

Oregon Student Nurses Association

Meeting of the Board of Directors

[Saturday, July 6, 2013]

Tualatin, Oregon

1. Call to order: (10:05am) The regular meeting of the Board of Directors of the Oregon Student Nurses Association was called to order by John Simpkin, President.

2. Roll Call

Those Present:

John Simpkin, President

Sarah Adkins, Vice President

Jonathan Bruce, Treasurer

Mary Geisler, Secretary

Emily Kaufman, Convention Director

Jennifer Rosales, Legislative Education Director

Jody Petersen, Community Health Director

Meghan Wuichet, Breakthrough to Nursing Director

Stephanie Griffin, OSNA Consultant

Via Google Hangout:

Liza Matsumoto, Nominating and Elections Committee (NEC)

Brendan Appleberry, Professional Development Director

Absent:

Abbigale Foster, Membership

Susan King, ONA Consultant

Quorum: John Simpkin, President, declared a quorum present.

3. Minutes: June minutes approved.

4. ONA Report:

1. At the ANA meeting. Had a really good outcome, went to Capitol Hill and had something happen! ONA is planning to move to refine hospital staffing law in 2015. Starting a work group, would like a rep from OSNA to be on that work group.
2. CE days coming, watch the website for more information.
3. Spoke with Jesse about socially responsible guidelines.

5. OSNA Consultant Report:

- 1.

6. Report of officers and committee chairs

(10:10) Report of the President:

- a. Oregon Center for Nursing has monthly podcasts that can be taken advantage of, especially for Jody's co-sleeping. They bring in a wide variety of guest speakers and offer objective information.
- b. Don't have access to the email addresses of other SNA chapters for the sake of privacy, will have to rely on Facebook.
- c. Chipotle would like to know an estimate of last year's numbers in order to determine whether or not they'd like to be involved in the mid-year convention.
- d. Email about contacting schools, John, Liza, and Abbigail with split up addressing schools.
- e. Bridge Pedal in August—Jody is leading the way! August 11.
- f. Asking for donations, who is okay to contact and who isn't: a reminder that we are OSNA so we should contact organizations that benefit the state of Oregon, nursing students, and the state of health in general. If we have a choice between local business and national businesses we should focus on local businesses first. Jesse Kennedy recommended using Imprint as a guide.
- g. Reminder that while we work together as a board, if you are not sure of anything please look to John and Sarah for clarification. Use your chain of command!
- h. Any support of a board outing—team building? Board expressed interest. Shooting for mid-August, early-September.

(10:42) Report of the Vice President:

- a. Paying attention to details (grammar, spelling, etc.) reflects well on OSNA and gives a professional impression to the public. If unsure of proper use, please look to Sarah; she's more than willing to help!
- b. Team Sparks Breast Cancer benefit run. They are looking for volunteers for the event on
- c. Graduation flowers: PCC had flowers come in for the main graduation, used them for the Pinning ceremony as well. "Recycle" the flowers by sending them to nursing homes, LTC facilities, funeral homes, etc. Put it in the newsletter?
- d. Formal requests need to be made to request a speaker for conventions.
- e. Imprint magazines brought in for donations requests.
- f. Forms for chapter contact information are on drives, please get them in.

(10:56) Report of the Secretary:

- a. Will be creating a form on Google Docs for an agenda template.

(11:02) Report of the Treasurer:

- a. Need a rough budget from everyone: “this is an estimate of what I am going to need this year for my projects.” A rough estimate now can help give an idea for overall needs throughout the year.
- b. Finance committee is working on revamping the OSNA store.
- c. Board talked about doing a BBQ in late August. Low-cost event to get people from across the state together for some face-time!
- d. 501C3—we have bank statements that need to get scanned and organized. Looking for our Article of Incorporation to be submitted. All other criteria are met. If we don’t gross more than \$5,000 a year OSNA may be able to forego the process, saving \$800.

(11:08) Report of the Media Director:

- a. Still no Media Director, will speak more about this with NEC Director’s report.

(11:12) Report of the Nominations and Elections Director:

- a. Applications for Media Director position have been sent in. Four students have expressed interest, but only two have applied. Discussion to extend deadline by one week. Application deadline will be extended by one week, Elections Committee will then have an additional week to look over the applications, and vote via Survey Monkey by 7/19/13.
- b. Jennifer printed out two fliers and passed them out at PSU and Linfield to create excitement about the open position.

(11:24) Report of the Legislative Education Director:

- a. Working on resolution topics. Noise level in movie theaters has sparked an interest. In the last five years no resolution regarding this topic has been written. Looking for articles regarding this subject matter. Would like to go ahead with this topic as of now. ONA would like Jen to attend another meeting with the cabinet of health policy. People outside the BOD can be support staff of the resolution committee, but they cannot be recognized as authors.

(11:32) Report of the Membership Director:

- a. Please see July agenda for report.

(11:33) Report of the Convention Director:

- a. Mid-year convention—10/12/13.
- b. Meghan has found one speaker; Laurie’s review and Hurst review are signed up. Emily wants to have eight speakers.
- c. Annual convention—2/22/14. A time has yet to be set. Aiming to have a time set by August. Brendan has sent out theme ideas, no one else has. A survey monkey will be sent out so the BOD can vote. PCC has assured that they are on board to host, unsure as of now of available rooms.
- d. Need donors and sponsors, will be using Meghan’s form to contact appropriate businesses. Local will be our focus!

