

March Meeting Minutes

Monday 11th March 2024

6.15pm (ADST) NSW, Vic, ACT

5:15pm Qld

[Zoom meeting](#)

Meeting ID: 648701193

Passcode: 918851

Agenda Item	Action	Member responsible
Acknowledgment to Country		Meeting Chair
1. Members	<u>Chair</u> : Donna Hovey (DH), <u>Secretary</u> : Leanne Sheppard (LS), <u>Treasurer</u> : Jo La Spina (JLS) <u>Ordinary Members</u> : Karen New (KN), Linda Ng (LN), Melissah Burnett (MB), Sarah Neale (SN), Sandra Meskeil (SM), Helen Patterson (HP), Lyn Chapple (LC),	
2. Present / Apologies	Present: <u>Chair</u> : Donna Hovey (DH), <u>Secretary</u> : Leanne Sheppard (LS), <u>Ordinary Members</u> : Karen New (KN), Linda Ng (LN), Melissah Burnett (MB), Sarah Neale (SN), Helen Patterson (HP), Lyn Chapple (LC), <u>Treasurer</u> : Jo La Spina (JLS) Apologies: Jane Langford	LS
3. Correspondence	In: Patricia Low regarding donation. DH replied that a resuscitation training kit can be purchased for Tonga. HP: emailed a suggestion for Renee Collison scholarship wording – LS: forwarded to SN for inclusion. LS: Defi emailed receipt regarding COINN scholarship form. Out: Back and forward regarding Honiara.	LS
4. Review of Finances <i>Feb, May, Aug, Nov</i>	Outcome of 'penguin suction' donation – KN to follow up with Sam.	JLS & KN
5. ACNN Executive Forum <i>2nd mthly Mon 7:30pm AEST</i>	Lyn: minutes from Feb meeting not through yet. Summary: Ten ACNN champions, VIC branch reinstated. Conference - SIG table will not be manned at lunch so people will look at the posters. Abstracts close soon. Social media fact sheet went out, observers in the executive meetings – with the desired effect of mentoring people in. Standards of practice committee have met. EOI: abstract committee and EOI abstract review went out. Minutes to be uploaded into the drop box when they come out. <i>April - JS ; June - DH ; Aug ; Oct ; Dec</i>	LC
6. ACNN Newsletter <i>Send to LRC Email</i>	<i>Mar - KN; June - DH; Sept ; Dec</i>	KN
7. Documents Review	Review scholarship documentation to be commenced.	DH

8. Open Meetings <i>13 May & 11 Nov</i>	<p>May: Solomons evenings are perfect for them. Solomon's are going to do a case study Joilin 4th April talking also about the nurse. Advertise soon, KN requested title and bio. DH: confirming a time 13th May (1 hour time difference) DH to ask what is a good time (possibly 1800 onwards).</p>	<p>DH</p>
9. LRC Liaison	<p>Tonga: KN: insummary it is progressing, they have had two meetings so far and 13th March a further meeting is booked in, flights are booked, accommodation to be booked, education program being organised. Need to revisit the indemnity form. No contact with Dr George for a couple of weeks. Who is going LC, DH, JLS, KN, SN, JC KN: recommended LRC SIG might like to supply morning/arvo teas the committee agreed.</p> <p>KTF: DH: Kate said they are attending training with VHA programme end of FEB, training will outline what upskilling is required. Then we will see what contribution LRC SIG can have.</p>	<p>KN & DH</p>
10. Social Media <i>Jan, Mar, May, July, Sept, Nov</i>	<p>KN: asked for us to review the caption, KN recommended to remove the 'LRC'. Remove "Friend", add eligible members are encouraged to apply.</p> <p>Photo's one a month ready to go out, plus after Tonga there should be more.</p>	<p>SN & KN</p>
11. Webpage <i>Jan, Mar, May, July, Sept, Nov</i>	<p>DH: today has been updating the page, links to be finalised with KN this week. Blast will go out once minutes are up on the webpage. Photo of the committee today to go up. A few more pages to finish off. Advert for Tonga is out.</p>	<p>KN & DH</p>
12. Sth Pacific Education (TPA) <i>Feb, Apr, June, Aug, Oct, Dec</i>	<p>MB: Joilin has photos that are graphic babies with neonatal syphilis can we post those? KN: put forth that there were no identifying features this could be okay. However KN: reports that it cannot be recorded only available on the night. KN: recommends to say those photos cannot be shared and no screen shots to be taken.</p> <p>LC will do October something skin, KN will do Dec, DH will do August topic to be advised. This completes the years' worth of topics.</p>	<p>MB & LN</p>
13. Conference 2024 <i>Feb, Apr, June, Aug, Oct, Dec</i>	<p>KN: we won't be manning the tables at lunch time. Only morning tea and afternoon tea.</p>	<p>DH</p>
14. Scholarships	<ul style="list-style-type: none"> Renee Collisson - social media update wording will go out tonight. 	<p>KN DH</p>

	<ul style="list-style-type: none"> Low Resource Settings – KN: declares a conflict of interest, working with little team from Indonesia. Neonatal skin injury rates PI, two abstracts submitted to COINN. Defi has the best English he is looking at going to COINN. DH: Budget was missing from the application. DH & KN have assisted with the budget, KN meeting with him on Thursday to confirm some details including where he is flying out from (Taiwan or Indonesia). KN: to clarify how many presentations he will be doing. Dee is working with them to work through posters. Eligible country, received in timely fashion, flights, budget preliminary \$4000+ the money comes from a scholarship pool not the ACNN pool therefore not from our fundraising money. KN asks LC how is she getting from Copenhagen to Alborg? LC train and flights not a big difference in price and the train does not connect easily. LC safest and easiest is the internal flight. 		
15. Fundraising	<p>On hold KN: consider after Tonga.</p> <p>DH: could we do it as a social media post? SN: yes</p>		
16. New Business	<p>KN: needs to do a one pager through TPA to Doctors to advertise our in country training what we bring to the table, schedule etc. For sending to LRC countries.</p> <p>AGM minutes in drop box for September meeting.</p>		
17. Future meetings: 6.15 pm AEST/AEDT	<ul style="list-style-type: none"> April 8 May 13 - open June 10 	<ul style="list-style-type: none"> July 8 August 12 September - conf 	<ul style="list-style-type: none"> October 14 November 11 - open December 9