

**Louisiana Association of Student Nurses
Executive Board Meeting
Rapides Learning Center
Alexandria, LA
March 11, 2006**

Meeting is called to order by Emily Richardson at 10:19am

Roll Call conducted by LASN Secretary Meghan Scott

Board members:

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

Meghan Scott, LASN Secretary, determines quorum as 5 out of 8 voting members. There are 4 voting members present. The following members are not present: Chequita Hilliard, Trishana Ducros, Allison Vallee, Samantha Summers, and Kimberly Robertson. Since the LASN Board of Directors does not meet quorum, voting power has been given to the Executive Committee members.

I. Information from NSNA

A. Emily reported to the LASN Board of Directors information Ms. LaBrosse received from NSNA via e-mail

1. Ms. LaBrosse informed NSNA of the unique situation LASN Board of Directors is in; in that, our President resigned and the Vice President will assume the office of President, we have not had a board meeting in several months, and that we risk not meeting quorum at our next board meeting
2. Dr. Mancino's replied that the e-mail was forwarded to the NSNA Parliamentarian, of which she has not heard back from. For the time being, Dr. Mancino suggested that we fill the vacancies on the board until a new board can be elected. We should conduct association business as normal. As far as voting goes, we can ratify the votes by mail or e-mailing board members not present, contacting board members by speaker phone, or giving the power to the Executive Committee to vote.

Motion I: I move that we accept the agenda for the March 11, 2006 meeting as a working agenda.

Submitted by: Emily Richardson

Seconded by: Regan Grissom

Action: Passed at 10:28

II. Executive Announcement

A. Presidential change

1. Christina has resigned as the LASN President.
2. As LASN Vice President, Emily Richardson has assumed the position of the LASN President.
3. Christina was present at the meeting and expressed her sorrow for having to resign from her position. She wishes the LASN Board of Directors the best of luck in planning the 2006 Convention and stated that she is confident that Emily will do a great job as President.
4. Emily has asked Christina to be her advisor as we plan and carry out the 2006 LASN Convention. Christina would be a consultant to Emily, but is not expected to be present at LASN meetings. Christina stated that she supports the board as we continue.

Motion II: I move that we accept the meeting minutes from the October 8, 2005 executive board meeting with editorial changes

Submitted by: Regan Grissom

Seconded by: Emily Richardson

Action: Passed at 10:32

III. Reports

A. Financial Report

1. Checking account balance: \$12,457.68
 1. Excludes a deposit in the amount of \$1840.00
 2. We have not received a reimbursement in the amount of \$1613.00 from the Peery Hotel
 3. We still need to be reimbursed \$500 from the Radisson Hotel and \$200 from the DJ.
 - 4. Regan will follow up with the Peery Hotel and the DJ reimbursement**
 - 5. Emily will follow up with the Radisson Hotel reimbursement**
2. Savings account balance: \$4924.99
3. Seth stated that AfterCollege needs contact info from LASN to donate some money they collected for Hurricane Katrina victims, it is about \$150.00.
Regan will send them her contact information.
4. NSNA is now sending checks to Regan's house in Baton Rouge instead of her New Orleans address
5. All reimbursements for 2005 LASN Convention and have been completed

Motion III: I move that we accept the financial report for the March 11, 2006 meeting

Submitted: Regan Grissom
Seconded by: Emily Richardson
Action: Passed at 10:40

Motion IV: I move that we suspend Robert's Rules of Order for this meeting.

Submitted by: Emily Richardson
Seconded by: Regan Grissom
Action: Passed at 10:42

B. Officer Reports

1. No written officer reports were submitted
2. Verbal Officer Reports
 - a. **Region I Director- Ryan Moore**
 1. LSU-Shreveport is trying to start an SNA chapter and is interested in LASN events. They only have an LPN program; therefore, they are not eligible to be a part of LASN.
 2. Grambling is still working hard
 3. Students from LA Tech have expressed interest in holding an officer position on the state board. Some of them will be graduating in December. Ryan suggested that perhaps we can recruit them to fill the current vacancies on the board.
 - b. Christina stated that she talked to Carol Cairo. Carol informed her that the Lafayette Convention Bureau contacted her about holding the 2006 LASN Convention in Lafayette.
 - c. **Horizon's Editor- Seth**
 1. Seth needs an officer update for the next edition of *Horizon's*. **The articles are due to him by March 25, 2006. Emily will send out an e-mail with the deadline.**
 2. Seth is receiving e-mails from Nicholls State University students inquiring about LASN events. **Seth will send contact information for Nicholls State University to Ms. LaBrosse so that she can contact them.**

