

Louisiana Association of Student Nurses
Executive Board Meeting
November 15, 2003- Homewood Suites Hotel 7:00 p.m.

Meeting is called to order by LASN President Sherry Williams at 8:20.

Roll Call conducted by LASN secretary Nicole Dispenza.

Board members present:

- President- Sherry Williams
- Vice President- Aimee Davis
- Secretary- Nicole Dispenza
- Treasurer- Staci Love
- Region I Director- Ryan Moore
- Region II Director- Ashley Lemoine
- Region III Director- Chanal Brown
- Region IV Director- Ana Depuy
- Special Events Coordinator- Brandi Simmons
- Parliamentarian- Andranecia Cox
- Elected Consultant- Kimberly Marler
- Presidential Consultant- Jeffrey Hamilton

Members absent: Trgyve Olson, Horizon's Editor

Quorum: Sherry Williams, President declares determination of quorum is 8 members a majority. Determined by LASN with 11 out of 12 voting members present.

Motion 1 submitted by : Staci Love seconded by: Bridgette Robertson
I move that We accept the agenda for November 15th as a working agenda
Action: moved: Passed at 8:22

Motion 2 submitted Staci Love seconded by Bridgette Roberston
I move that we accept the October 19th 2002-2003 minutes with editorial changes
Action:.. Moved at 8:25

Motion 3 submitted by Bridgette Robertson seconded by Ana Depuy
We accept the October 19, 2003-2004 minutes with editorial changes
Action: Moved at 8:27

Financial Reports by Staci Love

- 4th page checking balance according to statement as of two days ago 25, 228.16
- Waiting on UTMB for the check for \$600
- Balance 22,033.24 (after outstanding checks, money owed to AVPG, and money owed to LASN by UTMB)
- Savings \$6507.04
- Audit in the works is not finished, hopefully by next meeting, between \$250-300 dollars to complete

Discussion:

Sherry Williams discuss that we will make a decision about audit next meeting after a quote is made depending on guest speaker

Motion 4 submitted by Christian Erwin seconded by Ryan Moore

I move that we accept the financial report

Discussion

Moved at 8:34

Officer Reports:

Purpose of to-do lists to write down what needs to be done this month, lists the things that is accomplished

President Sherry Williams

- Goals for Board: Helps to keep us in Line! Stay on top of trying to reach your goals!
- Officer To do list are not turned in, is your record!
- Officers Report need to be sent to Nicole Dispenza, LASN secretary 48 hrs before a meeting

This month:

- Research on past minutes, went back to history of old minutes looked at what they did, got tips for things for this meeting, went through notebook
- Answered phone/emails
- Dean brought cake and balloons and was honored
- Had a meeting with her Dean, we will be able to use her conference room for future meetings if needed
- Worked on Letterhead and business cards

Vice President Aimee Davis

- Stopped at some local places at Holiday Inn to visit a few sites in Baton Rouge
- Looked at Visitor's Bureau for the convention
- Begin researching Rates etc. for upcoming convention, but needed a specific date
- Went through binder

Secretary-Nicole Dispenza

- Sent thank you notes to all of the state convention exhibitors and to Melisa Wilson
- Spoke with dean about my position and gave her a copy of minutes and handouts for mid-year
- Sent new board information to Melisa Wilson and Susan Wong
- Typed up meeting minutes from the October 19th meeting of the new and old board members
- Typed the suggestion list of words of advice from the old board members
- Began compiling a database of public relations information
- Passed out copies of Horizon's to my Nursing school class

Treasurer- Staci Love

- Met with the last treasurer and got information for her position
- Edit and print new board budgets and vouchers and ledgers
- Created new files, invoiced and collected money from last people from convention
- Went through all of the files to check the checks, list
- Organized files for each position

Region I Director-Ryan Moore

- On the way home from convention planned surprise party for Sherry
- Spoken with the Dean of the school about position
- Sent letters to deans of other colleges
- Sent letters to president of the chapters

Region II Director- Bridgette Roberston

1. Spoke to local SNA about the LASN convention
2. Research about legislative chair
 - Research about bills Nursing reenacted act, public service ad to encourage diversity
 - Award grants to eligible to increase nurses
 - Establish nurse service corps scholarships
 - Patient care employee act, limit overtime offers, Nurses of Tomorrow Acts establish tax act
 - Student loan repayment, review Nurse immigration standards, they are trying to lower standards for immigrants
 - Kari Yates how to communicate with the legislature
3. Contacted Kim about her position to learn about her position
 - Attend workshops, Aids awareness project, possible red ribbon week,
 - Intro letter to dean, discuss implementation about her position at the state and local level

