



THE PEAK PROFESSIONAL BODY
FOR NEONATAL NURSES IN AUSTRALIA

Executive Meeting MINUTES OF MEETING 8:00 AM Wednesday, 14 September 2022 Coffs Harbour

1. Meeting Open

Meeting Opened By Anndrea Flint at 8:00 AM

2. Attendance & Acknowledgment

Attended

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

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

3. Special Business

Previous minutes for 11 July were accepted as true by all present.

Correspondence: Anndrea Flint tabled a proposal from Nadine Griffiths to establish a scholarship for indigenous nurses to become neonatal nurses.

Strategic Plan review

Review action items spreadsheet every meeting.

Start planning earlier – create a Gant chart timeline (Karen New) to better manage activities. Also review progress briefly at the end of the forum, as 2 months may be too long an interval.

Promotional items discussed, need to explore possible items, with \$5 per item limit.

ACN affiliation achieved, renewed for another year at Bronze level.

Leadership SIG likely to fold, discussed possibility of combining with the Education SIG.

Emails to members with member achievements, also by social media when appropriate.

May Madness to continue without \$300, just conference registration and free registration for one (by draw).

Kristin Hughes to approach PSANZ, Neo-Paed, Cool Topics re table at their events.

Karen New noted member survey had been undertaken in 2016, would be timely to repeat this exercise.

ACNN sent representatives to the Australian National Summit for the Workforce.

Promotional material distributed to branches and SIGs.

Anndrea Flint stressed that consumer participation is necessary, noted that covering costs for them is now required.

UTas MOU ending soon, Denise Harrison is to speak with them at this conference.

New Business

Anndrea Flint tabled a proposal from Nadine Griffiths to establish a scholarship for indigenous nurses to become neonatal nurses. Perhaps approach indigenous midwives or CATSINaM. Discussion on how this could be managed, agreed not ACNN remit.

Scholarships and Awards

Family Appreciation to Kristy Chesworth, need to start promoting again as announced on World Prematurity Day, via parent groups. Close on 14 October.

Mark New Award to Lyn Chapple.

ACNN Fellowship to be awarded to Jennifer Dawson.

SIG scholarships: Denise Harrison noted that the amount disbursed should be announced to members to encourage uptake.

Poster prize: to be awarded by people's choice, votes to be collected by sticky notes dropped into a box, closing lunchtime on Friday. Kristin Hughes will assist Denise Harrison as she is presenting on Friday.

Marketing: Sarah Neale outlined the promotional activities for the conference, including photo booth, guess number of pearls in jar, bingo.

NNOM: report submitted in July, Margaret Broom is presenting results so far in the conference program. Will need to submit a final report as ACNN funding winds down.

Finance

Samantha Lannan reported on advice from accountant that we should register for GST as our annual income exceeds \$150,000.

GST and education: ACNN activity attracts GST for events. Need to register for GST, Xero can be adjusted to include GST, and Xero is able to produce data for BAS.

Fee for registering and setting up GST would be \$550, and the accountant would assist with BAS.

Samantha Lannan noted that we could reclaim and almost break even. The Executive agreed this information is to be presented to members at the AGM.

Executive agreed unanimously that Samantha Lannan should engage the accountant to assist with GST activity.

Consumer plan

Held over for next Executive.

PCO tender

Karen New reported that 5 companies have been approached. To close tender in December, and interview in March.

Affiliation and representation

Some discussion on whether to keep affiliation role with the Vice President; new Executive to decide.

Denise Harrison as Professional Officer is to attend CoNNMO. Shelley Reid to organise handover.

Conference

Trade display delegates to be thanked at morning tea on Thursday, by Anndrea Flint and Amy Curran, and given promotion for 2023.

Amy Curran is to give closing address in collaboration with Miriam Long, to promote 2023 conference in Adelaide.

Anndrea Flint thanked the Executive for their assistance and hard work.

4. Meeting Close

Meeting closed at 11:10 AM

[Next Meeting](#)

Executive Meeting

7:30 PM, Monday, 14 November 2022

Accepted as a true and accurate record of the meeting.

Amy Curran (President)

14 November 2022

Amy Curran