

## Oregon Student Nurses Association

### Meeting of the Board of Directors

[Saturday, March 1, 2014]

Tualatin, Oregon

1. Call to order: (10:04 am) 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:

##### Outgoing:

John Simpkin, President (outgoing)

Sarah Adkins, Vice President (outgoing)

Mary Geisler, Secretary (outgoing)

Meghan Wuichet (outgoing Breakthrough to Nursing, incoming VP)

Brendan Appleberry, Professional Development Director (outgoing)

Liza Matsumoto, Nominating and Elections Committee (NEC) (outgoing)

Christina Carmichael, Media Director (outgoing)

Emily Kaufman, Convention Director (outgoing)

Wendy Mundell, Community Health Director (outgoing and incoming)

Susan King, ONA Consultant

##### Incoming:

Alicia McAuliffe, Treasurer (incoming)

Kayla Vedaa, Breakthrough to nursing (incoming)

Joci Guth, Professional Director (incoming)

Justine Blaud, Media Director (incoming)

Crystal Soker, Professional Development (incoming)

Sarah Carter, Membership Director (incoming)

Paula Ongmanchi, Nominating and Elections Education Director (incoming)

Janna Boren, president (incoming)

Katie Stevens, Secretary (incoming)

##### Via Google Hangout:

Abbigale Foster, Membership Director (ougoing)

##### Absent:

Jonathan Bruce, Treasurer (outgoing)

Wendy Wong, Annual Convention Director (incoming)

Jennifer Rosales, Legislative Education Director (outgoing)

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

#### 3. Minutes

- I. No amendments to the minutes.
- II. Minutes put to a vote, passes.

4. ONA report:

- I. Welcome to new BOD
- II. Primaries in May, general election in November
  - A. Sometimes ONA gets involved with support of candidates

5. OSNA Consultant report:

- I. Consultant not present

6. Voting on new Board Members:

- I. Paula Ongmanchi—running for NEC
- II. Sarah Carter—running for Midyear Convention Director
- III. Natasha Hofstadter—running for Legislation Education Director
- IV. Need a more defined date for elections deadlines
- V. Motion to vote on new members.
  - A. Vote, motion passes
- VI. Motion to elect Paula Ongmanchi to the position of NEC
  - A. No discussion
  - B. Vote, motion passes
- VII. Motion to elect Sarah Carter for Midyear Convention Director
  - A. No discussion
  - B. Vote, motion passes

7. Report of Officers and Committee Chairs:

(10:33) Report of President:

- I. Welcome to the new BOD
  - A. Meetings are always first Saturday of every month
  - B. Attendance is mandatory; please communicate with your president if an absence is necessary.
  - C. Checks for deposit (\$50.00)
- II. Huge thank you to everyone for help in the convention
  - A. Sorry I was a stress case
  - B. New bi-laws need to be updated on the website
    - 1. Copy printed out for NSNA convention
- III. NSNA convention:
  - A. Nashville, 4/8-4/13
  - B. Next year's midyear will be held in PDX
    - 1. Assignment: promote the city!
      - i. Chamber of Commerce
        - (i) Invite them to join us in Nashville to set up a booth
  - C. Presidents and VPs are paid for completely
    - 1. \$5310.60 is the allotted amount to be spent to send people to convention
    - 2. Max reimbursement for flights: \$300

IV. Board turnover

- A. Please stay in contact with those who are replacing you
- B. Outgoing board members will be on the sidelines for necessary assistance
- C. New BOD, please contact the new NSNA officer that aligns with your position, say hi!

(11:01) Report of Vice President:

- I. Bloom Project
  - A. Bring to your respective school SNAs word of the Bloom Project
  - B. Thebloomproject.org
  - C. Great for post-graduation
- II. Thank You letters
  - A. Speakers have been covered, cards need to be sent to others who helped make convention possible
- III. Check-ins
  - A. Made mid-month as a way to connect with all board members to make sure they feel supported in their needs.
  - B. Reminder to get agendas in
- IV. Recommendation:
  - A. Create a goal calendar for the BOD
    - 1. Can give structure and help create an agenda
    - 2. School chapter contacts

(11:08) Report of Secretary:

- I. See Agenda

(11:11) Report of Treasurer:

- I. Absent, please see Treasurer's report from this month
- II. Creating an account with the ONA Foundation

(11:13) Report of Media Director:

- I. Created convention newsletter
  - A. Went back and forth with NSNA re: formatting, eventually rejected because images were too large to be sent out with email blast
  - B. Want to work with new Media Director to make this easier
  - C. Finalizing handoff of media instructions
  - D. Interested in scrapping NSNA email blast, email subscription instead (for the newsletter)

(11:18) Report of Membership Director:

- I. Thank you to the current BOD
  - A. Would be able and willing to come back to the new BOD and serve as a committee member
- II. Request from Allen Smith for a once a year excel sheet, now want it every three months.



