

**Minutes of GAC Skype meeting : Tuesday 20th June 2017**

**Those present** : Pat Smedley, Bente Buch, Hanneke van Kooten,

Clodagh Wogan, Katrina Bickerstaff

**Apologies** :  **Marja-Liisa Ylitalo-Airo, Markku** Ahtiainen**,** Fiona Newman

**Matters arising from Minutes** [April 18th 2017]:

* Corrections : Call started at 20.00 GMT not midday
* *Proposed : Bente Seconded : Hanneke Agreed by all*

**Items:**

1. Katrina Bickerstaff has taken over as NOR from USA and was welcomed to the group
2. Sweden has now joined ICPAN. We are waiting for NOR to be named. Greece is finalizing financial arrangements and will soon be an ICPAN member
3. Conference : Sydney 2017 :

* As of June 7 there are 264 registrations. Budgeted for 400 delegates
* Early bird discount extended to 30th June to encourage more participation
* Exhibition participation increasing : currently 44% of budgeted account
* ABPANC review for US continuing education certification credit is underway
* *Action points :*
* *Please encourage your members to come to Sydney*
* *Need to know which NOR / and or their national leaders intend to come to conference*
* *Looking for a GAC member to organize the Silent Auction*
* *Looking for GAC members to lead table discussions at the ‘Gathering of the Nations’ session [Friday 3rd November]*

1. Conference Bid 2019

* No request for the conference bid package or expressions of interest received to date. The deadline is the end of June

1. On-line membership payment

* Renewal period set, and action plan to pay by Pay-Pal in place, currently being tested.
* Paypal automatically generates email to ICPAN membership secretary and Treasurer

1. Job descriptions, byelaws update

* One or two minor changes to the byelaws are being made. Job descriptions are being finalized. Both byelaws and job descriptions will be posted on the website Board and GAC log ins

1. Election of officers to ICPAN Board of Directors 2017

* Anyone wishing considered for election to the Board should contact Sue Fossum who is directing the election.
* All members of the Board of Directors and GAC are eligible for election to this first elected Board.

1. Any other business

* Fiona Newman has requested that we start our meetings one hour later [2100 GMT] as she has to get up at 05am to join Skype call. Everyone agreed with this change. *Action : Pat will send out new Skype times*
* Bente raised the question of how to register for the hospital visits, and asked when will registration be up and running?
* All the GAC members present stated that Joni’s updates to the GAC have been very helpful as they are passed on directly to the National Leaders
* There was concern voiced about the poor quality of Skype calls. It is difficult to connect with a large number of people on a Skype call. Also the quality of the communication is often poor, it is difficult to hear people. Could we look into this?

1. Date of next meeting : 18th July 2017

Meeting finished at 20.45