

**MINUTES OF THE NZAP COUNCIL MEETING
HELD ONLINE VIA ZOOM
ON 11 DECEMBER 2023 6.15PM – 7.50PM**

Present:

Gabriela Mercado (President), John O'Connor (President Elect), Susan Horne, Delia Crozier, Catriona Cairns, Claire Miranda, Victoria Smith, Marianna Ackerman, Luisa Maloni (Administrator).

1. WELCOME

The meeting opened at 6:15pm with a karakia from Gabriela.

2. APOLOGIES

Apologies from Mihili Alexander.
Kua tamō te rōpū Waka Oranga.

3. CONFLICT OF INTEREST

None reported.

3. RATIFICATION OF NOVEMBER MEETING MINUTES

As a quorum was not reached at this meeting, the ratification of the meeting minutes was postponed and will be achieved through an email ratification round.

4. MATTERS ARISING FROM PREVIOUS MINUTES

Delia wanted to withdraw her suggestion to undergo a review this year. As per a previous decision from Council, audits are planned every 4 years and a financial statement will be sufficient to submit for this year.
(Council ratified this decision via email on 15 December 2023).

Action: Delia to research the difference between an audit and a review.

ACTION LIST (see action list for details)

Completed and ongoing action items were noted. The following items were commented on:

- 1. Action: John** to talk to his lawyer friend regarding any legal need to change the name of the Association. Ongoing. This could cost \$200-\$300. Council supported the need for this.
- 4. Action: Council** to think of potential 'investigators/facilitators' for the Disputes resolution process and pass on any recommendations to Catriona. Victoria has sent some ideas to Catriona. Catriona is continuing to work on this and will get back to Council if more names are needed.

5. **Action: Claire** to produce a report so Council can have a record of the work that has gone into the website. Will do for next in-person meeting.
6. **Action: Luisa** to send Catriona and Marianna a list of long standing members of 20, 25 and 30 year anniversaries in time for the first issue of the Newsletter 2024. Catriona to send cards. Ongoing.
7. **Action: John** to take this question, about a potential entry point to membership for overseas psychotherapists, back to ACP committee. This is on the table with the ACP committee and will be further discussed after the Accreditation process with PBANZ has been finalised.
8. **Action: Victoria** to look into the media training given to AHANZ. AHANZ has employed PR contractors and Victoria will look into the cost for this.
9. **Action: John** to check cost for resubmission of the Accreditation application. This cost has not been decided by PBANZ yet.
10. **Action: John** to look for other potential names for Governance training- e.g. Dianne Jones, Psychodramatist. Ongoing.
11. **John and Verity** to continue their conversation about the Supervision Handbook including cultural supervision. Ongoing.
12. **Action: Catriona and Luisa** to work on the Annual Membership Certificates to bring to the next Council meeting. Postpone until the 2024 subscription round.
13. **Action: Luisa** to look into adding Administrator access for Victoria to the NZAP LinkedIn page. Victoria and Luisa to discuss this.
14. **Action: Claire** to talk with Luisa about the labels for members on the website. Ongoing.

5. REPORTS FROM COUNCIL (oral)

President

- Gabriela has received a range of feedback from the meetings regarding the SOGICE report.

Honorary Secretary

- Endorsement processes: Potential members need endorsement from two current full NZAP members. Some people find this difficult if they have limited access to a branch. Gabriela is happy to talk with anyone in this situation, to introduce them to the Association and to be the seconder on the application form.

Treasurer

- The Education fund committee received four applications. Two have been approved, one has been declined and one is under consideration. The latter does not have ethics approval.

Action: Delia to send this proposal to John for consideration.

Motion: from Delia Crozier:

“Firstly to withdraw my recommendation that the 2023 accounts be subject to a review, Secondly, for them instead to be subject to a Compilation Engagement (ie Financial Statements prepared and presented by an outside accountant) as is usual practice in between audits.

Seconded: Catriona Cairns

(As the meeting did not reach quorum, this was voted on in an email ratification round on December 15 (see this noted at the end of this document)).

TTBAC

- Susan attended part of the Waka Oranga AGM. They have requested that all payments to Waka Oranga from NZAP be recognised as a koha. Delia will look into this and will discuss further at a later meeting.

Public Issues

- Clare Greensmith and Victoria met with Martin Chadwick from Allied Health. He is keen to have us involved in future conversations.

ACP Committee Chair

- The Accreditation Application to PBANZ is due at the end of February 2024. We will adapt the previous NZAP complaints process for the use of ACP candidates only (in the event they have issues with the training pathway).
- The ACP committee is interested in applying for an institutional membership with PEP for ACP candidates and the larger membership, however it could be expensive.
- Candidates who have not found a supervisor within 3 years of being on the pathway will need to withdraw from the pathway and therefore also, their Provisional membership with the NZAP.

Ata Journal

- John and Wiremu need a new editor. John could support this person. Please let John know if you can think of anyone.

Academy/Website

- There has been progress on the Academy site and the members area blog. The team is happy with Brock.

Newsletter

- Marianna spoke to the written report she shared with Council regarding the purpose, scope and timing of the Newsletter. Gabriela, Catriona and Marianna will work together on this.

Administrator

- Conference 2024 registrations are now open with 25 registrants so far.

6. CORRESPONDENCE

Correspondence was tabled for the next meeting of Council.

The meeting ended at 7:50pm.

**MINUTES OF THE NZAP COUNCIL MEETING
HELD VIA EMAIL
ON 15 DECEMBER 2023**

Present:

Gabriela Mercado (President), John O'Connor (President Elect), Susan Horne, Delia Crozier, Catriona Cairns, Claire Miranda, Victoria Smith, Marianna Ackerman, Mihili Alexander and Luisa Maloni (Administrator).

1. RATIFICATION OF NEW MEMBERS

The following memberships were ratified:

Motion: That the following applicants be ratified as Student Members of NZAP, having completed all requirements:

KAY RACHAEL RIDDLER, Upper Hutt (Hakomi)

SARAH FAY-DONOVAN, Wellington (ANZAP)

DANIELA AFFOLTA, Auckland (AUT Masters)

Motion: That the following applicant who has interim Psychotherapist registration, be ratified as a Provisional Member of NZAP, having completed all requirements:

ELIZABETH BRETT, Auckland

Motion: That the following applicants who have full Psychotherapist registration, be ratified as Full Members of NZAP, having completed all requirements:

ABBY DRIVER, Timaru (One endorsement only- past member previously known as James Driver)

BRONWYN MILLER, Palmerston North

Retired:

None this period

Resigned:

Frances Darragh, Auckland (Retiring from practice)

Passed Away:

Margaret Bowater

— Carried

1. RATIFICATION OF TREASURER'S MOTION

Motion: from Delia Crozier:

“Firstly to withdraw my recommendation that the 2023 accounts be subject to a review, Secondly, for them instead to be subject to a Compilation Engagement (ie Financial Statements prepared and presented by an outside accountant) as is usual practice in between audits.

Seconded: Catriona Cairns

— **Carried**