



## Forum Meeting Minutes 7:30 PM Monday, 10 February 2020

### 1. Meeting open

Meeting Opened By Amy Curran at 7:37 PM

### 2. Attendance & Apologies

#### Attended

Amy Curran  
Dustylee Williams  
Karen New (ESO)  
Linda Ng  
Megan Culell  
Samantha Lannan  
Shelley Reid

#### Apologies

Anndrea Flint

NDC SIG: Ursula Haack, SA branch: Megan Bater, NNE SIG and QLD branch: Linda Ng, NNL SIG: Kristen James Nunez, SMC: Sarah Neale and Deanne August, LRC SIG: Gill Mibus, NSW branch: Shelley Reid, NNP SIG: Amy Forbes-Coe, VIC branch: Megan Culell.

### 3. Confirmation of the minutes of the previous general meeting

#### Motions

038 The minutes of the meeting held on 13 Jan 2020 were a true and accurate record.

**Status:** Carried    **Mover:** Linda Ng    **Second:** Samantha Lannan

#### Attachments

[2020-01-13 Minutes - General Meeting](#)

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

1. Acknowledgement of Aboriginal and Torres Strait Islander people on website: to be added by Karen New.
2. Revised wording of notice for formula companies on conference webpage: action completed.

### 5. Correspondence

- Newsletter from new CNMO, Alison McMillan
- Notification from UTas on the new Grad Cert in Midwifery (Specialisation) - Special Care of the Newborn
- Notification of new online application process for requests to Miracle Babies Foundation for distribution of surveys

## 6. Finance

1. Treasurer's report: ACNN remains in good financial standing. Samantha noted that one of the term deposits will mature in April, to be discussed at the next Executive meeting.
2. Visiting academic tour: Samantha is still finalising all costs with PCO, expecting a loss.

## 7. Governance

1. Annual report 2019: reports received from NDC SIG, NNE SIG, NNL SIG, and SA branch.

## 8. Legal

No actions required.

## 9. Operations

### 1. Branch reports

1.1 SA: has submitted an annual report. First evening seminar is this month, aiming to present 2-3 this year. Planning to fund NDC training, and assist SA members to attend the ACNN conference.

1.2 VIC: committee is still planning for branch activity and is consulting with Anndrea Flint.

1.3 QLD: holding a seminar in May, and will submit an annual report soon.

1.4 NSW: met last week to discuss membership drive, and will be attending NSW events to promote ACNN. Approved a brief to hold a lucky draw for two new members and two current members who renew by July. Prize is full registration plus dinner at ACNN conference.

### 2. SIG reports

2.1 NNL: started meeting again monthly, have reviewed their terms of reference and strategic plan. Working on a plan for rural leadership workshop.

2.2 NDC: committee has amended scholarship terms, and is contributing to the newsletter. Annual report is submitted. Currently encouraging members to submit abstracts to ACNN, and planning a survey of members.

2.3 LRC: started monthly meetings again. EOI for May and September trips to Goroka to go out. Annual report to come, scholarship document is finalised. Speakers for ACNN conference have been organised.

2.4 NNE: annual report was submitted. Terms of reference were reviewed, and fact sheet is being updated. Will add NNE research paper to webpage for members to access.

2.5 NNP: holding a F2F meeting in Brisbane this week, reviewing terms of reference and strategic plan. Considering speakers for conference (as part of main program). Some members have written a paper on the sustainability of the NNP in Australia, which has been accepted for publication in the Journal of Neonatal Nursing.

3. Professional Officer: UTas special care course for direct entry midwives is now available, being advertised to members. One research request is currently being processed.

4. Social Media Committee: have revised Social Media policy, to be reviewed by Executive for approval at the next meeting. Discussion on why closed Facebook accounts are not possible, due to ACNN having a Facebook business account with restrictions. A spreadsheet for list of events to be promoted has been set up. Deanne asked for submissions to promote ACNN activities. Recent posts have featured famous nurses - would like more suggestions please. Aiming to highlight all SIGs over next few months. Karen New encouraged information for posting to be sent to the SMC directly.

5. Website updates: discussion on location of Social Media policy with agreement it should be placed in the members' section.

## 10. Conferences and Events

1. ACNN Conference 2020: Karen New reviewed the draft program, which may change depending on confirmation of speakers and sessions. Program is still flexible at this point. Karen asked that branches and SIGs be careful about scheduling events too close to the annual conference, as this may impact on attendance.
2. Promotional material: some are SIGs updating their factsheets. The ACNN promotional poster is being revised.

## 11. New Business

1. Proposal for palliative care SIG: Shelley reported on her meeting at Childrens Hospital Westmead last week with Priya Govindaswamy and others wishing to set up a palliative care SIG. The process for doing this was discussed and a plan made to email an EOI to members. The aim is to have an interested group and volunteers to form the SIG committee in time to hold a meeting at the ACNN conference. Shelley will assist in the SIG application.
2. Second response to WaterWipes: the message agreed by the Executive was sent last week on 3 February.

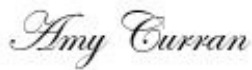
## 12. Meeting Close

Meeting closed at 8:45 PM

[Next Meeting](#)

### **General Meeting**

7:30 PM, Monday, 9 March 2020



**Amy Curran (Meeting Chair and Vice President)**

9 March 2020

## Motions Summary

#	Title	Mover	Seconder	Status
038	The minutes of the meeting held on 13 Jan 2020 were a true and accurate record.	Linda Ng	Samantha Lannan	Carried