NSAND Meeting October 8th, 2016

Bismarck, North Dakota

1. Meeting called to order at 14:21 by serving president, Adrienne Freije.
2. Attendance called
   1. 2016 President Cody Barta- Absent
   2. 2016 1st Vice President Adrienne Freije- Present
   3. 2016 2nd Vice President Victoria Holman- Present
   4. 2016 Secretary Alexandra Hemingson- Present
   5. 2016 Treasurer Heather Bird- Present
   6. 2016 Publicity
      1. Jenna Fossum- Present
      2. Andrea Johnson- Present
   7. 2016 Legislative Education Sylvia Wages- Present
   8. 2016 Breakthrough to Nursing Laura Hellmuth- Present
   9. 2016 Funds Kelly Lehrke – Absent
   10. 2016 Membership Andrea Steinberger – Present
   11. Community Health- Lea Sollmann- Present
   12. 2016 Local Arrangements
       1. Anna Devorak – Present
       2. Anastasia Bruss- Present
   13. 2016 SNOY Leah Hermanson- Present
   14. 2016 Grad Consultants
       1. Lindsey Holter- Absent
       2. Sara Winters- Present
   15. Advisors
       1. Joanna Lindemann- Present
       2. Connie Geyer- Present
3. Motion was made by Lea to approve the agenda as distributed by Adrienne. Motion was seconded by Victoria. No discussion. Motion carried by unanimous vote at 14:25.
4. Motion was made by Victoria to approve minutes as posted. Second by Laura. Discussion by Joann to add to minutes that Tonya Schiele- local arrangements had submitted her resignation. Also to add that Anastasia Bruss had ran for local arrangements during elections, Cody and Kelly were to approach her for interest in the position and if interested Cody would appoint her via the bylaws. Motion carried with this amendment by a unanimous vote at 14:28.
5. Officer Reports
   1. President –Presented by Adrienne
      1. Introduction of Anastasia Bruss for local arrangements. Motion to approve the appointment of Anastasia Bruss for Local arrangements was made by Jenna. Motion seconded by Victoria. No discussion. Motion carried by unanimous vote at 14:29
      2. Please post each school’s dean or chair person’s contact information to Facebook for formal invitations. Discussion on who will send these and it was decided Cody will send this week.
      3. Please post contact information for local chapter president’s for save the dates. Discussion on how save the dates will be made and sent. Andrea J. and Jenna volunteered to make them and Cody will send this week.
   2. Vice President 1 -Adrienne
      1. Vendor Updates- Vendors will be at the convention on Monday only from 1pm-8 pm. Vendors have started to be contacted. There are 3 vendors signed up already on EventBrite. Please continue to send contact information of vendors that you would be interested in or express an interest in coming.
   3. Vice President 2
      1. No report.
   4. Secretary
      1. Working on formal template for Nurse Educator of the Year award. Thank you Sylvia for posting information from the ND Center for Nursing.
      2. NSNA is caught up on Minutes submissions. Signed copies will be sent when Cody and Alexandra are able to meet.
      3. Robert’s Rules of Order need to be used so that the minutes can properly reflect their use.
   5. Treasurer
      1. Checking Balance: $ 8465.90
      2. Savings Balance: $ 6799.48
      3. Charitable Solicitations Form officially arrived.
   6. Publicity
      1. Pictures and Biographies for the web page were requested on Facebook. Several people have not completed this. Andrea J and Jenna have a list and were hoping to catch everyone after the meeting to complete.
      2. Facebook
         1. The current “Dare to Lead’ cover photo is a stock photo. Discussion on creating a logo with the Dare to Lead theme that could be used as a cover photo as well as on apparel. Submit ideas on Facebook.
         2. A Facebook event has been created and posted. Please keep liking and sharing.
      3. Twitter (@nsand14) and Instagram (@NSA\_ND) have been used during events that NSAND has attended.
      4. NSAND. Net has been updated. The current address still needs to be updated. Please let Andrea J. and Jenna know if there is anything else to update or add.
      5. Goal for Convention: Create a Snapchat filter for attendees! More information to follow.
   7. Legislative Education
      1. Information from ND Center for Nursing to help with Nurse Educator of the Year Award creation posted to drop box.
      2. Wording of bylaws for the legislative education position: “5. Act as a liaison to the North Dakota Nurses Association (NDNA) and the North Dakota Center for Nursing. Obligations should be voluntary and equal with both organizations in efforts to foster working relationships with each.” Motion was made by Victoria to amend the bylaws to add the above wording. Motion was seconded by Andrea S. Motion passed unanimously at 14:48
