

COSA Neuroendocrine Tumours Group

2023 Annual General Meeting



Wednesday 1 November 2023
Melbourne Convention & Exhibition Centre
MINUTES

AGENDA ITEM	ATTACHMENT	CHAIR
Time began: 12.35pm; Time finished: 12.55pm (AEDT)		
1. Welcome and Acknowledgement of Country		DC
Attendees: Nigel Frame, Erin Laing, Nick Pavlakis, David Chan		
2. Apologies and Conflicts of Interest		DC
Nil		
3. 2021 AGM Minutes	Att 3.1 NETs AGM Minutes 2021	DC
All present endorsed this as an accurate version of what transpired.		
4. Executive Committee Membership		DC
DC: Four year terms finished for members and chair. The Terms of Reference would state that these positions are up for nomination. Delayed slightly upon consultation with CEO to ensure completion of guidelines. Will discuss with Executive Committee, but likely leading to call for EOIs in new year.		
5. Update on 2023 Activities		DC
DC: NET guidelines published on MAGICapp in Oct 2023. Showed this on computer during the meeting. Thanked writing group for their contribution and patience. https://www.cancer.org.au/clinical-guidelines/neuroendocrine-neoplasms-nens Discussed future activities in terms of keeping NET guidelines up to date. Suggested 5 yearly formal review. NP: Yearly informal review amongst chapter writing groups may help keep up to date whilst not imposing unachievable workloads. EL: Supports 5 year formal review.		
6. Plans for 2024 Activities		DC
a) Peer-reviewed manuscripts x2 based on NET guidelines – DC to coordinate this. b) Cardiology – DC has received an approach regarding a national consensus guideline on carcinoid heart disease. Executive Committee will be meeting with suggesting members to discuss way forward. NP: Consider practical guide for surgery in patients with CHD as another concept.		
7. COSA ASM Highlights		DC
EL: Nutrition poster		
8. Other Business/Q & A		DC
Nil raised		
9. Next Meeting (TBC)		DC
AGM at 2024 COSA conference		