

Minutes of Annual General Meeting

for the

Zoe Medical Foundation

held via Zoom Internet
on
Saturday 14th January 2023

1. Opening

1950hrs Melbourne, 1920hrs Adelaide, 1050hrs Lilongwe.

2. Present

Amanda Ruler (Chair), Catherine Elder, David Elder, Jack Etete.

3. Confirmation of Minutes

From previous AGM held Saturday 6th November 2021.

Accepted as a True Record – Proposed: Catherine Elder
Seconded: David Elder
CARRIED

4. Financial Report

David Elder summarized the Report for the financial year 2021/22

Income:	\$11,155.00
Outgoings:	\$14,433.62
Deficit:	\$ 3,278.62

The Outgoings were	\$
1. Contributions to Zoe Med Centre	12,700.00
2. Fees to Western Union and PayPal	109.62
3. Secure eHost for Website maintenance	521.00
4. Transport of disposables to Malawi	1,103.00

Westpac Bank reconciliation:

Opening balance 1/7/2021:	\$4,068.57
Closing balance: 30/6/2022:	\$809.43

David Elder proposed that the Finance Report be accepted.
Seconded by Amanda Ruler.
CARRIED

5. Report from Malawi

Jack Etete outlined limitations on monthly Outreach Clinic work due to lack of funding. However regular clinics have been held at Mkombe Village, and last month was successful due to a one-off donation from Amanda Ruler which allowed purchase of more pharmaceuticals. The medical firms were previously donating near-expired medications but this is no longer occurring, so the medications have now to be purchased. Jack is using the monthly donation from Zoe Foundation to maintain supply of hypertensive and diabetic medications to a number of regular patients.

Jack expressed thanks for the funding from Zoe last month which allowed purchase of a replacement vehicle.

A property has come on to the market at Salina, 20km north of Lilongwe, which has been used as a tourist lodge. Jack feels this would provide an ideal location for the Zoe Medical Clinic and a base for Outreach Clinics.

Patients could be charged a fee which would raise money for the running of the Centre, Nursing Salary, Laboratory Technician and funding of Outreach Clinics. Jack has spoken to an Accountant and also his Bank Manager. However the bank will not provide funding for start-ups.

Discussion occurred regarding the need for a Business Plan. There would be a financial need for initial renovations as well as Council Rates and other running expenses. Perhaps an approach to International Aid Agency such as Oxfam may be an option.

Jack mentioned the original idea last year of building a Zoe Clinic near to Jack's home with production of bricks having been undertaken. The previous Clinic location had to be relinquished due to increase in rental and is now located temporarily at NorthWest Mission.

Jack's current contract with Partners In Hope Hospital will continue until December 2024.

David will research the web for a suitable business plan template. Jack will enquire from Oxfam Malawi regarding their position on local health funding. Catherine will enquire with the Australian Communities Foundation regarding business plans.

Jack Etete was called away from the meeting at 1955hrs (Adelaide Time)

6. Election of Office Bearers.

Office Bearers need to change every 3 years.
We are currently in the second year of the cycle

Chairperson: Amanda Ruler

Secretary: Catherine Elder

Treasurer and Public Officer: David Elder

Committee Member: Jack Etete

The Chairperson, Amanda Ruler, confirmed the election of the above members.

7. Other Business.

Fund Raising

Amanda sought suggestions regarding ways of raising funds. She will put together a story about Dr Jack Etete and his work which could be published and used in a fundraising campaign. The business plan could also be incorporated into this process in some way. Catherine will contact Australian Communities Foundation for suggestions regarding ways in which we could link up or develop a funding process.

8. Closure

2035hrs Melbourne, 2005hrs Adelaide, 1135hrs Lilongwe.