from AGM 2008:

The College had changed its name and registered it with the Companies Registration Office as the College of Anaesthetists of Ireland. The fellowship award remains FCARCSI due the awarding relationship with the RCSI; how best to move this forward remains under review by the College Council and CEO.

Office:

The College office ran very effectively off-site while the redevelopment is ongoing. This required a degree of forbearance by all staff, who had coped with humour and dignity. Also worth noting was that it had been a particularly stable year for staff turnover, which benefitted the smooth operations of the College.

Building Project:

Repossession of Merrion Square would occur on 1st September with Denzille Lane completed and handed over by early December 2009. Dr Marsh commended Dr Blunnie and Project Group on managing to drive the project through. The President, Dr J McAdoo deserved a special mention for having the foresight and strength of character to adopt the project in a timely manner, something that might have proven impossible to get approval in 2009.

In conclusion:

Dr Marsh thanked all the office staff for their help and guidance over the last number of years. In particular, he recognised the honour it has been working with the President who has put extraordinary energy into his term of office and in somewhat of an old-fashioned way can truly be described as "*an honourable man*".

The Honorary Secretary's Report was proposed by Dr Ken Lowry and seconded by Dr Harry Frizelle.

4. (b) Honorary Treasurer's Report

Dr Loughrey, Honorary Treasurer stated that the College had a very successful financial year in 2008. The Annual Report contained summarised Income & Expenditure and balance sheets, full financial reports were submitted to the Companies Registration Office and are available to any Fellow upon request from the College. The Honorary Treasurer thanked the members of the Finance & General Purposes Committee and Council for their support during the year and Margaret Jenkinson, Finance Officer, for her efforts and contributions.

Income:

In 2008 income exceeded €2.5m, annual subscriptions increased by 37% and the Honorary Treasurer thanked all Fellows who had chosen to sign up to pay their subscriptions by direct debit. Examinations fees and state funding accounted for two thirds of College income; the later will be cut by 10% in 2009. Funding for the Malawi project came largely from Irish Aid but the College made a financial contribution of €50k in the first year, which was consistent with its role as a charitable organisation involved in the education and training of anaesthetists.

Expenditure

There has been a drop in expenditure of 5%; gratitude was extended to examiners who forewent their fees. All areas of expenditure would continue to be monitored closely.

Building Project:

When completed this would be a fantastic facility and a source of income for the College. The total cost of the project was €5m; the College had agreed a mortgage with AIB at a favourable rate of 3%. It is envisaged that Fellows and trade sponsorship would be sought once the building was completed.

Trainee Registration Fee:

This had been put on hold due to the difficulties with the training grant.

The Honorary Treasurer's Report was proposed by Dr David Mannion and seconded by Dr Kevin Carson.

5. Any other business

Changes to Standing Orders:

The Honorary Secretary said that any proposed amendments to Standing Orders needed to be notified at an AGM. All Fellows in attendance were given a tracing document and amended

Standing Orders, highlighted in red. The Honorary Secretary outlined the proposed changes as follows;

Throughout: change the name of the College to the College of Anaesthetists of Ireland.

Para 3: B (i) delete '*English, Australasian and South African Colleges*' and insert '*United Kingdom, Australia, New Zealand and South African Colleges*'.

Para 3: B last lines – delete '*The fee for admission to Ordinary Fellowship ad eundem shall be the same as the entry fee for the Final FCA conferring*' and insert '*The fee is determined by Council*'.

Para 8: (ii) – delete "*admission*" and insert "*other*" instead.

Para 8: (iv) – delete '*Fellows who are not in good standing shall have no right to nominate a candidate for any post or to vote at meetings of the College or to receive notice of meeting of the College or to hold office on the Council or any sub-committee thereof or to examine*' and insert '*For the purposes of Standing Orders 9 to 19 the term Fellows means Fellows in good standing. A Fellow shall not be in good standing if in the said year by the date stipulated on their annual invoice the fee stated thereon has not been paid*'.

Para 12 (e) (iv) – Insert "*, for a an additional two years maximum,*" following "*re-appointment*" and before "*during the period of their tenure of office as Members of the Council*". Insert a new line at the end of the paragraph, '*If the term of office of the Honorary Secretary coincides with the end of his/her tenure on Council then the Honorary Secretary shall be eligible to remain ex officio on Council for a period on one year immediately after such term of office*'.

Para 17 (iv) – Insert "*of Council*" at the end of the sentence.

Para 17 (xiii) - Insert at the end of the paragraph "*If a proposal is withdrawn, the matter is referred back to the Committee for further consideration. Following such consideration at Committee the chair may bring the matter or matters to the next Council meeting for decision in accordance standing order 17 (xvii). If an urgent proposal is identified which requires an immediate Council decision the processes as defined in Standing Order 17 (iv), (viii), will be followed*'.

Ordinary Resolution:

"Resolved that Messrs Ormsby & Rhodes, Chartered Accountants be appointed auditors of the company in place of Messrs OCMC Registered Auditors and Accountants to hold office until the conclusion of the next General Meeting at which accounts are laid and that the Directors be authorised to fix their remuneration".

The Ordinary Resolution was proposed by Dr Ian Surgeon and seconded by Dr Philip Hawthorne.

The resolution was carried by a majority vote.

The AGM concluded at 17.00 hrs.

Signed: _____
Dr John McAdoo, President

Date: _____