Discussion: Christina Erwin points out Senator Willy Mount loves to hear from nurses, brought up proposal for nursing overtime brought up by a nursing student,

link on the LASN website for updates to take information and bring back to the SNA members

Region III Director: Chanal Brown

- Made calls to schools within her region, called each advisor, Spoke with Ms. Tingle at Baton Rouge General, revised the by-law to regenerate new members
- They have started to initiated new members for pre-nursing
- Spoke with pre-nursing class to get new members
- Spoke with Southeastern but is still pending
- Received answering service at Nichollas state with no answer
- Spoke with members of the board for letters of recommendation for new position and a copy for a transcript
- Spoke to Ms. Gillory to OLOL
- Nomination and Elections Report to think of a theme is :Let's Go to the Movies
- Section of the convention, any type of movie, dress up to go with that movie

Disucssion: Staci Love points out to go to the NSNA website or call to look for presidents and advisors for contacts to the schools, and get a list of all of the members for each school

Sherry points out to work organizations list all the way down the chain of command to get contact information

Sherry points out the that board members must send their GPA because it is in the by-laws, must submit to the LSNA elected consultant, unoffical transcript

Region IV-Ana Depuy

- Wrote letters to send to deans, faculty advisor, presidents and vice presidents
- Next week planning on going to Dillard University
- Tuesday she will drive to Charity
- Community Service: theme: Leadership through Service, state day where all SNA do one community service projects, get it in the press
- Checked out the websites and feedback on ideas for events:

Discussion: Chanal Brown suggests community health site for immunizations etc., Women's Clinic on Airline service for branch of Charity hospitals with young teens, education or counseling

BTN- Ashley Lemoine

- Worked with Keysha Nebours about contacts
- Obtain membership reports
- Gone through box, looking into getting new addresses, contact school for officer reports online
- Need to Get from each Region Director each positions and information from each chapter of SNA within their region
- Recruited some pre-nursing students at McNeese

-Think of what your school to increase membership and give feedback to Ashley by email, and help within your school to recruit SNA members

Discussion: Aimee states one person from the board should go to each school, find time to attend school meetings, ask if we could sit in about talking to being a member, talk to each person at orientation especially new incoming nursing students

Staci Love offered opportunity to order a nursing kit (got ten dollars off) plus membership, gave away information from bag, pizza party, people who sign up pull names for prizes, looking into by-law for having a pre-nursing representative in a local chapter

Chrisitna states that a lot of the prenursing students are unaware about being able to join, encourage to change their by-laws to match this by-law, ability to transfer membership to their school

Chanal states extended membership year long, can always send money to nationals and join SNA at any point within the year

Horizon's Editor: Trgyve Olson (not present)

-Web page: Deadline for Horizon's is December 1st

-Intro/bios need to go on website and go in Horizon's

Discussion: Jeffrey suggests bio should include name, university, level, quote go by, who won what at convention, BTN gets an article about what schools numbers are up

-It is a printed publication, goes on your record as a published work, encourage SNA members to write a small article

- Kimberely suggests to make sure you have someone proofread your article before you submit it to Horizon's and to make sure email is correct and all information is correct

Brandi Simmons- Special Events Coordinator

-Had booked the site for the meeting but it has changed

-Interterm dean is the advisor and has been informed of her position

-Researched places for board retreat: in the past they have gone to state parks, ordered brochures

-Advised to look at lodges, brought brochures to look for a specific spot email 2 spots that we really like, we also need a date, weekend

-Email Brandi and think of activities to do at the retreat, please send suggestions

Discussion: Jeffrey suggests use the Executive Board and then email it out

Kimberley suggests picking two choices and then emailing everyone to vote

A possible date is suggests for (Friday thru Sunday) Jan.16, 17th and 18th

Historian Recorder- Christian Erwin

- Has taken an array of pictures and old scrapbooks from previous boards' pictures and trying to implement into a scrapbook
- Attended editor's workshop at Mid Year
- Pics from MidYear scan on the web
- Worked at the LASN table for Madri Gras flair
- Currently working on scrapbook, planned to as each event as it goes along
- Working on the Powerpoint presentation, please email suggestions for scrapbook and for the powerpoint
- Scrapbooks can be electronic, encourage school to try to use a multimedia scrapbook
- If you have any old Horizon's please send them to Christina in cause we want to reference them in the scrapbook