- e. Had trouble contact LCC!
- f. We have contacted five speakers, have not received letters of intention to speak as of yet.
- g. Jennifer has invited Congressman Blumenauer to speak, unable to speak in October, possibly available for February.
- h. Hurst would like to do an all-day review session. John is worried this will disrupt breakout session attendance.
- i. Pricing for the Midyear Convention: \$15.00 for NSNA/OSNA members who register prior to October 1st, 2013, \$20.00 for NSNA/OSNA members who register after October 1st, 2013, \$10.00 for pre-nursing/high school students, \$5.00 for parents of pre-nursing/high school students (How does everyone feel about the aforementioned prices? Do we need to vote?)
- j. Negotiating a decreased room rate at the Marriot hotel in downtown Eugene, OR (This hotel appears to be the closest to LCC as per Google Maps)
- k. Meeting with Mariah Blodgett to organize various pieces of convention information on Google drive.
- l. Looking into asking UP and OHSU to consider sponsoring both conventions.

(12:01) Report of the Community Outreach Director:

- a. Co-sleeping PSA. Contacted KATU news.
- b. Spoke with John about Bridge Pedal. They would like to have volunteers, specifically OSNA involvement. As a board we need to come up with something to put on the website—a volunteer opportunity announcement—for aid stations. Volunteers need bicycles to get to cyclists that are injured out on the course. Asking for the BOD permission to put an announcement on our website. Bridge pedal will take place on 8/11/13 at 1300.

(12:13) Report of the Professional Development Director:

- a. Fifty donations for Meghan.
- b. Working on a hat, see sketches.
- c. Name suggestions. We need to come to a group consensus, but a vote is not necessary.
- d. Press release for August.
- e. Survey Monkey for name of run.
- f. For the run: will have committee members that are not OSNA members. John, Mary, Meghan, Jody, Emily and Jonathan have expressed interest in joining.
- g. Obstacles in addition to the run. Could draw media attention.
- h. We do have an OSNA LinkedIn group. Getting authority to add members. As of now only 18 members, looking to build up numbers.
- i. Need help with people putting everything in folders.
- j. Hurst review—PCC wants to charge us \$150/day for each of the three days. We are expecting close to 50 people to attend the events. Review is normally \$350, dropping price to \$300 for the first 25 OSNA members. Shooting for dates in late July.

- k. FB posts on OSNA public page: not everyone sees posts unless something has been “liked” or commented on. Trying to create more dialogue on the page to spark interest. You CAN post as OSNA, and I encourage everyone to do that, just know if you are you. Your opinion is not the opinions of OSNA, so don't express any opinion there. It is not the forum for it. But posting needs to happen, and everyone needs to be using this forum to get the word out. Why not mix some fun into the work we do? I don't want people afraid to use facebook.
- l. Looking for person who can do a resume workshop during a breakout session at the conventions.
- m. Newsletter edits? Send comments.

(12:45) Report of the Breakthrough to Nursing Director:

- a. Recognition of achievement luncheon went well.
- b. Compiled a list of high school students to match with nursing schools.
- c. Met with BTTN director at OHSU, interested in supporting her space. Would like a presentation prepared for her. Planning to do this in September. Meghan will be there as a rep for OSNA.
- d. Contact info from all campuses. Need emails! Please see the form sent out.
- e. Meghan has membership info, can she use the email addresses she has access to from OSNA? What is the confidentiality policy? OSNA needs to go in the subject line, need to use BCC.
- f. Need a list of willing participants by the beginning of August. Would like to start with schools around Lane CC.
- g. Breakout session focused just around high school students.
- h. Need help with website, pre-nursing page containing information geared toward high school students with preliminary information on nursing. Talk to Casey or Felicia for help with this.
- i. Emails and calls to high schools once participants have been identified.

12:58-2:00 Lunch and Work Break

Resume at 2:00pm

7. Old Business:

8. New Business:

- 1. Storing checks in office, lock box.
 - a. Tabled until next meeting.
- 2. Graduation flowers.
 - a. Discussion on promoting graduating classes to donate flowers after pinning ceremonies.
 - b. Flowers can be donated to funeral homes, LTC facilities, or nursing homes.
 - c. Discussion on focusing donations towards families in need (those who are financially unable to afford flowers).

- d. Sarah would like to write something for the newsletter regarding reaching out to individual SNA chapters.
- 3. Office supplies needed for the Finance Committee
 - a. Tabled until next meeting.
- 4. Vote to reimburse Emily.
 - a. Does not have receipts present.
 - b. Meghan motioned to reimburse Emily for amount spent on three totes from Fred Meyer to reorganize the office.
 - c. Jody seconded the motion.
 - d. Vote held.
 - e. Motion passes.
- 5. August event held at Jody's house for BOD. Think about it, digest it, and let Jody know!
 - a. Discuss times.
 - b. Would like to get a date and time nailed down within the next two weeks.
- 6. Pre-approval from BOD to purchase Command Strips to hang items on the office walls.
 - a. Is looking to purchase up to \$50 worth of strips.
 - b. Discussion to have small drywall nails and Spackle as opposed to Command Strips.
 - c. Meghan motioned to vote on pre-approving \$50 for Meghan to purchase command strips to hang honors cords in the office.
 - d. Jody seconded the motion.
 - e. Vote held.
 - f. Motion passes.


9. Date, Time, and Place for next meeting:

Saturday, **August 3, 2013**, 10:00am at the ONA Office, Third Floor.

10. Announcements:

- 1. Look for an email from John regarding supplies from Jonathan.
- 2. Organize our Google Drive!

Adjournment: There being no further business, the meeting was adjourned by John Simpkin, at **3:44pm**.



Secretary Signature

President Signature