



Executive Extra Business Meeting

11 December 2023

MINUTES

Extra Executive Business Dec 2023 post forum meeting

1. Market research email: Margaret Broom reported contact from a marketing company wishing to conduct paid interviews with neonatal nurses regarding a nutrient supplement for neonates and offering a donation to ACNN. Executive discussed pros and cons and whether appropriate for neonatal nurses. Agreed by majority that clarification and more information required if appropriate for nurses.
2. Website update: Karen asked if Executive would like a redesign as well as upgrade of processes. Quote provided by Oncord for all aspects. Agreed to upgrade, Karen will liaise further with Oncord and report.
3. Offer from PSANZ to name and sponsor best presentation and poster for neonatal nurses discussed. Discussed on marketing value to raise profile of ACNN. Discussion on whether this would raise the profile of neonatal nurses. Noted some clash with COINN conference. Also noted that membership of PSANZ has declined over the years although Karen New noted as an expired member she is still receiving emails. Amy and Karen noted that this offer may be more appropriate than ACN affiliation. Samantha confirmed funds are available. Suggestion to ask for marketing materials (photos) for ACNN use. Shelley is already registered to attend and agreed to present the awards.
4. Margaret noted the ACNN draft conference program has sessions assigned to SIGs, Karen reported that SIGs have not yet claimed them. Melissah reported on invited speakers, a mix of professions has been asked, including professions other than medical. Any Executive meeting may join the conference planning meetings.
5. Amy asked Executive to provide a response to the LEAPP recommendations on drink and alcohol during pregnancy and the neonatal period. General agreement from Executive.
6. Victoria Branch: Amy reviewed the application for the formation of the branch with the Executive. Agreed that the first 12 months' activity was not supplied and is now required. Shelley to contact the group for further details for this. Noted that guidelines for formation of branches and SIGs require updating.
7. Discussion on names for new roles, agreed to name new roles as Membership Secretary and Scholarship Secretary.
8. Melissah asked if workforce survey could be distributed to members, Executive agreed.
9. Conference pricing: Karen asked if prices were accepted by Executive, following discussion agreed that could not raise too high as this would be a disincentive for registration. Agreed to raise difference between member and non-member to \$50, and round up all fees.
10. Standards working party: Executive asked about arrangements for updating standards.
11. ACNN 2025 conference: Karen asked about Executive to consider where the 2025 conference is to be held.

Meeting closed at 9pm