

## Actions arising from Council meeting 1 & 2 April 2023

Action	Responsible
1. <b>Action: Luisa</b> to reinstate a place for Critical Reviews on the agenda as a standing item.	Luisa
2. <b>Action: Luisa</b> to add the following agenda item to the June Council meeting agenda: Discuss ideas for new Conference Planning Committee.	Luisa
3. <b>Action: Gabriela and John O</b> to set up a meeting with unregistered members to discuss our thoughts about how non-registered members might be represented on the website.	Gabriela and John O
4. <b>Action: Gabriela</b> to write to Linden to let him know our direction in response to his letter.	Gabriela
5. <b>Action: Gabriela</b> to research decisions made at Council about the inclusion or exclusion of non-registered members to membership.	Gabriela
6. <b>Action: Claire</b> to go through the website to find instances of the inappropriate use of the word 'Psychotherapist'.	Claire
7. <b>Action: Luisa</b> to add an agenda item regarding the acceptance or non-acceptance of registered members at the next Council meeting including a proposal about a necessary name change for the Association.	Luisa
8. <b>Action: Gabriela and Delia</b> to draft a proposal that combines the wording around 'psychotherapist/ psychotherapy practitioner', the change of name, the concept of the 'house for psychotherapy', and possible categories of membership.	Gabriela and Delia
9. <b>Action: Gabriela</b> to write to members through an Inform message before May and then contribute a Newsletter article outlining the thinking of Council regarding this name change.	Gabriela
10. <b>Action: New Chair of Ethics</b> to develop a resource for members who have to suddenly reduce or stop their practice, e.g. due to illness.	New Chair of Ethics
11. <b>Action: John O</b> to discuss with the ACP committee if he can share the guiding documents from PBANZ around accreditation, and the submission made by the ACP, with Council.	John O
12. <b>Action: John O</b> to take this discussion around National versus regional supervision groups back to the ACP committee.	John O
13. <b>Action: Luisa</b> to attend ACP meetings and <b>John O/Delia</b> to consider how this will affect the ACP budget.	Luisa, John O and Delia
14. <b>Action: John F</b> to provide Media training to Council and the MHAA Committee.	John F
15. <b>Action: Claire</b> to reserve the domain name with the possible new name of the Association (APANZ) to secure it for the website.	Claire
16. <b>Action: Luisa</b> to take over the role of liaising with advertisers for the Newsletter.	Luisa
17. <b>Action: Luisa</b> to share a list of what we need or would like in a new membership management platform with Iona.	Luisa

18. <b>Action: Claire</b> to organise training with Marianna and Iona around using Mailchimp for the Newsletter.	Claire
19. <b>Action: Delia</b> to help Claire with the process of moving to a new membership software program.	Delia
20. <b>Action: Seán</b> to write to Robert from the PDC to let him know of the decision and to thank him for his work on the committee, and to sound him out about possible future roles within NZAP.	Seán
21. <b>Action: Luisa</b> to update the records around elections of officers with relevant information.	Luisa
22. <b>Action: Catriona</b> to find an example of a conflict of interest form.	Catriona
23. <b>Action: John F</b> to discuss the process of becoming a registered charity with the Dominican sisters who have recently done this.	John F
24. <b>Action: Delia</b> to seek advice on eligibility for becoming a registered charity of tax exemption as a not-for-profit.	Delia
25. <b>Action: Catriona</b> to send Helen Packard and Helen Florence cards to thank them for her many years of work as Complaints Convenor and Complaints Liaison.	Catriona
26. <b>Action: Gabriela</b> to approach a potential candidate for Chair of Ethics.	Gabriela
27. <b>Action: Delia and Catriona</b> to talk about the wording for the Retired Members remit.	Delia and Catriona
28. <b>Action: John and Seán</b> to talk about the 2 versions of the TTBAC remit and finalise the agenda item before 26 April.	John O and Seán
29. <b>Action: Luisa</b> to put up draft minutes of the AGM on the website soon after they have been checked by Council rather than waiting until a month before the next AGM and to change this procedure in the office manual.	Luisa
30. <b>Action: Luisa</b> to add an agenda item for the next Council meeting around whether to hold a council meeting with the 2024 conference.	Luisa
31. <b>Action: Luisa</b> to add the Climate Crisis to the agenda as a standing item for further discussion on this issue.	Luisa
32. <b>Action: Luisa</b> to add correspondents to the Noticeboard email group if they wish.	Luisa
<b>Ongoing Action List Items from the June 2022 Meeting</b>	
33. <b>Action: Lynne</b> to discuss a possible joint submission with the NZAC to EAP providers regarding pay increases and to respond to Lynn Charlton.	Lynne
34. <b>Action: Delia</b> to organise an account for the Academy.	Delia
35. <b>Action: John O</b> to look for other potential names for Governance training- e.g. Dianne Jones, Psychodramatist.	John O
36. <b>Action: John O and Verity</b> to continue their conversation about the Supervision Handbook including cultural supervision.	John O/Verity
37. <b>Action: Anna</b> to check which Waka Oranga members are NZAP members and already get copies of Ata. Anna to send a list to Luisa.	Anna