Palliative Care Research Society
Annual General Meeting

Date: Friday 14th March 2014 at 2 pm.
Held @ PCC Conference Harrogate

1 Welcome  Barbara Jack chair of PCRS welcomed everyone to the meeting


Apologies: Jo Bayly, Sonja McIlfatrick

3. Minutes of the last meeting: June 2013, one spelling mistake corrected in item 4 then agreed.

4. Matters arising not otherwise covered: none

5. Chair’s Business:
Barbara Jack reported changes of the executive committee, Erna
Haraldsdottir term of office has come to an end and Sally Boa will take
over as secretary, Jane Hopkinson term of office has also come to an end
and Sonja McIlfatrick will take over as treasurer. Barbara thanked both
Erna and Jane for their service. Barbara welcomed on to the committee
Ruth Isherwood who is a medical consultant in palliative care and will be
PCRS link with APM. For continuity Barbara will stay as chair until 2016.

PCRS will be chairing the PCC in 2018.

Barbara highlighted membership benefits. Online subscription to BMJ
Supportive and Palliative Care has been very well received by members.
Website is up and running and updated regularly, newsletter comes out x2
year, we have had very positive comments in regards to the content of
the newsletter. Barbara welcomed suggestions for next newsletter which
will be in July. Google account has been closed as agreed as we have
Facebook and twitter account. Members are reminded that they have to
‘like’ regularly posts on the face book pace to continue to see activity on
the page. Members are also reminded to follow the PCRS Twitter and
PCRS follows all PCRS members and retweets as relevant from members
on the PCRS twitter.
Master classes
Master classes are now held every year in different areas of the country instead of having biannual PCRS conferences. 4 master classes were held over last year and all went very well. Master classes are run at low cost and organized regionally. Master classes will continue to run in 2014/2015. Members are encouraged to think about topics for master classes in their area.

PCRS membership is steadily increasing and the society is financially stable.

6. Treasurers report
Jane Hopkins reported that the Palliative Care research society is in a financially secure position. Current bank balance is £45,423. In the year Jan 2013-Jan 2014, reserves have been maintained to both sustain the organization in the unlikely event of a Palliative Care Congress running at a loss and to ensure that business could continue for a period of at least 12 months if there was not additional income. The society is also in the pleasing position of considering how to use surplus funds to further development of the PCRS website and support of regional training events.

Membership fees have remained unchanged in the year ending 31st December 2013. Membership numbers continue to increase.

The changes implemented in 2012 to safeguard a positive bank balance have continued to be effective. These measurements include the introduction of regional scientific meetings (rather than single UK wide meeting), reduction of administrative cost and, with the help of Compleat Conference Service, revise the process for managing membership database and how we request and follow-up non-payment of membership fee. Compleat continues to maintain up-to-date membership and financial databases.

Jane thanked members of the Committee for their continued support in maintaining a healthy financial position for the PCRS. Jane’s term of office has come to end and she wished Sonja all the best in her new role.

7. Secretary report
Erna Haraldsdottir term of office has come to an end and she is handing over to Sally Boa. Erna wished Sally Boa all the best in her new role. Erna thanked members of the executive committee for their work on raising PCRS profile and communication through Facebook, twitter, website and Gmail.

8. AOB
Discussion took place as to how best to spend surplus. One idea is to offer funding as a contribution to attend the PCC conference 2016. Perhaps with special focus on nurses and AHP who often cannot access any other funds to attend. It is agreed that funding members to attend PCRS master class and/or PCC reflects the aims of the society. Successful applicants could do a report for the PCRS newsletter. There needs to be system to assess applications and make sure the process is fair. Two different options are raised in terms of amount, either have higher amount for few or smaller
amount for more members. The Executive committee will consider these suggestions at their next meeting.

9. **Date of next meeting.** 2015, telephone conference.