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\textsuperscript{nd} 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\textsuperscript{th} 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

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

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

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

Geoff Sussman
# Finances

- **IWII Financial report for the period: October 2\textsuperscript{nd} 2013 to 2\textsuperscript{nd} May 2014**

- 1. Cash position as at 2\textsuperscript{nd} October 2014  
  £ 0.00

- 2. Expenditure in the period*:
  - Selesti Limited (website developers)  
    £2,760.35
  - Bettina Vine (Freelance – to populate site)  
    £ 360.00

  **TOTAL EXPENDITURE**  
  £3,120.35

- 3. Income during period
  - Unconditional grant from Martindale Pharma  
    £2,500.00
  - Unconditional support grant from SHML  
    £ 620.50

  **TOTAL INCOME**  
  £3,120.35

- 4. Current financial position  
  £ 0.00
Election

- Vice Chair: unopposed: David Keast (Canada)
- Treasurer: unopposed: Geoff Sussman (Australia)

- General committee: Donna Angel (Australia)
  - Nominated: T Swanson
  - Seconded: Keryln Carville
To become a member

Please contact Kathy Day (secretariat)

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/
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