C. Consultant Reports

1. **LSNA Consultant- Ms. LaBrosse**
 - a. Main contacts have been with Christina and Emily
 - b. **LSNA Link to the Legislature will be on Monday, April 10, 2006. Registration begins at 8:00.**
 1. Students are a very vital part of this process.
 2. Topic is something along the line of how the hurricane has affected healthcare
 3. Guest speaker is Bobby Jindal
 4. There will be a panel discussion in the afternoon
 5. Emily stated that she will try to attend the event to represent LASN. Christina stated that she will be present.
 - c. Ms. LaBrosse stated that she is happy everyone is here and safe

D. Committee Reports

1. Legislative Committee

- a. Our Legislative Committee chair was the former Region II Director; therefore, at this time, we do not have a Legislative Committee Chair.
- b. This position is typically appointed by the President.
- c. Ms. LaBrosse stated that it is an important position that needs to be filled ASAP due to the recent legislative issues regarding nursing.

2. Bylaws Committee

- a. Ryan stated that he is waiting on the Bylaw revisions to be put into table form. Alli and Emily are working on this.
- b. Emily asked Ryan to finish the table portion of the Bylaws if she e-mailed him the changes to her section of the Bylaws. Ryan agreed.
- c. **The revised bylaws must be put into a table form and submitted to Ryan by June 5, 2006.** At this time, an announcement can be placed in the *Horizon's* edition that will be published before convention referring students to the LASN website where they can view the bylaw revisions. **Ryan should e-mail Alli the deadline**

E. LASN Board Vacancies

1. Current LASN Board of Director vacancies include Vice President, Region II Director, and Special Events Coordinator.
2. Ryan stated that he is willing to resign as the Region I Director to serve as the Vice President. He feels that his knowledge and skills would be utilized better in the position of Vice President. If the board agreed to allow him to fill the position of the LASN Vice President, he would still be willing to help out the newly elected Region I Director.
3. Emily stated that any help we can get on the Board would be greatly appreciated at this point. It would be an asset for us to fill the vacancies
4. Ms. LaBrosse stated that perhaps someone can work as an apprentice to Ryan to learn his role and Ryan can also fulfill some of the duties of the Vice President, but not totally assume the position of the Vice President.
5. If we are going to fill the vacancies on the LASN Board, Meghan stated that we need to give all schools and an equal opportunity.
6. The Board decided that we did not think it was a good idea for Ryan to resign from his position as Region I Director to assume the position of Vice President; however, the Board also agreed that outside students should not fill the position of Vice President. The only vacancies that will be filled on the LASN Board of Directors

are the positions of Special Events Coordinator and Region I Director.

7. The duties of the Vice President will be redistributed among the current board members.

8. Emily stated that she is willing to work with Carol on planning the 2006 LASN Convention since she worked so closely with her in planning the 2005 LASN Convention.

9. Seth suggested that we send a blast e-mail through NSNA to advertise the vacancies. It costs \$10.00 per message; however, it would reach all of the current members of LASN.

10. **After Seth sends Ms. LaBrosse the content that needs to be in the blast e-mail from NSNA, she will contact Dr. Mansino to see if she will waive the \$10.00 fee.**

11. A notice can be posted on the LASN website with an electronic application

12. **Seth will ensure that when an applicant submits an application, the application will be sent to LASN Board of Directors.**

13. **The deadline for the application submission is a week before the next LASN Board meeting.**

IV. Old Business

A. 2006 Convention

1. Possible Dates

a. Carol is going to work with us to schedule the 2006 LASN Convention. We need to start by coming up with some potential dates.

b. Some dates to keep in mind:

1. Midyear convention is November 2-5, 2006

2. National League of Nursing (NLN) convention is September 27-30, 2006. This is a convention that nursing faculty go to.

c. Potential 2006 LASN Convention Dates:

1. October 6-8, 2006; dates to submit to Carol: **October 4-8, 2006**; LSU away game

2. September 22-24, 2006; dates to submit to Carol: **September 20-24, 2006** LSU game home

3. October 27-29, 2006; dates to submit to Carol: **October 25-29, 2006** No LSU game

2. Possible Location

a. 1st choice: Baton Rouge

b. 2nd choice: Lafayette

c. 3rd choice: Alexandria

B. Committee Assignments

1. Focus session speakers

a. Chair: Carol

- b. Chequita and Samantha had a hard time filling the panel sessions with speakers. A suggestion was made regarding decreasing the number of panels sessions.
 - c. We will keep the Advance Degree Panel, but will eliminate one Specialty Panel. We will contact the people on the Specialty Panel that confirmed for the 2005 Convention first to see if they are still interested.
- 2. Silent Auction
 - a. Chair: Seth
 - a. Seth still has all of the donations for the silent auction
- 3. Exhibitors
 - a. Chair: Carol
- 4. Awards
 - a. **Emily will e-mail Chequita to see if she is still willing to serve as the Chair of this committee**
 - b. Awards Ceremony (decorations/ set-up)- will be reassigned to the newly elected Special Events Coordinator
- 5. Convention Books
 - a. Chair: Seth
- 6. House of Delegates
 - a. Chair: Emily
 - b. Co-chair: Kim
- 7. Voting
 - a. Chair: Chequita (NEC chair)
- 8. Theme Party- Opening Night Celebration
 - a. Chair: Newly elected Special Events Coordinator
 - b. Co-Chair: Possibly Shana
- 9. Nominations and Elections
 - a. Chair: Chequita (NEC chair)
- 10. Convention Rules
 - a. Chair: Kim (Parliamentarian)
- 11. Faculty Luncheon
 - a. Mrs. LaBrosse and Emily
- 12. Convention Bag Stuffers
 - a. **Emily will e-mail Alli to see if she will serve as chair of this committee again**
- 13. Scholarship
 - a. Chair: Regan
- 14. Awards
 - a. Image of Nursing- Chair: Chequita
 - b. BTN project- Chair: Shana
 - c. Traditional Scrapbook- Chair: Samantha
 - d. Multimedia Scrapbook- Chair: Samantha
 - e. Community Health Service- Chair: Alli
- 15. Registration for Convention
 - a. Chair: Regan

- b. Meghan will assist
- 16. Convention Evaluation Committee
 - a. Chair: Ryan
 - b. Meghan will assist

C. Web Page Update

- 1. FEMA banner is on the website
- 2. **Seth will change the applications to be submitted to the whole LASN Board of Directors and post the due date**

D. Board Transition Books

- 1. Make sure you are compiling your binder to be passed on to the newly elected officers

E. Board Convention Binders

- 1. Alli and Shana need one; **Christina stated that she will replace them**
- 2. Update them as we plan 2006 Convention

F. Photography at Convention

- 1. Samantha will be in charge of photography at convention

V. New Business

A. NSNA Convention April 5-9, 2006 in Baltimore, MD

- 1. LSUHSC will be attending
- 2. NSU will be attending
- 3. OLOL will be attending too.
- 4. Emily will attend NSNA Convention representing LASN
- 5. Christina booked airfare and a hotel room for the NSNA convention; she is unsure whether or not she will be attending
- 6. Regan stated that our LASN budget can afford to pay for only one person
- 7. We will contact NSNA to see if they will contribute to Emily's airfare, hotel room, and registration.
- 8. **Meghan will e-mail Emily the letter that LSUHSC used to obtain funding from NSNA to attend NSNA Convention.** If NSNA is going to send money, they should make the check out to LASN and mail the check to the LASN P.O. Box.
- 9. Emily will proceed with booking her hotel room, airfare, and registration
- 10. LASN will reimburse NSU for Emily's registration.

B. Sum-R-Leaders Day

- 1. There is some concern among the board regarding getting time off of work for Sum-R-Leaders Day.
- 2. Ms. LaBrosse stated that if we do have the event, we should provide good information regarding communication, conflict resolution, etc. Students need to walk away with principles that they can use to be a leader at school.
- 3. We need to make sure the profits outweigh the costs of the event. Even though we got almost everything donated last year, we still spent more money than we made on hotel rooms and travel.

4. The Board came to the conclusion that Sum-R-Leaders Day will not take place this summer. **Instead, Region Directors should contact the schools in there region to see if a LASN officer can visit one of their SNA meetings to speak about positions on the LASN Board of Directors. Region Directors will e-mail the board with the available dates the school suggested. LASN Board of Directors will signup to attend the schools they can speak to. This needs to be done between April and May.**

C. NSNA Convention Fundraising

1. LASN will sell Mardi Gras beads, masks, dolls, etc at convention
2. **Regan and Meghan will go to the storage shed on Monday to pick up the dolls and the masks. They will then go to UPS or the Post Office to ship the stuff to NSNA. Regan and Meghan will also complete the form and payment to obtain the table at NSNA.**
3. The theme of our table will be “The Good Times are Still Rollin in LA”
4. **Meghan will get a Mardi Gras tablecloth.**

D. Next Meeting

1. **Our next board meeting will be at NSNA Convention. We will conference call Ms. LaBrosse**
2. **May 6, 2006 will be the next meeting in Lafayette at Mrs. LaBrosse’s house**

VI. Meeting Adjourned