



2014 AGM 9 May 2014

5:00 to 6:00pm

Room 5

Gold Coast Convention Centre

Chair: Terry Swanson

Evidence: Keryln Carville

Membership: Geoff Sussman

General: Di Smith

# Program:

- 5:00 to 5:15 pm registration and seating
- 5:15 welcome and commencement
  - Apologies
- Motion to Accept Minutes from 2013 AGM
- Chair's report: T. Swanson
- Secretariat's report: K. Carville
- Motion to accept MOA Schofield
- Treasurer's report: G. Sussman
- Election:
  - Vice Chair: 1 nomination
  - Treasurer: 1 nomination
  - General committee: 1 nomination
- Acknowledgements
- Close 5:30pm

# IWII Annual General Meeting, 2<sup>nd</sup> October 2013, Cork Ireland

## Minutes

- Officers present - This Annual General Meeting was chaired by Theresa Swanson (Chair). Other committee members present were David Keast (Treasurer) and Georgina Gethin
- 
- Motion to approve minutes of 18<sup>th</sup> March 2012: This was approved and seconded from the floor
- 
- Treasurer's report: This was presented by David Keast and the IWII was approved to be at a zero cash balance in anticipation of the change of secretariat (see point 6 below)
- 
- Resignations: David Leaper (secretary) and resigned from the IWII committee with immediate effect – This resignation was accepted with regret and his contribution acknowledged
- 
- No new committee members were nominated:.
- 
- Change of secretariat services: A motion was put forward to change secretariat services from those supplied by Opencity Limited to Schofield Healthcare Media. This was approved and seconded from the floor
- 
- IWII Secretariat Services
- Roland Renyi for
- **International Wound Infection Institute**



Motion:

That the 2013 IWII AGM minutes be accepted.

Moved:

Seconded:



# THE INTERNATIONAL WOUND INFECTION INSTITUTE

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Chair Report

Terry Swanson



# Chair report:



- Terms of reference
- Position Descriptions
- Teleconference bimonthly
- Secretariat services
- Project priorities
  - Unraveling slough
  - Pain in wound infection
  - Appropriate use of antimicrobials
  - Education material for clinicians and patients
- TIME: update
- Top 10 tips
- Website redesign



# THE INTERNATIONAL WOUND INFECTION INSTITUTE

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Secretariat Report

Keryln Carville





## What is the IWII?

- Inclusive and multidisciplinary
- 1,700 members from over 20 countries – membership is free
- Aims to inform and educate specialist and generalist practitioners in wound infection prevention and management for improved outcomes
- Provides evidence and guidance to practitioners





# The IWII Committee

- Chair – Terry Swanson, NP, Australia
- Vice Chair: Currently vacant
- Secretary – A/Professor Joyce Black,, USA
- Treasurer – Dr David Keast, Medical Director, Canada
- Education – Jacqui Fletcher, Project Director, UK
- Evidence – Professor Keryln Carville, Australia
- Research – Professor Gregory Schultz, USA
- Membership – A/Professor Geoff Sussman, Australia
- Translations – Dr Jose Contrearas, Dermatologist, Mexico
  
- General – Dr Marc Depatis, Vascular Surgeon, Canada – Dr Georgina Gethin, Ireland – Jennifer Hurlow, NP, USA – Dr Diane Smith, Australia



## IWII Activities

- Reviewed, revised and extended the 2004 TIME principles document – published in the IWJ, 2013 (translations soon to be available)
- Published articles in international wound journals
- Endorses and supports relevant work
- IWII is regularly asked to participate in numerous international congresses



## IWII Secretariat

- Managed by Schofield Healthcare Media
- Key responsibilities include:
  - Website management – maintaining existing resources and uploading new content
  - Seeking funding for website/projects
  - Managing membership database
  - Providing general support duties to the committee



# IWII Website

- Wealth of materials, with a focus on the latest evidence, research, and education in wound infection prevention and management.
- Available resources include:
  - a curriculum outline on wound infection
  - a comprehensive matrix of evidence
  - an international consensus paper on infection
  - reviews and commentaries
  - views and commentaries
  - update on the latest publications in the field
- Membership information



## The future

- Website is undergoing a redesign (June 2014)
- New site more accessible and user-friendly – aimed at raising awareness and building international membership
- AGM – Launch new project on unravelling slough
- Further topical projects planned
- Seeking support from sponsors to aid further development and dissemination of work



## To become a member

Please contact Kathy Day (secretariat)  
[kathy.day@woundsgroup.com](mailto:kathy.day@woundsgroup.com)

**Help us to keep the website up to date**

Send us your news, share best practice and latest updates on wound infection and related issues

<http://www.woundinfection-institute.com/>



## Motion:

That the IWII committee and members accept the MOU submitted by Schofield Healthcare Media Inc. (SHML)

Moved:

Seconded:



# TREASURERS REPORT AND ELECTION

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Geoff Sussman





# Finances



• <b><u>IWII Financial report for the period: October 2<sup>nd</sup> 2013 to 2<sup>nd</sup> May 2014</u></b>		
•		
• <b>1. Cash position as at 2<sup>nd</sup> October 2014</b>		£ 0.00
•		
• <b>2. Expenditure in the period*:</b>		
•       - Selesti Limited (website developers)	£2,760.35	
•       - Bettina Vine (Freelance – to populate site)	£ 360.00	
•		
• <b><u>TOTAL EXPENDITURE</u></b>		<b><u>£3,120.35</u></b>
•		
•		
•		
• <b>3. Income during period</b>		
•		
• Unconditional grant from Martindale Pharma	£2,500.00	
• Unconditional support grant from SHML		£ 620.50
•		
• <b><u>TOTAL INCOME</u></b>		<b><u>£3,120.35</u></b>
•		
•		
•		
• <b><u>4. Current financial position</u></b>		<b><u>£ 0.00</u></b>
•		



# Election

- Vice Chair: unopposed: David Keast (Canada)
- Treasurer: unopposed: Geoff Sussman (Australia)
  
- General committee: Donna Angel (Australia)
  - Nominated: T Swanson
  - Seconded : Keryln Carville



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**Thank you to resigning committee members**

- Val Edward-Jones UK
- David Armstrong USA
  - Richard White UK
- Heather Orstead Canada

# Acknowledgements

- Kathy Day and Rob Yates: Schofield
  - Reports and power point design and flyer development
- Stuart Riley: B Braun
  - Financial support for AGM printing
- John Panuccio: AMCLA
  - Financial support for AGM catering