   8. Breakthrough to Nursing
      1. 3 Awards judges have been contacted and agreed to participate: Kristen Roers, Roberta Young and Theresa Olin.
      2. Laura has been nominated for the State Leadership award at the local level, Victoria will be the contact person for awards judges as to prevent conflict of interest.
   9. Funds
      1. Carmen from the NDNA informed a few NSAND members that the NDNA storage unit is full of merchandise and decorations. This will gone through at a later date.
   10. Membership
       1. Membership booklets have been passed out to at least one member of each school.
       2. Membership emails have been sent to local membership board members.
       3. There have been requests for lists of national members from schools. This list can only be requested every so often by NSAND but schools can also request this list. This will be looked into for more information.
   11. Community Health
       1. Ministry of Margins has been selected as the charity for the convention.
       2. November project will be a Thanksgiving food drive. Lea will send the request to participate to each school as well as a list of their local food pantries.
   12. Local Arrangements
       1. What times are ballrooms needed, please let Anna and Anastasia know as soon as possible so these can be booked.
       2. Food is being looked into, possibly the buffet. Anna and Anastasia are discussing options and will bring results to the next meeting.
       3. Joann added that St. A’s in Dickinson is interested in sponsoring a meal.
       4. Event cost was discussed. Sylvia made a motion to have the convention attendee fee remain at $60.00. Heather seconded this motion. No further discussion. Motion passed unanimously at 15:03.
   13. SNOY
       1. Currently working on finding judges. One judge has been selected so far.
       2. There have been a few questions outside the meeting on selection and the process. Please contact Leah if any further questions arise.
   14. Grad Consultants
       1. No report.
   15. Advisors
       1. Please be mindful of amount of absences as 2 is the maximum number allowed. Being present over the computer will not count as an absence.
       2. Please add Connie and Joann to correspondences and make sure they are included in board-wide emails.
6. Event Brite Update
   1. Alexandra presented that the EventBrite page is up and running. There is currently a vendor and donation options. Now that attendee ticket costs have been decided that will also be added. The description and picture will be updated.
7. School Spirit Day
   1. This was briefly discussed as something that we do want to do. Logistics of seating formation will be discussed at a later meeting.
8. Sponsorship Updates
   1. NDNA may be arranging lunch on Monday at the capital, more details will be provided later.
   2. St A.’s of Dickinson is interested in Dinner on Monday
   3. ND Center for Nursing will be reached out to as far as interest in providing snacks or other forms of sponsorship
   4. If anyone has other ideas for sponsors, bring ideas to November meeting.
9. Webpage/ Social Media
   1. Please continue to post about events and competitions at convention
   2. Victoria presented the idea to add “Meet a Board Member” to the website/ Facebook. Andrea and Jenna will do this.
10. Competitions
    1. Andrea S. will talk more about the Quarters Challenge and Contact schools next month.
    2. Lea will send out Scrapbook reminders.
11. Convention Keynote Speaker Discussion
    1. Karen Zimmerman and Alexis Hansen both stated they would be interested in speaking. Katie Kleber would be too expensive this year. No other speaker ideas were presented. Discussion on the two candidates. A silent vote was held by ballot. Karen Zimmerman was selected. Laura will reach out to her.
12. Discussion on meetings for rest of the year
    1. Heather brought up the cost of travel to Dickinson was $598.60 and this is not budget friendly. Kayla suggested that we do every other meeting over google hangouts and to invite local board members to join in so we can continue with our goal of reaching out to local chapters but also save money.
    2. Victoria made a motion to have the November meeting over Google Hangouts and to invite the local board members of the previously discussed location to attend as well. Motion seconded by Sylvia. No Discussion. Motion passes unanimously.
13. Please have your picture taken after the meeting if this has not already been done.
14. Next meeting is at 12:00 via Google Hangouts with the Grans Forks local chapter invited to attend.
15. Victoria motioned to adjourn the meeting. Anastasia seconded the motion. No discussion. Meeting adjourned with a unanimous vote at 15:30

Submitted By: Alexandra Hemingson, Secretary