Regional Meetings

**NSW ASSOCIATION:** 3rd Wednesday of month (Feb - Nov) Next meeting 16th October

**NEWCASTLE:** 3rd Tuesday. Monthly
Mayfield Bowling Club Ingall Street Mayfield
Start 12.30 -2.00 Contact John Lovett
(02) 4954 8308
johndawnlovett@optusnet.com.au

**NORTHERN RIVERS:** 4 times annually in Lismore. Contact Speech Pathologist Allison Grady (02) 6629 4523 or (02) 6620 21 57

**ALBURY:** Meets alternate months from February. Contact Tanya Dawe- Speech Pathology Manager Phone 02 60584565, Mobile 0409543653
Email tanya.dawe@awah.org.au

**MID NORTH COAST:** The Colonial rooms
Behind Saint Thomas’s Anglican Church Hay St Port Macquarie Last Wed of March. June. September. & 1st Wednesday
December. Contact (02) 65801828

**CENTRAL COAST:** 3rd Thursday of the month, Cancer Council Community Hub, The Hive, Erina Fair 10am –12 noon. Head and neck cancer nurse (02) 4320 9823
Cancer Council 4336 4500
Facilitator Gary Marr 0412 262 145
gsm18@live.com.au

**COFFS / CLARENCE:** Shearwater Lodge, Coffs Health Campus. 2pm every 3rd Thursday, Bi-monthly
Contact Melissa Parish 02 6656 7606
melissa.parish@ncahs.health.nsw.gov.au

Minutes of Meeting of 18 SEPTEMBER 2019.

Laryngectomee Association of NSW Inc.

The Meeting held at Level 1, Sydney Mechanics School of Arts, Pitt St, Sydney, commenced at 10:52am with the President, Les Byrnes occupying the Chair & welcoming members.

Attendance

Laryngectomees
Les Byrnes, Nigel Balm, Vicky Pedras, Greg Joss, Peter Tierney

Non-Laryngectomees
Glen Williams, Yvonne Byrnes, Glenda Tierney, Carol Gardner

Apologies
Cathy Edwards, John Chaloner

Membership

New Members: Graeme Winter (Werrington), Steve MacDonald (Narrawallee)

Renewals: Vicky Pedras, Anne Marks, Allan McManus, Peter Dixon, Brian Hay, Donald Webster, Philip Richards

Minutes of Previous Meeting
Minutes of August meeting were read and adopted.
Secretary’s Report August 2019

Incoming Correspondence:
- RTS: Anthony Newberry (returned newsletter) Incorrect address
- George Southgate – receipts for producing Still Talking July edition
- Anne Marks – membership renewal
- Graeme Winter c/o Heather Burns – membership application
- Ed Brennan – redirected mail
- ACNC – Confirmation of change of LANSW Inc contact details
- George Southgate – receipts for producing Still Talking newsletter, August and September editions
- Commonwealth Bank – Statement 285, June to August (forwarded by Les Byrnes)
- Microsoft Office – confirmation of LANSW Inc authorisation to access Microsoft Not-for-Profit Portal

Outgoing Correspondence:
- Vicky Pedras – membership payment receipt
- George Southgate – float cheque

Administration:
Australian Charities and Not-for-Profits Commission – contact details have been updated and responsible person contact amended.
NSW Fair Trading – LANSW Inc Public Officer and change of address have been updated.
ABN – still awaiting confirmation of change of contact details.
Revision and update of Membership list – master member database created. In process of transferring past member history to digital platform.
Committee/Officer list – completed and on file
New Welcome Letter for new members – in review by committee.
Create not-for-profit administrator’s handover check list – still to complete
Review LANSW Inc Constitution – Work in Progress
Cloud storage solution: Microsoft have given authorisation to LANSW Inc to access their Not-for-Profit Portal. We now have 25 licenses. This allows us to access a variety of Microsoft packages, either free or at a greatly reduced monthly fee. This will allow us to choose from a variety of software package options for office bearers, committee members and/or future volunteer roles (either temporary or permanent) depending on the needs and requirements of the association. I will ascertain the requirements of the committee and set up in due course.

