

Inaugural General Meeting of The Master Surgeon Trust

2pm, 23/03/2013

Present: Dev Mittapalli, Kasun Wanigasooriya, Edward Rawstorne, Bhagya Lhakshmi, Adnan Darr

AGENDA

Constitution and Charity Status

Election of Committee

Board of Directors

Schedule of future meetings

Plans for the Website

Plans for Courses

Advertising

CONSTITUTION AND CHARITY STATUS

The draft constitution was supplied by Dr Wanigasooriya. The detail was discussed. It was accepted as the constitution for The Master Surgeon Trust and signed by the present members. Dr Wanigasooriya will continue to apply for charity status with the backing of the Committee. The logo was accepted unanimously.

ELECTION OF COMMITTEE

The following members were elected to the roles by the committee present.

Chairman - Dev Mittapalli

Vice-Chair - Edward Rawstorne

Treasurer - Kasun Wanigasooriya

Secretary - Bhagya Lakshmi

Chief Moderator of content and and publicity - Adnan Darr

BOARD OF DIRECTORS

The board of directors were appointed by the committee to be responsible for content on the website

General - Edward Rawstorne, Kasun Wanigasooriya

ENT and Maxillofacial - Adnan Darr, Bhagya Lakshmi

Radiology Bhagya Lakshmi

Orthopaedics - outside member to be approached by Mr Mittapalli, with oversight from Mr Edward Gee

Vascular - outside member to be approached by Mr Rawstorne

Further directors of the board to be appointed as necessary through the year with agreement from the Committee.

SCHEDULE OF FUTURE MEETINGS

It was agreed that there would be an annual AGM in line with the constitution. There will be 3 monthly committee meetings to further the work of the Trust

PLANS FOR THE WEBSITE

1) Online questions are still required. Dr Wanigasooriya has developed an online portal for uploading questions. It was agreed that questions should be seen by two members of the committee prior to publication via this portal. If someone new contributes a question it was agreed that this should be sent by email and put onto the portal by a member of the committee, rather than the new contributor.

2) Feedback Emails from users of the site should be sent to the secretary who would seek advice from other members of the committee if she felt it necessary. A feedback email address would be added to the contact us page.

3) It was agreed an upcoming conference section would be useful, and while there is some functionality on the calendar section, Dr Wanigasooriya would make it more prominent on the site

4) It was agreed that an operation section that provides concise steps of common operations would be added. Content would initially be contributed by Mr Mittapalli and Mr Rawstorne. There is an option to add videos if thought necessary in the future.

PLANS FOR COURSES

It was agreed that a core training interview course and a radiology for surgical trainee course should be designed.

The committee is aware that Dr Darr is in the process of designing a course and the committee would be in discussion regarding associating The Master Surgeon Trust with it.

ADVERTISING

It was agreed that The Master Surgeon should be more widely advertised now the site content is growing. Mr Rawstorne will draft an email to be sent to contacts at UK medical schools. Committee members will raise awareness using Facebook and other social networking.

Close.

Minutes by Edward Rawstorne