









## Clinical Nurse Specialist Society New Zealand (CNSSNZ)

### AGM Minutes

<b>Date:</b>	18 <sup>th</sup> September 2020
<b>Time:</b>	1300 hours
<b>Place:</b>	Zoom
<b>Attendees:</b>	Jan Ipenburg, Glynis Cummings Tracey Kunac, Jacqui Finnigan, Lara Gleeson, Madeleine Fiddes, Beverley Hopper, Sarah Jane Reweti, Deanna Forsyth, <b>Elly</b> , Kate McCallum, Grainne McAnnalle, <b>Charlene Wright</b> , <b>Kathy Talbot</b> , Julie Harkness, Mandy Pagan, Jane Brough, <b>Vanessa Fowles</b> , Margaret Boreham-Colven
<b>Apologies:</b>	Charlene Waddell, Matt Rayment, Maureen Campbell, <b>Donne Madon</b> , Robyn Segedin, Clare McKenzie, Marion O'Connor, Ann-Maree Murphy, Margaret Couillault, Sharon Cassidy, Tom Donoghue
	Accepted by Beverley Hopper, seconded by Kate McCallum

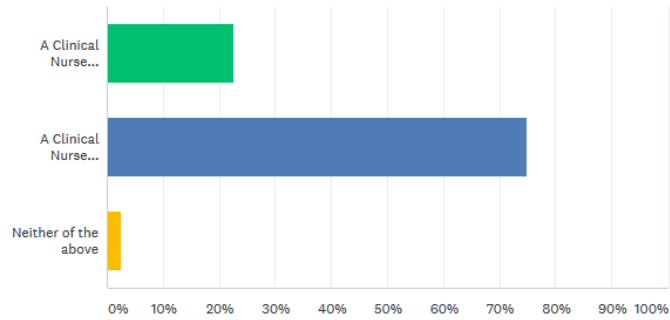
Current Committee Members	Past president.....Glynis Cumming President .....Maureen Campbell President Elect.....Lara Gleeson Secretary .....Jan Ipenburg Secretary Elect.....Sarah-Jane Rewiti Membership .....Jacqui Finnigan Treasurer.....Tracey Kunac Treasurer Elect..... Madeleine Fiddes Website support..... Tracey Kunac Newsletter..... Lara Gleeson Marketing.....Beverley Hopper
Minutes from AGM 2019	 2019 AGM Minutes (3).docx  Amendment to the minutes:  Excerpt from AGM minutes 2019 ' <i>Lara Gleeson reported on the key strategic focus of the 5 year plan and has been working on this and the definition of the</i>

	<p><i>CNS role once it is finalised it will be on the website.</i> This should be recorded as Erica Gleeson rather than Lara Gleeson</p> <p>Dates on the document should be 2019 rather than 2018</p> <p>Minutes and amendments accepted by Jacqui Finnigan, seconded by Glynis Cumming.</p>
<p>Presidents Report Maureen Campbell</p>	<p>Maureen Campbell was unable to attend. No Presidents report has been received</p>
<p>Treasurer's Report Tracey Kunac</p>	<div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;">         CNSSNZ Financial report for AGM held     </div> <div style="text-align: center;">         CNS - Term deposit.pdf     </div> <div style="text-align: center;">         CNS - Debit Card.pdf     </div> <div style="text-align: center;">         CNS - Conference Account.pdf     </div> </div> <div style="display: flex; justify-content: space-around; align-items: flex-start; margin-top: 10px;"> <div style="text-align: center;">         CNS - Working Account.pdf     </div> <div style="text-align: center;">         CNS - Savings Account.pdf     </div> </div> <p>Shared financial reports were tabled. Accounts and bank statements are available on the member-only area of the website.</p> <p>Thanks to Lara and team for the profit from the Invercargill conference.</p> <p>The website has been the biggest cost, but it is felt that this has been well worth the monetary input.</p> <p>Proposal from Tracey Kunac: Since there is no conference or forum next year I propose that we set up a term deposit to invest \$40,000.00 for 12 months.</p> <p>General discussion ensued – general costs for running the Society are less than \$1,000.00 per year so feasible to put the rest into term deposit. For Tracey to discuss best terms with the bank manager including when current term deposit is due.</p> <p>Proposal to deposit \$40,000.00 into term deposit was accepted unanimously by those present.</p> <p>Financial report was unanimously accepted by those present.</p>
<p>Secretary report Jan Ipenburg</p>	<div style="text-align: center;">         CNSSNZ Secretary report 2020.docx     </div> <p>Secretary report accepted by unanimous vote</p>
<p>Membership report Jacqui Finnigan</p>	<p>Currently the CNS Society has 188 members</p> <ul style="list-style-type: none"> <li>- 2 affiliate members</li> <li>- 2 members where the role is unclear</li> </ul> <p>There has been the transition from Eventbrite to WIX, WIX being great to use. Sam from Jolly Elephant web design has been very helpful with this transition, the platform is not too time consuming. Jacqui will check with Sam regarding the two members whose roles aren't clear as this should have been a mandatory field. Once a week Jacqui checks the membership eligibility before giving members access to the members only section of the website.</p> <p>The committee had agreed that membership would be free for the 2019 – 2020 financial year in view of the transition to WIX.</p> <p>Report accepted by Beverley Hopper, Seconded by Kate McCallum. Approved unanimously.</p>