Treasurer’s Report August 2019
Claims
No claims
Financial Statement
Bank Account Signatories
I met with the local Commonwealth Bank manager and submitted the July meetings minutes. The manager supplied forms for the change of signatories, for Society Cheque Account and Trust Account. All Office Bearers that need to access bank accounts need to sign the forms including Les Byrnes, The president will authorise signatories. Nigel Balm, the treasurer will submit them to bank to update signatories and contact details. Future access to statements will be via online banking.

Debit Cards
During the meeting with bank manager we discussed possible use of Debit Cards for payments in addition to payments by society bank cheques. Owing to our requirement for two signatures, debit cards are not an option with this type of account. This would be possible if we switch to a Premium Business Account, but would need to maintain a minimum $15,000 balance to avoid fees. Options to be discussed with office bearers.

Bank Statement Reconciliation
Bank statements for June, July and August received. Cash book entries have been reconciled to 31 August 2019.

New Cashbook and Accounts Receivable Ledgers
I have introduced a new Cashbook and Accounts Receivable Ledger. The Cashbook tracks income and expenditure by item type and produces a monthly income statement and balance sheet. The Accounts Receivable Ledger will help us track member invoice payments.

Income Statements and Balance Sheets
Income statements for June, July and August and Year to Date are now available and submitted to committee. Balance sheets are also prepared for the same months.

LANSW Inc. Budget
After perusing LANSW Inc accounts it is apparent that we are spending more than we are receiving. For 2020, I will introduce a budget to assist the association in keeping expenditure in line with income. The budget will be based on income and expenditure during 2019.

Financial Viability
I can confirm LANSW Inc is in good financial health and will be in a position to cover costs for the rest of 2019.
<table>
<thead>
<tr>
<th>Income</th>
<th>June</th>
<th>July</th>
<th>August</th>
<th>YTD</th>
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<tr>
<td>Stoma Covers</td>
<td>0.00</td>
<td>0.00</td>
<td>60.00</td>
<td>420.00</td>
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<td>Shower Shields</td>
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<td>30.00</td>
<td>60.00</td>
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<td>Patient Supplies (General)</td>
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<td>0.00</td>
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<td>Membership Fees</td>
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<td>Association Donations</td>
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<td>0.00</td>
<td>0.00</td>
<td>415.00</td>
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<tr>
<td>Interest</td>
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<td><strong>Total Income</strong></td>
<td>157.50</td>
<td>30.00</td>
<td>150.00</td>
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<td>Sundries</td>
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<td><strong>Total Expenditure</strong></td>
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<td>335.83</td>
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Heat and Moisture Exchanger (HME) device lifetime

To maintain the humidification function of the HME, and to prevent growth of microorganisms in the HME, the HME must be replaced at least every 24 hours.

- The HME foam is covered in calcium chloride. This salt allows the foam to suck in moisture when you are breathing out and then re-use on your next breath in.
- This salt will dissolve over time due to the moisture in your breath.
- Studies prove that the humidification effect of the HME decreases only slightly during the 24 hour period, beyond this period, the performance decreases.
- Conditions like temperature and humidity, coughing and mucus production may cause a decrease of the salt at a faster rate.
- Rinsing or washing Calcium chloride is highly soluble in water (dissolves in water). This means that if the HME is rinsed in water, the calcium chloride (salt) will be removed from the HME.
- Treating the foam yourself The insertion of the calcium chloride in the HME foam is performed in a controlled process and in a controlled environment. The pharmaceutical grade calcium chloride has a very high purity. Treating the HME foam with impure chemicals or in a non-controlled environment, e.g. the home, may increase the risk of contamination.
- Extended use of HME’s The HME must be replaced at least every 24 hours and it must not be used beyond 24 hours from the start of usage. Using the HME for a short period of time and reusing it 24 hours after the initial usage increases the risk of infection.
Renewal of Membership

Name: ____________________________ Address: ____________________________
Postcode: ____________________________ Email: ____________________________

Annual subscription is $10

Post this form to The Treasurer of LANSW, Nigel Balm PO Box 443 Woy Woy, NSW 2256

Payment can be made by cheque or money order or by depositing funds into a Commonwealth Bank to account of LANSW BSB: 062 595 Account: 00905579. PLEASE ensure Bank transmits your name otherwise notify the Treasurer of your payment.

