

Minutes for meeting held: Sunday October 12, 2025

Our Mission: To engage and empower our members to advance and promote excellence in perioperative practice through all professional standards.

Quorum – as per the Constitution 33.1 the number of full members and life members (see section 34.2) present that is equal to double the number of management committee members in office at the time plus one (1).

1. Meeting opened

ACORN Qld President Ann-Maree Layton opened the meeting at 0924 hours by acknowledging the traditional owners on whose land we met, paying respect to all Aboriginal and Torres Strait Islander people, elders, past, present and emerging.

2. Approval of agenda

Proposed: Kathryn Herrick

Accepted: Caroline Hoyle

Seconded: Bonnie Ryan

No additions made to the agenda

Vote called: Approved

3. Attendees

Aniela Setiawan

Ann-Maree Layton (Chair)

Beth Keogh

Bonnie Ryan

Caroline Hoyle

Cathy Saxby

Deborah Morgan Purrer

Denise Hutchison

Elaine Nachmann

Evan Dawson

Geraldine Evans

Imelda Amora

Justine Vost

Kathleen Johns

Kathryn Herrick

Marni Chislett

Megan Johnstone

Megan Nicholson

Melanie Jones

Melita Gilpin

Michelle Dawson

Michelle Matthews

Patricia Sinnamon

Rebecca Lablack

Shirley Lockie

Simone Ohlin

Tate Laycock

Tina Muller

Ting-Yu Chen

Wendy Thrussell

4. Apologies

Nicole Dunne

Ruth Melville

5. Confirmation of minutes from 2024 annual general meeting

Accepted: Caroline Hoyle

Seconded: Imelda Amora

No amendments made to the minutes

Vote called: approved

6. Standing business items

6.1 Acknowledgement of life members present

Nil life members were present

The chair acknowledged our life members.

6.2 Identification of new life members

Nil

6.3 Constitution

No requirements to amend.

7. President's report

Ann-Maree Layton presented the 2025 president's report as emailed to members via Member Jungle.

Accepted: Justine Vost

Seconded: Kathleen Johns

Vote called: Accepted

8. Secretary's report

Kathryn Herrick presented the 2025 secretary's report as emailed to members via Member Jungle.

Accepted: Melita Gilpin

Seconded: Justine Vost

Vote called: Accepted

Correspondence

Nominations received for committee membership:

- Kathryn Herrick
- Megan Nicholson
- Nicole Dunne
- Bonnie Ryan
- Shirley Lockie

9. Treasurer's report

9.1 Financial statement

Ann-Maree Layton presented the Treasurer's report on behalf of Nicole Dunne as emailed to members via Member Jungle.

ACORN Qld is classed as a small association with current assets under \$300 000 and annual revenue less than \$150 000. Due to unforeseen circumstances the auditor an auditor has not been appointed for the 2024-2025 financial year. For complete transparency a report compiled by our accountant was provided for members. Ann-Maree Layton presented the 2024/2025 financial statement as emailed to members via Member Jungle.

- Accepted: Simone Ohlin
- Seconded: Bonnie Ryan
- Vote called: Accepted

9.2 Appointment of auditor

Ann-Maree Layton proposed that ACORN Qld appoint an auditor for the next financial period.

- Accepted: Bonnie Ryan
- Seconded: Caroline Hoyle
- Vote called: Accepted

10. ACORN Qld Director

Ann-Maree Layton proposed that per diem payments to ACORN Director increase from \$100.00 to \$250.00 when attending ACORN Board meetings in recognition of the current financial climate.

- Accepted: Kathleen Johns
- Seconded: Melita Gilpin
- Vote called: Accepted

11. Thank you to the outgoing committee members (as per constitution):

- Kathryn Herrick – Secretary
- Megan Nicholson – Committee member
- Michelle Matthews – Committee meeting
- Nicole Dunne - Treasurer

12. Election of general ACORN Qld Inc. management committee positions

12.1 Nominations

Nominations received via committee nomination form prior to 5pm October 10, 2025 were:

- Bonnie Ryan
- Kathryn Herrick
- Megan Nicholson
- Nicole Dunne
- Shirley Lockie

No nominations were received from the floor.

Ann-Maree Layton declared that these nominations have met requirements and in accordance with the constitution proposed that all nominees be elected to the ACORN Qld management committee and join existing members.

Vote called: Accepted

Existing committee members:

- Ann-Maree Layton
- Marni Chislett
- Patricia Sinnamon
- Simone Ohlin

13. Election of Secretary

The Chair advised that the office of Secretary will be appointed at the next committee meeting. Kathryn Herrick was invited to act as Secretary in the interim to which she agreed.

14. Next AGM:

October 10, 2025 (to be confirmed)

Venue and time to be confirmed.

15. Meeting closed: 0939 hours

The above minutes have been confirmed as a true and accurate record of proceedings.

Chairperson's name: Ann-Maree Layton

Date: to be confirmed at next AGM

Unconfirmed