**Minute of EC meeting on 23rd August 2020**

It was a ZOOm EC meeting presided by Dr Shaila Islam and conducted by Dr Farhan.

**Present:** EC members- Dr Shaila, Dr Rashid, Dr Mirjahan, Dr Farhan, Dr Faizur Reza, Dr Jasim, Dr Halim, Dr Motiur, Dr Reza Ali, Dr Jessie, Dr Iqbal, Dr Shafiqul Majumdar, Dr Jesmin, Dr Asad Shams, Dr Amin Mutasim, Dr Esha

Advisory/benevolent committee members-Dr Shareef, Dr Sabbir & Dr Zahid

**Apologies**: Dr Jannatun, Dr Najmun, Dr Ishrat, Dr Khaled, Dr Shafiqul Bar, Dr Rafiq

**We discussed on following issues**

1. **Annual General Meeting (AGM)**

 Date-10thOctober 2020 & Time-Evening

 Venue-Liverpool Catholic Clu

 Venue has been booked for 50-60 members; however, numbers can be increased if needed.

 Strict Covid restrictions will be followed including temp check, hand hygiene, use of face

 mask and safe distancing. May also need Covid guard/personnel. Likely venue will have it

 own protocols.

 ZOOM facility will be kept if members want to join the meeting through Zoom (As per

 advice by Dr Reza Ali)

 If situation deteriorates and NSW Govt does not allow public gathering, then AGM will be

 arranged through ZOOM meeting

1. **Expression of interest for new EC**-Members will be informed by election commissioner via email six weeks before the AGM and will be requested to express their interests to join the Executive Committee.
2. **Renewal of membership**-All members will be requested via email to renew their memberships.
3. **Last EC meeting-** Another EC meeting will be held on the last W/Es of September’2020. Formation of new Executive Committee will be the main discussion issue.

Likely Venue-Uniting Church, Lakemba.

1. **Covid Global Fund Collection and donation to Bangladesh-** Nearly $18,000 has been collected from all over Australia. Dr Shaila expressed her thanks to the members/people who donated for the fund. Dr Faisal gave an update about current Covid situation & hospital facilities in Bangladesh. Decision was made to donate 2 HFNPs and 3 CPAP machines to Cancer Hospital at Mirpur. It will have a dedicated ward for health care staffs and may also for their immediate family members. It is a non-profitable organisation. The hospital is nearly finishing its construction including central O2 supply and it is also recruiting intensivists, doctors & nurses.

Dr Golam Mohiuddin Faruq-Co-founder of the hospital will be happy to update us after completion of the hospital.

1. **Help for flood affected people in Bangladesh-** Dr Amin proposed to donate flood affected people in Bangladesh. A few other members also agreed with the proposal. Decision was made to donate $ 5,000 from our BMS fund. Members will be requested to donate to our BMS account. Dr Amin and Dr Asad will co-ordinate the process including collection from members and donation to Bangladesh through NGOs

Dr Shaila concluded the meeting by giving thanks to everyone.