



Meeting of the Board of Directors
July 7th, 9:00 am to 11:00 am
Tualatin, Oregon

1. Call to Order

Meeting called to order at 9:08 am by Natasha Schwartz

2. Roll Call

Those Present:

2018-2019 Board:

Natasha Schwartz, President
William Simmons, Vice president (not present)
Stephanie Breeden, Secretary
Meraina Berge, Treasurer
Cori Briscoe, Breakthrough to Nursing (not present)
Armenda Hayes, Convention
Leah Jenkins, Communications (not present)
Elizabeth Downing, Membership
Lindsey Garlinghouse, Professional Development (not present)
Lisa Johnson, Community Outreach

3. Approval of Minutes

Motion to approve minutes by Natasha Schwartz, motion seconded by Elizabeth Downing, motion carried

4. Report of the President

Emails

- Casey set up all the new emails, secretary and vice president emails were taken and will be different
- Natasha will give everyone their email and password
- Everyone needs to be sure to create a new password when they get their account information

Bank account transfer

- Bank account will be finalized in upcoming week

Mid-year conference funds

- Natasha will be going to mid-year conference
- Board will discuss finances to possibly send other board members
- Last year's board had 3 people attend last year, travel expenses were covered
- Template that OSNA has online that can help with planning and budgeting
- Natasha will reach out to NSNA to find out about hotel and airfare options

5. Report of the Treasurer

Financial Report

- Jennifer still has all the bank account information
- Meraina has everything signed to transfer the bank account, president and convention director need to be signed on to the bank account
- Natasha will talk to the bank about getting money ahead of time to upgrade the website

- Need to do fundraising for conference, possibility of increasing vendor fees at convention and fundraising at nurse's night out (raffle off merchandise)
- Natasha will be in touch with Cori about nurse's night out, once date and venue is set, Larlene will get the funds from California casualty
- Date for nurse's night out: early October
- Meraina received state dues paperwork, going to look into it further

6. Community outreach report

Outreach update

- Still doing snowcap, 5 people are on the roster
- Healthcare equity series, other schools can be invited in but they need their own faculty (8:1 ratio)
- Lisa will reach out to other schools and faculty to see if they're interested in participating
- Lisa will reach out to school chapters community outreach to see what everyone is doing
- Larlene is sending the University of Portland Roster to Elizabeth and she will send that to Lisa
- Need to reach out to Qiana to try and get list of school representatives to contact

7. Media

Website update

- Natasha talked with Casey about our website not being live or updated
- To do updates we need to upgrade our subscription, it would be 145 dollars to upgrade

Budget for annual website fee

- Motion to approve money for website upgrade by Armenda, motion seconded by Lisa, motion carried
- Everyone in favor to update website, none opposed
- Website will be upgraded in order to update it with new information

8. Convention

Dates and venue options for convention

- PCC has offered their campus free of charge
- Meraina will get set of dates that works for PCC and we will decide a date at the next meeting
- Aiming for February or March on a Saturday (possible dates: Feb 9th, 16th, 23rd, or March 2nd)
- Motion to vote on "Explore Nursing" as a convention theme by Lisa, Elizabeth seconded motion, motion carried
- Everyone in favor of "Explore Nursing" as convention theme, none opposed
- Larlene will help with contact information for guest speakers
- ONA will help with vendor list

9. Membership

- Elizabeth is working on getting list of school board members
- Elizabeth is going to contact admissions directors, activities directors to receive list
- Elizabeth will send list to Lisa so that she can help contact schools

10. Any new business:

Volunteer secretary for August meeting

- Natasha is going to talk to Lindsey about recording the minutes at the next meeting

Natasha needs to send check to get a list of OSNA members

- Motion to vote by Meraina, Lisa seconded motion, motion carried
- Everyone in favor of sending check of 24 dollars per 1000 members to get membership list, none opposed

11. Date, time and place of next meeting

- August 4th, 9 am to 11:00 am
- September 8th at 11:00 to 1:00 pm

12. Announcements

13. Adjournment (record the time in the minutes)

- Meeting adjourned at 10:19 am by Natasha Schwartz

Stephan Bueden
Secretary

N. Schwart
President

