



International Collaboration of PeriAnaesthesia Nurses ICPAN

Promoting Global Excellence in PeriAnaesthesia Nursing

ICPAN Board of Directors Go-To-Meeting Minutes 13 October 2021 1300-1430 Eastern Daylight Time

1. Attendance

Attended: Joni Brady (JB), Johanna McCamish (JM), Magnus Flodberg (MF), Jacqye Tibbetts (JT),
Trica Garrioch (TG), Ulrica Nilsson (UN) Regrets: Mette Ring (MR)
Quorum achieved

2. Agenda Approval

Standard agenda approved without addition

3. Minutes and Review/Approval (TG)

Consent agenda for approval of Minutes of May 12, June 9, and August 11, 2021 completed electronically by survey monkey, minutes approved without revision
Consent agenda for approval of Membership Policy and all 10 revised job descriptions completed electronically by survey monkey, all approved without revision

4. Financial Report (JT)

Treasurer shared 5 countries renewal payments have been received, receipts via PayPal were sent. Files and banking information posted to October meeting page. Suggestion brought forward to charge for members to view our posted webinars. Process and plan for future revenue ideas has been made an action item to explore and discuss in the next Board cycle

5. GAC Report (JB)

Chair reports good participation by GAC members. Members did not suggest any additions to the BGM agenda. All but 1 will be attending the BGM. Overall a good response was received during the ICPAN election process 11/18 eligible voted

6. Media Marketing Chair Report (MF)

MF reports more traffic on the ICPAN Instagram than Facebook. We have 108 followers on Instagram

7. Membership Secretary Chair Report (JM)

The following 5 countries have paid the membership renewal: Greece, UK, USA, Finland and Australia. Deadline for renewal is December 1, 2021. In future the plan is to send earlier notice of renewal, six weeks in advance. New Zealand invited ICPAN chair to speak at their AGM, well received. Suggestion brought forward for ICPAN board and GAC members to invite each other to speak at member countries meetings as an idea for increasing our visibility as a global organization
ACTION:

- Membership Secretary to send renewal reminder email to 6 countries still outstanding (JM)
- Treasurer to send copy of receipts for membership payments to Membership Secretary (JT)



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8. Education Chair Report (JB for MR)

Ireland has accepted the 2025 conference offer to host and will move venue to the east coast. Dutch have signed off on the conference agreement. We have started conversations with the Amsterdam PCO and Michael Maino (MM) to get the 2023 website ready, MM has received links to marketing photos. MM has created 3 copied versions of 2019 conference website. ICPAN has been asked to host the website, potential launch date is December 1, 2021. Dutch have not decided between the 2 venues presented. A meeting of the conference committee will occur after the installation of the 2021-2023 Board. The new Media and Marketing Coordinator will be on this committee. The conference planning dates will be discussed in the next board cycle

ACTION:

- Chair to send photo of Netherlands conference planning committee sitting on an “I Amsterdam” sign for posting to social media (JB/MF)

9. Presidents Report (UN)

Election process is complete, and results have been shared with board. Chair-JB, Vice Chair- Angela Fraser (Australia), Secretary-JM, Treasurer-JT, Education Chair-Bente Buch (Denmark), Media Marketing Coordinator-James Familiar (Ireland), Conference Chair-Hanneke van Hooten (Netherlands), President-UN, Membership Secretary-vacant.

UN presented covid survey results. Participation low, zero in several member countries. Partial analysis and lessons learned will be shared. Chair invited UN to present survey and research results at the BGM. ICPAN’s research article on “The PACU Nurse” is number 2 on the all-time *JOPAN* downloads list. UN suggested we should approach member countries for ideas on what they would like to see in a future survey

ACTION:

- President to present election and Covid research results at the BGM (UN)

10. Chair Report (JB)

Update on Operation Smile International (OSI) MOU: board and GAC feedback sent to OSI, JB to attend a follow up meeting on 25 October. Chair discussed the original China-based proposal with OSI citing its difference from a program intended for application in a broader audience. Further discussed ICPAN volunteers’ time investment required for curriculum development and the desire not to duplicate their effort. Angela Fraser from GAC recruited a Chinese nurse who had worked in Australia, now working in China, to participate on the ICPAN team. Chair is working with an OSI PACU Nurse to develop an OSI China curriculum plan to be operationalized by OSI China team. ICPAN’s volunteer team will focus on developing a replicable global model for PACU Nurse education for deployment in low-to-middle income countries in cooperation with OSI.

BGM PPP draft shared with board members. Treasurer cannot attend, to send a recording for inclusion. Chair discussed handoffs for changeover of board positions. Board members recommended to have 1:1 handover meeting within 2 weeks of BGM, by November 2, 2021. Orientation of new board members to occur following handover

11. Next Meeting Date

BGM scheduled for October 19, 2021