



General Meeting MINUTES OF MEETING 7:30 PM Monday, 14 March 2022

1. Meeting open

Meeting Opened By Anndrea Flint at 7:33 PM

2. Attendance & Apologies

Attended

Amy Curran
Anndrea Flint
Denise Harrison
Karen New (ex officio)
Kristin Hughes
Linda Ng
Melissah Burnett
Nicol Franz
Sarah Neale
Shelley Reid

Apologies

Samantha Lannan

3. Acknowledgment

The Australian College of Neonatal Nurses would like to acknowledge the Australian Aboriginal and Torres Strait peoples across the nation as the traditional custodians of the lands on which we live, learn and work, and honour elders past and present.

4. Confirmation of the minutes of the previous general meeting

Motions

The minutes of the meeting held on 10 Jan 2022 were a true and accurate record.

Status: Carried **Mover:** Karen New (ex officio) **Seconder:** Linda Ng

5. Business arising from the minutes of the previous general meeting

To-do list from March 2021:

- Non-member (lapsed, not joined) survey
- Review of constitution (ongoing)
- Correction of ABN Register details - pending
- ACNN plaque for new ACNN Fellow: Karen New to arrange for 2022
- EOI for parent support groups to contribute consumer input

6. Correspondence, for noting only

1. Jan 11: Correspondence with Daisy Foundation on ACNN becoming a supportive association.
2. Jan 21: Invitation to meet with Daisy Foundation online
3. Jan 28: Correspondence with Carmen Betteridge regarding Suicide Prevention Grant application.
4. Jan 28: Invitation to join National COVID-19 Clinical Evidence Taskforce (NC19CET)
5. Feb 9: Enquiry from Canadian neonatal nurse moving to Brisbane and requiring 450 hours of supervised practice to register with AHPRA.
6. Feb 28: Enquiry from member about referencing Neo-Skin SIG material - referred to SIG Committee.

7. Finance

1. Treasurer report: Karen reported that the current balance is \$482,888. Also noted that the term deposit account is almost due, after discussion it was decided that Karen would review the options for interest and recommend the one with the best yield, most likely a 6-month term. Outgoings included payment of outstanding balance to Nikki Abercrombie, and second payment for the Research SIG NNOM project.
2. Membership: Karen reported the current number of members is 989, with several joining this month even though it is close to the time for a full-year joining fee.
3. New ABN: discussion on this matter regarding whether it is necessary to register for an ARBN before applying for a new ABN so that the correct information would appear on the ASIC Business Register (separate to the Business Name Register). Shelley to follow this up with an accountant who had managed the application for a new ABN for another association incorporated in NSW, to clarify whether this is necessary.
4. Membership fees 2022: Karen asked the Executive to consider membership fees for 2022, and recommended keeping them the same. This proposal was agreed to by those present. Shelley reported that revising the constitution would allow for student members, which would allow a different fee to be set for them.
5. Scholarship expenditure: Karen had tracked the monies disbursed for scholarships in the last financial year and presented this data to the Executive.

8. Governance

1. ACNP MoU: Amy reported that the ACNP had sent a further revised MoU, and will forward it to the Executive for discussion.
2. NNOM project: no report received.
3. Constitution review: Shelley reported this is underway and will be available in Dropbox before the April meeting.

9. Legal

No action required.

10. Operations

1. Professional Officer: Denise reported receiving 2 scholarship applications so far. Current assessment period closes at the end of this month. Also reported that ANZNN had been requesting data, and was discussing how the group could support Ukraine.
2. Social Media Committee: Sarah reported still working hard on material related to the annual conference. Nicol and Melissah offered to provide feedback.
3. Branches: annual report documents received from all branches except ACT.
4. SIGs: annual report documents received from all SIGs except Research, which had notified the Executive of reasons for delay.

11. New Business

1. Member survey: Karen presented a breakdown of people in the non-member category on the website, in order to understand which ones to best target. Thinking about 2 surveys, one for lapsed members to see why they did not renew, and another for current members to see why they continue membership.
2. ACN affiliation: Amy and Shelley had met with 2 new ACN employees who were looking after affiliate associations.

A digital welcome pack is to be sent and also an online application for the free membership. Noted that renewal will be due in April.

3. Consumer ToR: Anndrea held this item over for the April meeting.
4. Pain survey: Denise reported this project is on hold; to be removed from the agenda.
5. Proposal for Tasmanian Branch: no further contact from Tasmanian members; to be removed from agenda.
6. Parent groups: Melissah reported speaking with Nadine Griffiths in October but no contact since; this item to be removed from the agenda.
7. Daisy Foundation: Anndrea and Karen had met with this group and recommended becoming a partner. The Executive agreed to this via email discussion therefore the contract will be progressed.
8. Tracking scholarship reports: this is to be an ongoing activity.
9. National COVID-19 Clinical Evidence Taskforce (NC19CET): ACNN was invited to provide a member for the various committees set up by this taskforce. Denise reported that Melissah Burnett was assigned to the Guidelines Leadership Group, Linda Ng to the Steering Committee, and Karen Hose to the Pregnancy and Perinatal Care Panel. Denise will oversee and step in as needed; suggestion to write an item about ACNN involvement in this taskforce for the newsletter.
10. PCO contract: Nikki Abercrombie has sent a proposed contract for 2022-2023, to continue work already begun. This was accepted by those present. The tender process for conference management from 2024 will start this year.

12. Meeting Close

Meeting closed at 8:42 PM

[Next Meeting](#)

General Meeting

7:30 PM, Monday, 9 May 2022

Motions Summary

#	Title	Mover	Seconder	Status
	The minutes of the meeting held on 10 Jan 2022 were a true and accurate record.	Karen New (ex officio)	Linda Ng	Carried

Accepted as a true and accurate record of the meeting.

Anndrea Flint

Anndrea Flint
Meeting Chair and President
09/05/2022