

RCN History of Nursing Forum Steering Committee Strategy Day Meeting Notes

Date: 12th November 2025

Time: 11:00-16:00

Room: RCN HQ – Room G06

Attendees:

Dianne Yarwood (DY)
Vari Drennan (VMD)
Seán Graffin (SG)
Janet Hargreaves (JH)
Nicola Ring (NR)
Victoria Sweetmore (VS)
Elizabeth Howard-Thornton (EHT)

Staff

Denise Alexis
Teresa Doherty

No	Item
1.	Welcome and apologies (DY) Chair welcomed attendees.
2.	Notes of last steering committee strategy day meeting (ALL) Previous meeting notes approved.
3	Governance changes and Chair's feedback (DY) <ul style="list-style-type: none"> Updated forum membership: 2,733 total; 671 first-choice members. Summary of recent Forum Chair's Group meeting provided. VMD elected unopposed to Chair starting January 2026 NC to stand for Vice Chair in current election. Annual report to be written and submitted. (DY)
4	Articles for RCN Magazines – review the new list and the comments (TD)

	<p>TD has had a discussion with Bethan Rees, Editor RCN magazines:</p> <ul style="list-style-type: none"> • New process: Article suggestions/comments will be made via a form for review at meetings. • Increased social media promotion recommended. • The committee reviewed the comments from Comms that had been entered on the form: <ul style="list-style-type: none"> • Proposed 2026 Articles: <ul style="list-style-type: none"> ◦ Art of Nursing ◦ HIV Event ◦ Prison Nursing ◦ Migration Exhibition ◦ NI Mobile Cardiac Ambulance Project • Additional Projects: <ul style="list-style-type: none"> ◦ 70 Years of Edinburgh University (blog) ◦ Radical Nursing Event (January) may make a good article ◦ Nurses from the island of Ireland during WW2 (blog)
5.	<p>Exhibitions and Events – outline timetable with HONF actions (TD)</p> <p>TD gave a briefing on the recent restructure: the Library and Archive Service has been split into</p> <ul style="list-style-type: none"> • Library and Museum – which will stay with Institute/Education • Archive and Records Management – which has moved to Governance <p>TD new job title is Head of Archive & Records Management RCN Professional Lead for History of Nursing. The teams will continue to collaborate together, so although there will be some internal changes, members should not notice any difference.</p> <p>TD gave a briefing on behalf of Sarah Chaney on Museum future events and exhibitions</p> <p>Actions:</p> <ul style="list-style-type: none"> ◦ Sarah Chaney RCN Museum and Events Manager to share a single list of exhibition/event dates for 2026 with the Steering Committee to assist with forward planning and requests for chairs. ◦ Siân Kiely, Knowledge and Research Manager to provide Scotland exhibition dates and report updates to the steering committee ◦ Committee to suggest publicity ideas for Scotland
6.	<p>Website review (EHT)</p> <p>EHT gave feedback on the review of the HONF webpages.</p> <p>Actions:</p> <ul style="list-style-type: none"> ◦ Add annual HONF lecture and current projects to webpage. ◦ TD to liaise with Digital Team on image alt text.
7.	<p>Congress 2026</p>

	<p>The committee proposed a joint education and development event with Public Health, Education and Research forums on the HIV project.</p> <p>Actions:</p> <p>DY to progress proposal</p>
8	<p>Oral history (DY)</p> <p>DY discussed FCC-funded projects and the HIV project, decision required on 2026 bid; group meets quarterly.</p> <ul style="list-style-type: none"> • Actions: <ul style="list-style-type: none"> ○ DY to submit an FCC OH bid for the 2025 bid deadline. ○ The committee have agreed a strategy for interviewing RCN Fellows. The RCN Fellows and Honorary Fellows web page includes a Roll of honour that lists the fellows; and a Directory of Fellows which has a profile for each. The HONF OH Group also has a list available only to them, which indicates which region/country each Fellow is in, and whether they have been interviewed yet. ○ HIV story project update and next steps (DY to handover lead of this project to VS) <ul style="list-style-type: none"> ▪ Arrange filming of interviews. ▪ Committee to suggest candidates to be interviewed. ▪ Advertise for HIV interviewees; ○ There is a HIV event scheduled for 27th November 2025. The recording will be available after the event here Previous events ○ All to promote
9	<p>Nurses In Red Wikipedia Group (VMD)</p> <p>VMD gave a written progress update on the work of the Wikipedia project group. Plan to advertise in February (to be confirmed) for any interested HONF participants wanting to join the group.</p> <ul style="list-style-type: none"> • Action <ul style="list-style-type: none"> ○ VD/DA to book the monthly Monday lunchtime meeting for 2026
10	<p>Blogs (JH)</p> <p>JH gave an overview and list of blogs produced this year, members engagement peaks when topics align with news.</p> <ul style="list-style-type: none"> ○ Action: <ul style="list-style-type: none"> ○ NR to lead. JH is willing to support by reviewing blogs,
11	<p>British Library Web Archive Project (SG)</p> <p>SG gave written feedback on the work of the British Library project to date. He has found 20-30 nursing organisations not yet included.</p> <ul style="list-style-type: none"> • Action:

	<ul style="list-style-type: none"> ○ TD to meet with SG to review the list. TD/SG to submit nominations to BL.
12	<p>Tracing Nurses</p> <p>Final version reviewed by SG, JH, EHT and now finalised. All need to raise awareness.</p> <ul style="list-style-type: none"> • Action: <ul style="list-style-type: none"> ○ TD to update on website. ○ Find a volunteer to write a blog on how it is being used (NR). ○ TD to contact the Commonwealth War Graves Commission with the Tracing Nurses Guide to inform them of their inclusion
13	<p>Social Media</p> <p>BlueSky (VMD) 161 followers Facebook (SG) 207 members</p> <ul style="list-style-type: none"> • Action: <ul style="list-style-type: none"> ○ Committee would like a LinkedIn forum account. TD/DA to ask if this is feasible
14	<p>Country and Regions</p> <p>Countries and regions to be encouraged to promote their groups via the HONF.</p> <ul style="list-style-type: none"> • Action: <ul style="list-style-type: none"> ○ NR to support Alison O'Donnell as Scotland lead and SG to liaise with Margaret Graham who is the NI lead. ○ Details to be requested for the HONF webpage
15	<p>Membership Involvement (DY)</p> <p>How can we engage more with the forum membership?</p> <p>Strategies discussed:</p> <ul style="list-style-type: none"> • Member communication centre callout to members re: HONF timetable at Congress and the promotion of projects • Blogs • Social media
16	<p>Review and update of HoNF Charter (ALL)</p> <p>DY reported back on her chair's email to all HONF members asking for suggestions and feedback on HONF activities to feed into the Charter 2026. The committee reviewed the activities, updated wording and the steering committee leads for activities and projects for the 2026 charter.</p>

	Action <ul style="list-style-type: none"> ○ Charter 2026 to be finalised and placed on the HONF website.
9.	AOB VMD thanked DY as the outgoing chair for all her work during her tenure as chair of the forum and looked forward to working with her in her continued capacity as steering group member.
10.	Date of Next Year's Strategy meeting 17th November 2026 10-16.00