

**Draft Minutes of the Annual General Meeting of the
Melanoma Network of New Zealand Incorporated (MelNet)
Online via Zoom
7.30 – 8.05 pm Tuesday 8 April 2025**

Members Present:

Gary Duncan (Meeting Chair), Chris Boberg, Cris Print, Jeat Lee, Amanda Oakley, Keith Monnington, Will Hunt, Sam Mayhew, Susan Seifried, Marion Peat, Victoria Francis, Abbie Cameron, Jody Jordan, Dan Butler, Richard Martin, Annie Wong, Richard Massey, Katrina Patterson (CEO and minute taker)

Apologies:

None

1. Welcome, apologies and proxies

Gary Duncan, Co-Chair of the Executive Committee, welcomed those present to the Annual General Meeting of MelNet. Introductions were made. There were no apologies or proxies.

2. Draft minutes of 11 May 2024 Annual General Meeting

The draft minutes of the 11 May 2024 meeting were approved. (Moved: Gary Duncan, seconded: Susan Seifried, Approved: All). There were no matters arising.

3. Report of the Executive Committee Co-Chairs

Gary Duncan, Meeting Chair, spoke to the circulated report of the Executive Committee Co-Chairs, with input from various members of the Executive Committee.

He acknowledged the contributions of Amanda Oakley, whose efforts in delivering early detection education on behalf of MelNet have been invaluable; Annie Wong and Jody Jordan for the expert clinical insights they have provided to Pharmac on funding of additional melanoma therapies; Susan Seifried for her dedication to maintaining the Quality Statements; and all others who have supported MelNet over the past year.

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

4. Statement of Accounts

The statement of accounts for the period 1 January to 31 December 2024 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. Resolution to rebrand to Skin Cancer New Zealand

The Meeting Chair spoke to the circulated resolution to rebrand MelNet to Skin Cancer New Zealand. Susan Seifried and Cris Print expressed their support for this move.

The resolution was accepted (Moved: Gary Duncan, Seconded: Susan Seifried, Approved: All)

7. Resolution that the election of the Executive Committee be deferred

The Meeting Chair spoke to the circulated resolution to defer the election of the Executive Committee until later in the year, following a review of the Constitution.

Richard Martin commented that he felt the Committee was too large, and other governance structures should be considered, such as clinical advisory groups.

The resolution was accepted (Moved: Gary Duncan, Seconded: Chris Boberg, Approved: All)

8. General business

Will Hunt spoke to his research on wide local excision practices among dermatologists worldwide. Those in attendance suggested it would be worthwhile to extend this research to surgeons and GPs with advanced skill sets.

9. Acknowledgements and Closing

The Meeting Chair thanked Marion Peat and Katrina Patterson for their efforts over the past year, and the Executive Committee who generously contributed their time and expertise.

Katrina Patterson thanked the members of MelNet for their ongoing support, and Chris Boberg and Gary Duncan for their ongoing leadership.

The meeting closed at 8.05 pm.