- A. This incurs a fee, but due to the increase in need, they will reimburse us the \$24/time submitted

III. Membership: 835

(11:22) Report of Legislative Education Director:

- I. Absent
- II. Unsure if she is unable to come to the NSNA convention, John requests another Board Member to accompany him to present the resolution

(11:24) Report of Professional Development Director:

- I. Welcome, welcome!
- II. Be organized!
  - A. Familiarize yourself with Google Drive
- III. NSNA Midyear—use this as an opportunity to fundraise!
- IV. OSNA fun run—May 10<sup>th</sup>
  - A. Hope we can make this a national event next year
- V. If you have contacts outside OSNA that should be updated on the going-ons of OSNA please send them to Brendan.
- VI. Facebook advertising!
  - A. Spent \$169
  - B. 98 people interacting with our site specific to convention
  - C. Brendan proposes that the new Media Director continue with the use of FB for advertising purposes
- VII. Reviews for the BOD members (Kaplan, Hurst, Laurie's)
  - A. How long do members have to serve before benefiting from these complimentary reviews?

(11:38) Report of Breakthrough to Nursing Director:

- I. Feedback from surveys from convention
  - A. Emailed to BOD
- II. Hotels have been booked
  - A. Needs to be discussed during work time
- III. Want to talk to everyone about a free Breakthrough to Nursing workshop
  - A. Many people want our support and our advice but don't know how to get a hold of us
- IV. Dining to Donate (3/19/14)
  - A. All chapters from OSNA need fliers
    - 1. 15% from all proceeds of check go to OSNA (Applebee's in Lake Oswego)
    - 2. Need help getting the word out
- V. Recognition of Achievement luncheon during work time
  - A. Location of luncheon, if new BOD wants to continue this

(11:44) Report of Nominations and Elections Director:

- I. Filled the majority of the BOD positions
- II. Welcome to the new BOD, please ask the outgoing BOD questions!
  - A. Legislative Director is the remaining position that needs to be filled

## (11:45) Report of Convention Director:

- I. Very excited to welcome everyone, especially the TWO convention directors
  - A. Ready to work alongside the new directors and support in any way possible
- II. Very curious as to how we did with numbers related to the convention
  - A. Excited to hear the feedback
  - B. Very proud of how convention went
  - C. All raffle prize winners have been contacted
  - D. Tried very hard to organize Gmail account to make contact with vendors, sponsors, etc. easy
  - E. Have had good luck with Eventbrite, encourage the new BOD to use it as well
    1. Will cost money but makes things very easy
- III. Finishing and finalizing handoff folder
- IV. Treasurer needs to remit payment to PCC catering
- V. Updating the web, continuing to advertise for all sponsors
  - A. Clickable links, something the new BOD should think about

## (11:51) Report of Community Outreach Director:

- I. Contacted Liz about Project Linus, attempting to set up a meeting
- II. Made a flier for the clothing drive I would like to have in the Spring
  - A. Would like some feedback
- III. Taking food collected at convention to Oregon Food Bank
- IV. Need contacts from other SNA chapters

12:30-2:00 Lunch and Work Break

Resume at 2:09 pm

## 7. Old Business:

- I. February minutes amended to show there is no current consultant.
- II. Minutes approved

## 8. New Business:

- I. Vote for delegates for ONA HOD
  - A. Is there interest among the Board to act as a delegate?
    1. A spot should be reserved for the incoming Legislative and Elections Committee Director.
- II. Vote for reimbursement to Meghan
  - A. Motion made to reimburse Meghan for \$875.31 for costs incurred towards the OSNA Annual Convention
  - B. Motion seconded
  - C. Discussion:
    1. Breakdown from Meghan of costs/items purchased
    2. Emily reports that this cost is under budget that Emily initially proposed
  - D. Motion put to a vote
  - E. Motion passes
- III. Vote for \$10 to make a new convention binder

- A. Motion to spend up to \$10 dollars to spend towards a new binder for the new Convention Director
- B. Motion seconded
- C. Discussion:
  - 1. Do we have a binder not being used that is suitable in the office?
- D. Motion put to a vote
- E. Motion passes
- IV. Voting in new consultants
  - A. Need to review election process in the bylaws
  - B. Need to clarify how many consultants
    - 1. Article 11, section 1: there shall be at least two consultants. One, being voted in by the BOD of the ONA, another being a former Board Member.
    - 2. Nominations for consultants: Mary, Brendan, Sarah, Emily, Christina
    - 3. Role of the consultant:
      - i. Article 11, section 2
  - C. Motion to table until next month
  - D. Motion seconded
  - E. No discussion
  - F. Motion put to a vote
  - G. Motion passes
- V. NSNA funds
- VI. Natasha to be new LEC Director
  - A. Motion to vote Natasha in as new LEC Director
  - B. Motion seconded
  - C. Discussion
  - D. Motion put to a vote
  - E. Motion passes

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

Saturday, April 5, 2014, 10:00am at the ONA Office, Third Floor.

10. Announcements:

- I. Your outgoing board member is available for you to be used as a resource
- II. FB is a great way to host a forum online, however, it is not meant as an official forum for official business.
- III. We do vote via survey monkey
- IV. Tabling HOD votes
- V. Goal calendar

Adjournment: There being no further business, the meeting was adjourned by John Simpkin, at 4:02 pm.



Secretary Signature



President Signature