<p>Election of officers onto the CNSSNZ Committee</p>	<p>Nominations received for committee positions prior to AGM</p> <p>President .....Lara Gleeson</p> <p>President Elect.....</p> <p>Secretary ..... Sarah-Jane Rewiti</p> <p>Secretary Elect.....</p> <p>Membership .....Jacqui Finnigan</p> <p>Treasurer.....Tracey Kunac</p> <p>Treasurer Elect..... Madeleine Fiddes</p> <p>Website support..... Tracey Kunac</p> <p>Newsletter.....</p> <p>Marketing.....Beverly Hopper</p> <p>Committee..... Jan Ipenburg</p> <p>New nomination received at the AGM: Jane Brough.</p> <p>Beverley Hopper offered to provide further information to Jane via e-mail on the committee and expectations.</p> <p>Resignations: Maureen Campbell and Glynis Cummings.</p> <p>Single nominations have been received for each position therefore Jan Ipenburg proposed that all nominations be accepted.</p> <p>Nominations and resignations accepted by AGM attendees: unanimous vote in favour.</p>
<p>CNS Society definition for the Clinical Nurse Specialist – Tracey Kunac</p>	<p>Request to complete a survey monkey regarding the definition of the CNS was sent to all members. 93 responses were received. We were only able to access the first 40 responses as there was a high monetary cost in accessing the rest. Of the first 40 respondents 75% were in favour of the second definition (as outlined below).</p> <p>The committee proposes that the second definition for the CNS in New Zealand be accepted. This was proposed by Jan Ipenburg, seconded by Beverley Hopper and the vote in favour was unanimously carried.</p>

Please select your preferred definition of the CNS role in NZ

Answered: 40 Skipped: 0



ANSWER CHOICES	RESPONSES
<ul style="list-style-type: none"> <li>▼ A Clinical Nurse Specialist is a Masters prepared Registered Nurse who works autonomously as a clinical expert in their specialty improving patient outcomes. They coordinate patient centered care through leadership, research, and education. The CNS uses advanced knowledge and critical thinking to influence nursing practice through clinical guidance and is involved in policy at service, local and national level.</li> </ul>	22.50% 9
<ul style="list-style-type: none"> <li>▼ A Clinical Nurse Specialist is an experienced Registered Nurse who works as a clinical expert in a specialised area of healthcare. A CNS utilises advanced nursing knowledge, evidence-based research and critical thinking to influence nursing practice and improve patient outcomes. A CNS is a clinical leader who oversees clinical care and is involved in research, education and policy development at local and national level. The CNS role is underpinned by postgraduate study at master's level.</li> </ul>	75.00% 30
<ul style="list-style-type: none"> <li>▼ Neither of the above</li> </ul>	2.50% 1
<b>TOTAL</b>	<b>40</b>

Other Business

1. Glynis Cumming proposed that, as we have no forum this year, the committee get together at a face-to-face meeting. Lara Gleeson accepted proposal, seconded by Kate McCallum. Carried unanimously
2. Jan Ipenburg advised that not only have the forum this year been postponed but that conference next year has also been postponed. Sarah-Jane Rewiti advised that this was because of issues around funding and sponsorship but was willing to re-convene the conference committee to discuss. Suggestion was made that we could have the conference on-line instead. This also potentially means we could get an international speaker. If virtual conference, then maybe existing committee could help organise. We could also utilise Sam (Jolly Elephant) to assist in running it.
3. Glynis Cumming has agreed to spend some time over the next 6 months to write a strategy document for CNSSNZ, our thanks go to her for this work.

Meeting closed at 1345 hours

Next AGM

Friday 17<sup>th</sup> September 2021