

**Minutes of the Annual General Meeting of the
Melanoma Network of New Zealand Incorporated (MelNet)
Conway Rooms, Te Pae Convention Centre, Christchurch
2.10 – 2.25 pm Saturday 11 May 2024**

Members Present:

Gary Duncan (Meeting Chair), Chris Boberg, Abbie Cameron, Amanda Oakley, Jody Jordan, Susan Seifried, Richard Massey, Brigitte Meehan, Bronwen McNoe, Graham Macdonald, Sean Thomson, Ceridwen Hutchinson, Tracy Fenton, Mohamed Bahr, Jeat Lee, Sam Mayhew, Laura McNabb, Caroline Eagle, Susan Millmow, Jeremy Maarschalk, Jochen Clemens, Michael Morrison, Dan Butler, Pleayo Tover, Andrew MacGill, Alexandra Goldkorn, Tracey Zeelie, Keith Monnington, Julia Racle, Bee Hildick-Smith, Scott Barker, Sonja Bodley, Edie Pont, Michel Nieuwoudt, Jenny Lawrenson, Cris Print, Dylan James, Sally Langley, Katie Maver, Hayley Williams, Katy McPherson, Lauren Jephson, Becky Upston, Nicki Hobbs, Desma Dawber, Jenni McWhannell, Stefanie Larson, Annemarie Caister, Eve Fitzgerald, Catherine Meaclem, Franz Strydom, Shontelle Townson, Stacey Forbes, Helen Crombie, Steve Delany, Heather Hurring, Daniela Vanousova, Marion Peat, Katrina Patterson (CEO and minute taker)

Apologies:

Annie Wong, Megan Chapman

1. Welcome, apologies and proxies

Gary Duncan, Co-Chair of the Executive Committee, welcomed those present to the Annual General Meeting of MelNet. Apologies were noted. There were no proxies.

2. Draft minutes of 28 November 2023 Annual General Meeting

The draft minutes of the 28 November 2023 meeting were approved. (Moved: Chris Boberg, seconded: Amanda Oakley, Approved: All). There were no matters arising.

3. Report of the Executive Committee Chair

Gary Duncan, Meeting Chair, spoke to the circulated report of the Executive Committee Chair.

The report presented was approved (Moved: Amanda Oakley, Seconded: Chris Boberg, Approved: All).

4. Statement of Accounts

The statement of accounts for the period 1 January to 31 December 2023 was presented.

The accounts presented were approved. (Moved: Gary Duncan, Seconded: Jody Jordan, Approved: All).

5. Conflicts of Interest Register

A register documenting conflicts of interest declared by MelNet Officers was presented.

6. Remits

Remit A: The Meeting Chair spoke to the circulated remit requesting that Chris Boberg and Richard Massey be eligible for re-election to the 2024/25 Executive Committee.

The remit was accepted (Moved: Gary Duncan, Seconded: Jody Jordan, Approved: All)

7. Election of Executive Committee

The Meeting Chair spoke to the circulated document *Introducing the MelNet Executive Committee Members and Candidates for 2024/2025*. As outlined, members are elected for a two-year term; those to serve the second year of their term without requiring election were Abbie Cameron, Bronwen McNoe, Gary Duncan, Jody Jordan and Richard Martin.

The Meeting Chair explained that eight candidates had been nominated for election by 5.00 pm on 29 April (the deadline required by the Rules). Those nominated were Amanda Oakley, Annie Wong, Chris Boberg, Keith Monnington, Richard Massey, Sam Mayhew, Susan Seifried and Dan Butler.

All eight candidates were approved. (Moved: Gary Duncan, Seconded: Jody Jordan Approved: All).

8. General business

There was no general business.

9. Acknowledgements and Closing

The Meeting Chair acknowledged Amanda Oakley's remarkable contributions, highlighting her courses as a cornerstone of MelNet's financial success.

He acknowledged Megan Chapman who stepped down from the Committee after many years of service, and Susan Seifried for her exceptional leadership of the Quality Statements.

He extended heartfelt thanks to David Whiteman for his support of MelNet and skin cancer in New Zealand and expressed appreciation for the hard work of the operational team.

Finally, he thanked sponsors for their ongoing support, members in attendance and the wider membership for their continued passion and dedication.

Chris Boberg thanked the Meeting Chair for all his hard work.

The meeting closed at 2.25 pm.

These minutes were ratified at the Annual General Meeting of the Melanoma Network of New Zealand Incorporated, held online on Tuesday 8 April 2025.