

NATIONAL EXECUTIVE MEETING MINUTES

Meeting held on Wednesday 15th August, 2012.

Venue: St George Private Hospital, Boardroom (first floor)

Opened 1730 hrs and concluded 1900 hrs



1. **PRESENT:** Lisa Gatzonis (LG) President; Sandra Campbell (SC) Vice-President/Secretary; Christine Taylor (CT) Treasurer; Lorraine McMurtrie (LM), State Liaison via phone ; Karen Simunov (KS), incoming e-bulletin Editor via phone.
2. **APOLOGIES :** Stuart Taylor, webmaster and administrator (ST); Peter Teekens (PT) and Michelle Girdler (MG) Conference Organising Committee members.

ITEM	DISCUSSION	ACTION	WHO
3. PREVIOUS MINUTES	30 th May, 2012 - confirmed by LG and LM	N/A	
4. BUSINESS ARISING FROM PREVIOUS MINUTES			
4.1 Posting ANTS minutes on website	SC made a posting seeking views of members. Members would like to see NE minutes. SC does not have PDF capability.	SC to send minutes to LG who will load onto website.	SC/LG
4.2 Constitution and Board Charter	All agreed that the best action would be for NE to have an extraordinary meeting to review the Constitution and Board Charter. LM agreed to fly to Sydney to attend the meeting.	The meeting will be held at the Stuart home on 1 st September, 2012 at 10 am.	All
5. 2014 CONFERENCE			
5.1 Conference report	The committee are currently investigating a Conference Organiser. Will create a webpage which will link to ANTS website. Conference contract of \$10,000 float signed.	ST to transfer \$1,000 to SA Branch which is to be used to hold the conference venue.	ST
6. ANTS eBulletin			
6.1 eBulletin	The next issue will be released in late September. KS has called for news items from the Branches. SC reported that David Stanley has been the first person to nominate himself for the position of the Peer Reviewed section of the ANTS e-bulletin.	SC to resend launch of ANTS Tasmania Branch.	SC/KS
6.2 Scholarship reports	SC reported that Anne Maree Davis has been contacted and has agreed to submit a report of the NNEC in Perth soon. Laurie Grealish's scholarship was to attend NETNEP in Baltimore in June. Her report is not due until September, 2012.	SC to send reminder to LG	SC

ITEM	DISCUSSION	ACTION	WHO
7. STATE BRANCHES			
7.1 NSW / ACT	SC attended the NSW Branch Christmas in July function. Although the evening was a great networking opportunity, the attendance was not good as anticipated. The evening was run at a loss for the Branch.	LG to formulate a viability checklist for education sessions / discuss with Vix	LG
7.2 WA	The profits from the WA conference are currently in the WA account.	LG to discuss with Branch how best to use this money for the benefit of members	LG
7.3 SA	A study will be held soon which will be used towards funding the 2014 conference		
7.4 QLD / NT	SC attended the QLD Christmas in July event. The event was well attended by both ANTS and RCNA members. LM to continue liaison with Margaret McAllister in the NEXUS project.		
7.5 VIC	There is no report from the Victoria Branch		
7.6 TAS	SC was pleased to report that the ANTS Tasmania Branch was successfully launched on Tuesday 17 th July, 2012 at the Launceston Campus of UTAS. SC handed over the ANTS TAS Branch Banner.	ST to begin education with Amanda Reilly for ANTS website access. ST to liaise with Yvonna Zuydam on the setting up of the Branch account	ST/AR ST/YZ
8. NEW MEMBERS			
8.1 CT reported that ST has been working on arranging the annual membership renewals online. 8.2 LG reported that consideration had been given to Corporate Memberships. Further consideration is required to make these type of memberships equitable.		The NE will finalise the annual membership renewal mailout at the meeting on 1 st September	ALL
9. PRESIDENTS REPORT			
9.1 LG will write the President's Report for the next issue of the ANTS e-bulletin. CT reported that the President's report should be brought to the NE for discussion of any outstanding issues before being submitted to the ANTS e-bulletin.			LG
10. TREASURER'S REPORT			
10.1 A formal Treasurer's report has not been submitted for the meeting due to personal reasons. However CT was able to report on the financial situation for the NE and each Branch. 10.2 A note was made that the NSW Christmas in July event was run at a loss. Discussion ensued on the importance of holding events for members. 10.3 CT advised NE that a budget for anticipated Conference and Research Scholarships for 2013 should be created.		NE to review guidelines for ANTS events and include information in the Board Charter for events that are anticipated to result in losses to the Branch.	ALL

