

**Louisiana Association of Student Nurses
Executive Board Meeting
2005 NSNA Convention
Salt Lake City, Utah
Saturday, April 9, 2005**

Meeting is called to order by Emily Richardson at 8:43 am.

Roll Call conducted by LASN Secretary Meghan Scott

Board members

President- Christina Erwin
Vice-President- Emily Richardson
Secretary- Meghan Scott
Treasurer- Regan Grissom
Region I Director- Ryan Moore
Region III Director- Chequita Hilliard
Region IV Director- Allison Vallee
Historian-Recorder- Samantha Summers
Horizon's Editor- Seth Stanfield
Parliamentarian- Kimberly Robertson
BTN- Trishana Ducros
Presidential Consultant- Trygve Olson
LSNA Consultant- Mrs. Patricia La Brosse

The following board members are not present: Christina Erwin, Chequita Hilliard, Mrs. Patricia LaBrosse, and Trygve Olson.

This is not a formal meeting. A consultant is not present; therefore, no voting will take place.

Topic: Future LASN Board Meetings

Discussion: The May meeting is set for May 21, 2005. Emily, Shana and Kim will not be present at the meeting due to prior commitments. **The May meeting date has been changed to May 14, 2005 in Baton Rouge; location TBA.** The June meeting will be in Alexandria the night before Sum-R-Leaders Day and the July meeting will be in Shreveport; date TBA.

Topic: Sum-R-Leaders Day

Discussion: This event is for anyone who is an SNA officer now or who is planning on running for a state office. The date for Sum-R-Leaders Day is June 4, 2005. It will be held at Rapides Learning Center in Alexandria, LA. Registration will start at 8:15 am; Ryan stated that we should be at Rapides Learning Center by 8:00 am, because there is not much for us to set up. The board members from out of town should plan on arriving in Alexandria on June 3, 2005 by 6:00 pm so that we can hold a board meeting that night. Sleeping accommodations will be arranged prior to the event. Speakers for the event include the District Officer of the year for LSNA, Mrs. LaBrosse, and Ann Deshoteles. The LASN officers will lead a 30-35 minute session responsibilities of their position on the LASN board. The tentative schedule for Sum-R-Leaders Day is as follows:

8:15- Registration
8:30- Welcome/Icebreakers

9:00- Local chapter discussion (chapters discuss the events and recent happenings of their chapter)
9:30 – How to run a better local chapter- (LASN officers will be the moderators)
10:15- Break/Snack- (Snacks will be provided by Educade and Rapides)
10:30- Ann Deshoteles- (Speaking on state positions and being a state officer)
11:00- District Officer of the Year for LSNA
11:30- Lunch- (Ryan is working on getting lunch sponsored)
12:30- Discussion of each state office (lead by LASN officers)

The whole day is expected to be complete by 2:30-3:00 pm. Ryan stated that clean up should only take 15 minutes. **Ryan will e-mail the final schedule to everyone as soon as he completes it.**

We will register students by paper registration, online, and on site. **Ryan will work on the registration information this week so that it can be sent to each school ASAP.** The fee will be \$20 per person. **The deadline for registration is May 20.** Online registration will be through Pay Pal. **Seth will talk to Richard about posting a receipt for Pay Pal on the website.** All of the registration information will be turned into Regan. **Regan will e-mail Ryan and all of the Region Directors the names of the students that have registered, organized by schools.** As of right now, LASN does not have to pay for anything...the location, food, etc are being donated. We will have nametags on site that the students can write their name on. We will advertise for Sum-R-Leaders Day through the LASN website and flyers distributed by the Region Directors. We also need to start to promote the program by word of mouth. **Ryan stated that everything will be confirmed by Friday.**

Topic: Semester CD Packets

Christina told Emily to let us know that we will have the semester CD packets within the next week. She did not say whether or not she is going to burn all of them. She said all of the flyers looked great!

Topic: LASN State Convention, September 29- October 2, 2005

Discussion: Emily distributed copies of the hotel contract for the LASN state convention. It is going to be held at the Plaza New Orleans, soon to be the Radisson. Christina and Carol did a walk through. Emily has been in contact with people at the hotel in regards to the contract. The only change made to the contract was that we will not have to pay \$25 per exhibitor, the only reason we would have to pay for an exhibitor will be if they require electricity for their set-up. **Our deposit is due by May 16, 2005 in the amount of \$500.00. Regan and Alli will drop to check off to the hotel and obtain a receipt.** The other contact people beside Angela Matherne are Rose Hernandez (504-303-3040) and Monique Alsaadi.

Topic: Convention Speakers

Discussion: Samantha stated that Sylvia Rayfield offered to do the Pharmacology focus session. Samantha was wondering if we should ask Marlene Hurst, since she is going to provide the bags free of charge for the convention and because she and Sylvia Rayfield are competitors. During the meeting, we contacted Mrs. LaBrose via telephone. She

advised that if we don't use Sylvia Rayfield for a session, than the planning of the speakers may look like a monopoly. Marlene Hurst is already doing so much for the convention; therefore, Samantha will contact Sylvia Rayfield about doing the Pharmacology. Samantha has not written the letter to send to the speakers, inquiring if they are interested or the form for them to fill out requesting demographic information.

We could purchase some books from Sylvia Rayfield for half price and used them as a fundraiser. We need to contact Lippincott about donating books as door prizes for the awards ceremony. Marlene Hurst needs to be contacted to confirm that she is still going to provide the bags. Seth said that many exhibitors that he spoke with at NSNA convention stated that they would be interested in being an exhibitor at LASN state convention. **Samantha will forward everyone a list of the companies she has contacted for donations.**

Topic: Opening Night Celebration

Discussion: The party will be September 30, 2005. Samantha knows a live band and Seth knows a DJ. The DJ we used last year only charged \$200, which included travel. **Alli is going to contact a DJ she knows in New Orleans.**

The board decided that the opening night celebration will be a Decades Party; the theme is: LASN Across the Decades. Each region will be assigned a decade (Region I- 1950s; Region II- 1960s; Region III- 1970s; Region IV- 1980s) and requested to dress in clothing from the decade. The flyer must clarify that this is a fun event; people should not be dressed in nursing attire through the decades. **The flyer for the Opening Night Celebration has to make it on the Semester CD packet.** The flyer will contain the following examples of movies that display the appropriate attire for each decade: 1950s- Grease; 1960s- Woodstock; 1970- Saturday Night Fever and 1980s- Breakfast Club. We may have a dance off between the regions to a key song of their decade for prizes. Board members should be thinking of a movie/TV show that we could dress up as. Suggestions were Gilligan's Island, the Brady Bunch, or JAG.

Topic: Silent Auction

Discussion: If you get donations for the silent auction, hold onto them. We must send a tax ID form to companies that donate items for the silent auction. Samantha stated that she already has one donation. **Everyone should be trying to get donations.**

Topic: Convention Bags

Discussion:

Everyone needs to get donations (pens, pamphlets about New Orleans, tablets, etc). Alli will contact the Convention and Business Bureau in New Orleans. Samantha has already gotten some donations for the bags. All of the goodies for the convention should be sent to Alli.

We need to send a letter to NSNA for a representative come to the convention.

Reminder: Next meeting is May 14, 2005, location in Baton Rouge/TBA.

Meeting Adjourned at 9:52 am.