

Actions arising from Council meeting 11& 12 June 2022

Action	Responsible
1. Action: Luisa to research the purchase of an image bank for the Newsletter, find costs and get back to Marianna.	Luisa
2. Action: Marianna- to open a Substack account and explore its potential, and to invite Council members to comment/interact	Marianna
3. Action- Catriona to send a card expressing thanks to Andrew Jones, Veronica Watt and Roy Bowden for their work engaging with agencies in the Mental Health and Addictions team.	Catriona
4. Action: Catriona to draft a reply for Lynne's approval, in response to Graeme McCartney's email.	Catriona
5. Action: Lynne will research procedure around remits and get back to Council before the AGM	Lynne
6. Action: John O to talk to Luisa about wording a letter to members referring them to the TTBAC review prior to the AGM	John O
7. Action: Luisa to add the 'Robert's Rules' document to the website under 'Standing Orders'	Luisa
8. Action: Catriona and Luisa to update the Student Application and Annual Endorsement forms to include a place for students to give permission for training providers to let us know if they leave the course mid-year	Catriona/Luisa
9. Action: Catriona to reply to Linden Cooke to let him know about our proposal to add a space for permission on the student forms	Catriona
10. Action: Claire to investigate a new web support person and to get advice on potential new platforms for the database of members, ideally something that integrates with XERO	Claire
11. Action: Luisa to share the Finance folder with Delia and Jill on the Council Google Drive to centralise documents	Luisa
12. Action: Paul- to write something for the Newsletter- to let them know that the 'Conversion Practices' research group is in existence	Paul
13. Action: Claire to talk to journalist Veronica Meduna about what we could do to increase our public presence	Claire
14. Action: John F to contact Kyle McDonald re fronting a public communication re Psychotherapy Day.	John F

15. Action: Catriona to come up with a proposal regarding students on the register to bring to the next Council meeting	Catriona
16. Action: Luisa to write to the student member to tell them Council is considering the request re students on the register	Luisa
17. Action: Lynne and Anna to talk to Emma, Richard (from the Northern Branch) and Gavin Stansfield via zoom to discuss the PD event in 2023.	Lynne/Anna
18. Action: Anna to discuss with the rūnanga if or how the Waka Oranga logo is included on the Academy website	Anna
19. Action: Claire to join the Academy committee	Claire
20. Action: Claire to check with web manager about how to visually match the NZAP and Academy websites	Claire
21. Action: Delia to talk to Jill about coding transactions to the Academy, whether it's best to put funds in the Training account or Operating account, and how to set up an account for the Academy for the future.	Delia
22. Action: Luisa to finalise conference costs for the October Council meeting in Auckland and get back to Council. Then members can vote.	Luisa
23. Action: Claire to go back through Rick Williment's review, the strategic plan and liaise with John F to draft ideas for a communication strategy to bring to the next Council meeting	Claire
Ongoing Action List Items from the March 2022 Meeting	
24. Action: Luisa to provide training providers with a list of NZAP student members enrolled in their course and to copy the director of training into re-ratification email confirmation for students	Luisa
25. Action: John O to email members regarding receiving digital copies of Ata	John O
26. Action: Gabriela/ Lynne/ Claire to form a working group for Psychotherapy Day to discuss opportunities and reach out to members e.g. at the conference, who would like to be involved.	Lynne/Claire/Gabriela
27. Action: John F to write something about Psychotherapy day for the newsletter to prepare members.	John F
28. Action: John O to look for other potential names for Governance training- e.g. Dianne Jones, Psychodramatist	John O
29. Action: John O and Verity to continue their conversation about the Supervision Handbook including cultural supervision	John O/Verity
30. Action: Anna to check which Waka Oranga members are NZAP members and already get copies of Ata. Anna to send a list to Luisa.	Anna

31. Action: Victoria to organise a members' survey	Victoria
---	----------