ITEM	DISCUSSION	ACTION	WHO
11. CORRESPONDENCE IN - See attachment			
12. CORRESPONDENCE OUT – See attachment			
13. NEW BUSINESS/BUSINESS WITHOUT NOTICE			
13.1 ANTS/Pearson Award	LG has been in contact with Scott Charles. Concern has been expressed again that the award favours academics. Those who teach nurses but are not RN's are excluded from the award.	LG to continue communication with Pearson to refine the award to more consistent with ANTS membership.	LG
13.2 Collaboration with ANZAHPE	An offer was made by ANZAHPE for a closer collaboration in holding the conferences of each organisation either concurrently or closer in date and location. ANTS is committed to the 2014 Conference in SA while ANZAHPE is having their conference in QLD.	LG to continue communication with ANZAHPE but will decline to have the 2014 conference in QLD.	LG
13.3 Sharps Safety Alliance	SC has been representing ANTS at these meetings via teleconference.		
13. NEXT MEETING			
Wednesday 19 th September, 2012 Venue: St George Private Hospital, Boardroom (first floor)			

Minutes taken by: Sandra Campbell-Crofts

President's signature:



Correspondence: Received July - early Aug 2012

Date	From	To	Description	Action
3.7.12	JR	NE	Membership enquiry	ST to follow up
4.7.12	CoNNO	NE	Aged Care Scholarships	Nil
9.7.12	Lisa Donohue	ST	Change of details	Nil
11.7.12	Michelle Girdler	NE	Thanks for NNEC handover	Discuss at meeting
13.7.12	Mike Spurr UTAS	NE	Request for Nurse Teacher Competencies	LG attended
16.7.12	Margaret McAllister	QLD/NE	Nexus	Discuss at meeting
20.7.12	LG	SC	2014 signed loan contract	Discuss at meeting
24.7.12	CoNNO	NE	Next CoNNO meeting 28 th Sept 2012	LG to attend
2.8.12	Susan Martland	SC	Sharps Safety Alliance	SC to attend
5.8.12	Evan Alexandrou	SC	Formation of Vascular Access Society	Nil
13.8.12	Michelle Cameron	SC	Qld report	Sent to Editor
13.8.12	Julie Porter	SC	Next step for Tasmania	Discuss at meeting

Correspondence: Sent

Date	From	To	Description	Action
3.7.12	SC	Anne-Maree Davis	NNEC 2012 Conference Report	Discuss at meeting
11.7.12	SC	CoNNO	Member survey	Nil
16.7.12	SC	ST	Remove Ann Merrett from email list	ST to attend
29.7.12	SC	ST	Assist Amanda Reilly with website	ST to attend
3.8.12	SC	LM	Professional Nursing Forum in QLD	LM to attend

Website posts

Date	From	To	Description	Action
1.7.12	CT	All	Calendar for events	Discuss at meeting
1.7.12	KM	All	Third International Conference on Health	Nil
7.7.12	ST	NE	Curriculum development CSU	Discuss at meeting
7.7.12	LG	NE	2014 Loan Contract	Nil
9.7.12	SC	All	Launch of ANTS Tasmania Branch	Discuss at meeting
9.7.12	SC	All	ACSQHC Open Disclosure	Nil
11.7.12	EJ	NE	Free access Research Review	Nil
11.7.12	LG	NE	Pearson Award	Discuss at meeting
11.7.12	LG	NE	Collaboration with ANZAHPE	Discuss at meeting
12.7.12	JJ	All	EN's and IV Medications	Nil
16.7.12	SC	All	Posting NE minutes on website	Discuss at meeting
16.7.12	LG	CT	Constitution amendments	Discuss at meeting
28.7.12	KS	All	Call for articles in next eBulletin	Discuss at meeting
3.8.12	LC	All	Position Vacant QLD	Nil
6.8.12	SC	All	Medication Safety update	Nil
12.8.12	SC	All	EOI for ANTS Peer Reviewed Journal Editor	Discuss at meeting