



Committee Meeting

Date:	27 April 2023
Time:	1.00 – 1.30
Place:	Zoom
Attendees:	Amanda, Lara, Tracey, Elly, Nora
Apologies:	Matt, Bev, Michelle

Item No.		Raised by / Presenting:
a.	<p>Programme – all slots filled.</p> <p>Day 2: 2 abstract slots (20 mins)</p> <p>Sam to format to similar style for conference documents.</p> <p>Elly to arrange with all speakers to book own flights / uber and then reimburse. Elly to then forward all receipts to Tracey.</p>	<p>Lara</p> <p>Elly</p>

<p>b.</p>	<p>Theme:</p> <p>Unlocking Potential – Finding way forward.</p> <p>On flyer: Key words: networking, clinical leadership, education, self-care.</p> <p>To presenters: Empowerment of the senior nurse – Lara to pull info from Michelle.</p> <p>Elly to provide a picture and send to Lara. Lara to send to Sam.</p>	<p>Elly / Lara / Sam</p>
<p>c.</p>	<p>Abstracts – 20min slots. 7 slots available – await programme timetable from Lara</p> <p>Send this request with the membership renewal – Tracey / Sam L</p>	
<p>d.</p>	<p>Tracey Audio Visual Feedback – Next meeting</p> <p>Slides to introduce each person.</p>	<p>Tracey</p>
<p>e.</p>	<p>Costs: Tracey will set up details and forward on.</p>	
<p>f.</p>	<p>Confirmation of Presenters – Dates of Conference on 9th and 10th Novemebr</p> <p>Cathy Holloway – Confirmed (Welly)</p> <p>Anne Daniels – Confirmed (Dunedin)</p> <p>Lorraine Hetaraka –Confirmed (Welly)</p> <p>Liz Manning – Confirmed (Auckland)</p> <p>Jane Hinds – Confirmed - Self Care and Grief (Auck)</p> <p>Shauna Stevens – Confirmed – Rural CNS (Invercargil) 9th Nov</p> <p>Morgan Spittal – Confirmed – Self Care and Wellbeing (Nelson)</p> <p>Myra Patu (GP) – Confirmed – Maori Health (ChCh)</p> <p>Zoe – Possible – Supervision (Hamilton)</p>	<p>Bev</p>

g.	<p>Portfolios for Conference Planning</p> <p>Theme: Ideas offered: The rise of the Nurse – new phoenix – raising from the ashes of Pandemic. CNS was the gap filler. Rejuvenating the role post pandemic - Surviving through adversity – getting through the pandemic – cyclones – adverse weather events – Nurses continue to work.</p> <p>Developing Learning Objectives: Matt to develop Objectives and Theme’s.</p> <p>Invited Speakers Facilitation: Lara / Bev / Michelle</p> <p>Calls for Abstracts: Lara – once the Theme and Learning Objectives have been identified.</p> <p>Kaumatua to open: Elly</p> <p>Programme Scheduling:</p> <p>Advertising: Sam / Tracey</p> <p>Registration: WIX – Sam (name tags – printed through WICKS)</p> <p>Sponsorship: BEV has spoken to Baxter – Theme is required. Amanda / Elly. Consider options.</p>	** Follow up with Matt this week.
h.	<p>College of Nurses NZ (Professional College) – providing “back office” assistance. Getting our name and society moving forward. Our members would have membership with the college.</p> <p>Bev to contact Liz and get further info on offer proposed.</p>	Bev
	Next meeting to be scheduled for an evening in late May - zoom.	
Agenda	<ul style="list-style-type: none"> • Booking flights and slot times and abstracts. • Itinerary (Lara) • Feedback on audio / visual (Tracey) 	

- | | | |
|--|---|--|
| | <ul style="list-style-type: none">• Sam / WIX• Kaumatua / Elly | |
|--|---|--|