Ensure that LANSW have your current contact details.

Payment by internet does not require this form to be sent, but please include your name on transfer otherwise your membership will no be credited.

Please tick whatever applies

Cheque enclosed        Payment made to Bank: Date of Payment / /201
Money Order enclosed    I require a receipt
**Three men**, a philosopher, a mathematician and an idiot, were out riding in the car when it crashed into a tree. Before anyone knows it, the three men found themselves standing before the pearly gates of Heaven, where St. Peter and the Devil were standing nearby. "Gentlemen," the Devil started, "Due to the fact that Heaven is now overcrowded, St. Peter has agreed to limit the number of people entering Heaven. If anyone of you can ask me a question which I don't know or cannot answer, then you're worthy enough to go to Heaven; if not, then you'll come with me to Hell."

The philosopher then stepped up, "OK, give me the most comprehensive report on Socrates' teachings." With a snap of his finger, a stack of paper appeared next to the Devil. The philosopher read it and concluded it was correct. "Then, go to Hell!" With another snap of his finger, the philosopher disappeared.

The mathematician then asked, "Give me the most complicated formula ever theorized!" With a snap of his finger, another stack of paper appeared next to the Devil. The mathematician read it and reluctantly agreed it was correct. "Then, go to Hell!" With another snap of his finger, the mathematician disappeared too.

The idiot then stepped forward and said, "Bring me a chair!" The Devil brought forward a chair. "Drill 7 holes on the seat." The Devil did just that. The idiot then sat on the chair and let out a very loud fart. Standing up, he asked, "Which hole did my fart come out from?" The Devil inspected the seat and said, "The third hole from the right." "Wrong," said the idiot, "it's from my asshole." And the idiot went to heaven.

So there was this female business executive who was late for a meeting. She is going 65 on a street where the speed limit is 40. A cop pulls her over and says "ma'am, can I please see your license?" She says "I'm sorry, officer, but I got it revoked two years ago for drunk driving." His brow furrows and he straightens up. "Well, can I please see the registration of your car?" She says "I stole the car and I killed the driver; he's in the trunk." "Ma'am, DON'T MOVE, I'm calling for backup." He mutters furiously into his walkie-talkie... Five minutes later, half the squad pulls up, the Chief of Police walks over to the woman's window. "Ma'am, can I see your license?" he asks sternly. "Of course, officer," she smiles demurely and pulls out a license from her purse. He squints warily at it. "This looks legitimate," he mumbles. "Can I see the registration to this car?" She pulls it out of the glove compartment and hands it to him. "Ma'am, stand back!" He bangs open the trunk of the car and flinches: but it was completely empty... The woman brandishes a finger at the first cop and says accusingly, "And I'll bet that liar told you I was speeding too!!"

A dyslexic man walks into a bra.

Q. Why aren't koalas actual bears?
A. The don't meet the koalafications.

A guy goes into a lawyer's office and asks the lawyer: "Excuse me, how much do you charge?" The lawyer responds: "I charge £1,000 to answer three questions." "Bloody hell That's a bit expensive isn't it?"

"Yes. What's your third question?"

I tried to sue the airline for misplacing my luggage. I lost my case.

**Yesterday** I donated my watch, phone, and $500 to a poor guy. You can't imagine the happiness I felt as I saw him put his pistol back in his pocket.

**Just burned** 2,000 calories. That's the last time I leave brownies in the oven while I nap.

"Doctor, there's a patient on line 1 that says he's invisible" "Well, tell him I can't see him right now."