Parliamentarian- Andrenca Cox

- Talked to the Dean about the board position
- Talked to the pre-nursing students and encouraged them to join
- Contacted school newspaper about article and LASN
- Local SNA chapter held a Membership drive, goodies from convention were used, received five new members
- Community service drive for Nelly's little sister
- Participated in VA stand out, veterans came and got flu shots and vital signs

Ryan Moore- the Image of Nursing

- At midyear they saw the shirt that California was selling
- Were given permission to reprint the logos
- Can be used as a convention logo

Motion 5 submitted by Staci Love seconded by: Bridgette Robertson

We Accept officers Committee and consultant report with editorial changes
Motion passed at 10:18 p.m.

Old Business:

money from vendors that have not paid: on page three of the financial report
Income and Expense Balance

Profit- \$4066.89

Registration stats for Horizon's, attendance from each school

-William Carey had the most attendance and this was because it was part of a nursing school class class to do research component

Silent Auction money was scholarship funds- transferred to savings

Discussion: Jeffrey suggest to talk to Darla about what LSNA owes us

-Income and expenses from Mid Year

-Hotel was \$213.54 including tax for four nights

-Parking total \$283.27

-Total about \$1849.93

Income from Madri Gras items \$572.

-Penny war \$139

Total income was \$711 Midyear balance \$1138. 93

Checking balance after theses expenses \$20,894.31

Inaccurate information at the last meeting this is the reason why we went over

Discussion: Jeffrey suggests to look into watching wasting money on parking etc, carpooling.

Motion 6 submitted by Christian Erwin seconded by Brandi Simmons:

I move that LASN allow an additional \$1000.00 be put toward the NSNA Mid-Year Convention budget

Motion passed at 10:31

Discussion:

Sherry would like to know who attended what seminars and what focus sessions were attended, write down what we learned typed in an email before the next meeting

Membership update no increases or no decreases

Total membership 836 state total

Sherry states that Feb 4th is the cutoff for new members to be in the House of Delegates and when finding information about local chapters, find out when the schools are having SNA election

By-Law changes for next meeting by Nicole Dispenza

Consultant by laws attendance to be looked up for next meeting

Cerwin3@cox.net needed to be changed on the phone directory

NEW BUSINESS

1. Executive board appointments- if something needs to be decided when we aren't together as a board the executive board it is composed of 2 other officers and one consultant

- Executive committee of the executive board
- Fully reported by president at the next meeting
- Staci Love, Christina Erwin and Kimberly Marler be on the executive committee

ANNOUNCEMENTS:

- December 13th possibility meeting (Alexandria) at Louisiana College at 10:00 a.m.
- Bring a white elephant gift for Christmas gift!

Treasurer- Staci Love

- Donation form: encourage people to donate to LASN, need a copy of the form
- Mileage chart, based on state employees
- Suggestions going to mapquest.com to have a record for exact mileage
- Now it is set to 15 cents per mile, possible change
- Personalized vouchers are to handed in with receipts either mailed before the next meeting or before the meeting starts
- Personalized budgets, monetary values, how much can spend based on budget from last year passed out in financial report
- Special events coordinator budget evened to \$1400

Discussion: National convention

Christiana offers car ride to five people if they would like to attend Nationals

- See if school will sponsor you to send to Nationals

Jeffery suggests looking at all events in the future as well

- District Nurses association, Hospitals to sponsor you to go to convention

Leadership Camp- TBA

Board Retreat Jan.16th and place to be voted on

All Goals for each officers should be submit/mailed to Sherry before the next meeting

Discussion about fundraising ideas

Fundraising ideas defer to make decisions to next meeting, executive board to discuss about negotiations with Innovotis

Motion 7 submitted by Staci Love seconded by: Nicole Dispenza

I move that LASN Board of directors defer negotiations of a contract between LASN and Innovotis Imc WorldWide to bring back to the LASN board at next meeting on December 13th, 2003

Adjournment 11:22 pm

