



THE PEAK PROFESSIONAL BODY
FOR NEONATAL NURSES IN AUSTRALIA

General Meeting MINUTES OF MEETING 7:30 PM Monday, 8 April 2019

1. Meeting open

Meeting Opened By Anndrea Flint at 7:34 PM

2. Attendance & Apologies

Attended

Amy Forbes-Coe
Anndrea Flint
Linda Ng
Samantha Lannan
Shelley Reid

Apologies

Cassandra Prezioso
Jane Roxburgh
Jennifer Dawson
Karen Walker
Karen New
Representative VIC Branch

Linda Ng - Qld branch; Gill Mibus - SA branch, LRC SIG, NNP SIG; Jenny Ormsby - NSW branch; Dusty-Lee Williams - NNL SIG; Melissa Burnett - SMC; Margaret Broom - NNR, ACT branch.

3. Confirmation of the minutes of the previous general meeting

Motions

037 The minutes of the meeting held on 2 Feb 2019 were a true and accurate record.

Status: Carried **Mover:** Anndrea Flint **Seconder:** Samantha Lannan

038 The minutes of the meeting held on 11 Feb 2019 were a true and accurate record.

Status: Carried **Mover:** Anndrea Flint **Seconder:** Samantha Lannan

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

Action Items

031 PCO contract

Finalise and sign contract

Due Date: Friday, 1 February 2019 **Assigned To:** Anndrea Flint, Karen Walker **Completed:** Thursday, 4 April 2019

5. Correspondence

- Newsletter from CNMO
- Resignation from Christine Jorgensen as the ACNN representative on the ANZNN Executive Committee

6. Finance

1. Promotional products: Samantha has purchased promotional items (pens, post-it pads) but uncertain how to distribute to branches and SIGs. Will look into postal costs.
2. ACNN remains in good financial standing. All travel scholarships have been awarded for COINN.

7. Governance

1. ANZNN representative: Christine Jorgensen has stepped down from this role at short notice. Another member will be selected following an EOI.

8. Legal

No actions required.

9. Operations

1. Branches: QLD - Linda reported a workshop was held at Caboolture, well attended. Planning next workshop in June as a breakfast session. Arrangements have been made for the Nancy Feeley visit. NSW - Jenny reported that country seminar will be on 22 June in Albury, in collaboration with Vic branch. Also planning for 9 November seminar. Two resignations from committee, do not require replacement. SA - Gill reported arrangements for Nancy Feeley in progress. Will meet soon to plan another mid-year event. ACT - seminar to be held soon, well booked. Planning another in June.
2. SIGS: NNP - event in Brisbane on 23 August focussing on metabolic issues. Still investigating AHPRA recognition for NNPs. LRC - need to know if space is available at COINN. Asking if can fundraise with ACNN labelled wine: for Executive approval at next meeting. NNR - setting up August workshop in collaboration with NNE. NNL - dinner meeting on Friday 8 November, venue to be sourced.
3. Social Media Committee: Melissa reported on behalf of the committee. Reminder to let committee know of events to be promoted. Will be working with Miracle Babies Foundation to promote Kangaroo Care Awareness Day. Some items have attracted great interest.

10. Conferences and events

1. COINN conference 2019: all activities in progress or completed. About 30 scarves have been purchased. Need to confirm that ACNN will have a table in the exhibition area, to be shared between the Executive and LRC.
2. Visiting academic tour: Sydney venue has been selected. NSW branch is working on the program currently.

11. New Business

None.

12. Meeting Close

Meeting closed at 8:07 PM

[Next Meeting](#)

General Meeting

7:30 PM, Monday, 13 May 2019

Karen Walker

Signature

Actions Summary

#	Title	Assigned To	Due Date	Completed
031	PCO contract	Anndrea Flint, Karen Walker	Friday, 1 February 2019	Thursday, 4 April 2019

Motions Summary

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