Nursing Student Association of North Dakota

Meeting Minutes

March 26,2017

Bismarck, ND

1. Call meeting to order at 12:07
2. Attendance
   1. 2017 President (Laura Hellmuth)- Present
      1. 2016 President (Cody Barta)- Present
   2. 2017 1st Vice President (Miranda Marx) - Present
      1. 2016 1st Vice President (Adrienne Freije)- Absent
   3. 2017 2nd Vice President (Kelci Benson) - Present
      1. 2016 2nd Vice President (Victoria Holman)
   4. 2017 Secretary (Alexandra Hemingson) - Present
      1. 2016 Secretary (Alexandra Hemingson) - Present
   5. 2017 Treasurer (Jenna Mikonowicz) – Present
      1. 2016 Treasurer (Heather Bird) - Present
   6. 2017 Publicity (Maiya Gerde & Rachel Ward) - Present
      1. 2016 Publicity (Jenna Fossum & Andrea Johnson) - Present
   7. 2017 Legislation and Education (William Hertz) - Present
      1. 2016 Legislation and Education (Sylvia Wages) - Present
   8. 2017 Breakthrough to Nursing (Amanda Bitz) - Present
      1. 2016 (Laura Hellmuth) - Present
   9. 2017 Funds (Kiera Paulo) - Present
      1. 2016 Funds (Kelly Lehrke)-Absent
   10. 2017 Membership (Alyssa Stiles) - Present
       1. 2016 Membership (Andrea Steinberger)- Absent
   11. 2017 Community Health (Ally Albrercht) - Present
       1. 2016 Community Health (Lea Sollmann) - Present
   12. 2017 Local Arrangements (Heather Bird & Christin Nelson) - Present
       1. 2016 Local Arrangements(Anna Devorak & Anastasia Bruss) - Present
   13. 2017 SNOY (Carlee Markel) - Present
       1. 2016 SNOY (Leah Hermanson) - Present
   14. 2017- Grad Consultants (Abigail Richter & Kaitlyn Awender) - Present
       1. 2016- Grad Consultants (Lindsey Holter & Sara Winters)- Absent
   15. Advisors (Connie Geyer & Karen Zimmerman) - Present
3. Sylvia W. motions to adopt the agenda. Victoria H. seconds the motion. Agenda is adopted at 12:12.
4. Jenna F. motions to approve the minutes from the last meeting. Anastasia B. seconds this motion. Minutes approved at 12:13.
5. Officer Reports
   1. President
      1. Laura H. welcomed everyone on the new board. Expectations of the new board were reviewed regarding attendance, know the bylaws, communicate during meeting and via email and not through social media. There is a Facebook page that will be used for basic communication but not for business items. An equal working relationship will be maintained with ND center for nursing and NDNA.
      2. Cody B. said Good-bye and good luck to all.

* 1. First VP
     1. Introduction of 2017 board member. No Report.

C. Second VP

i. Introduction of 2017 board member. No Report.

D. Secretary

i. Alexandra H. reviewed attendance policy which is 2 absences then board member will be under review. This is will be done by case by case basis.

E. Treasurer

1. 2016-
   * + 1. Checking- $16555.51
       2. Savings- $ 7648.98
       3. Annual non-profit form has been submitted.
       4. Annual tax return is done.
          1. This is possibly an audit yet, follow up with Corey, CPA.
          2. Year runs from July 1st-June 30th.
       5. Annual Non- Profit form is due September 1st.
       6. Quarters- 1449.16
       7. Fundraising- $1544.00= $ 708 from silent auction and $836.00 from funds.
       8. Registration- $12,167.46
          1. Look into other registration sites as Eventbrite takes out quite a bit for fees.
       9. $600.00 was spent on awards.
     1. Introduction of 2017 board member. No Report.

F. Publicity

1. Introduction of 2017 board member.. No Report.

G. Legislation and Education

i. Introduction of 2017 board member. No Report.

H. Breakthrough to Nursing-

i. Introduction of 2017 board member. No Report.

I. Funds

i. Introduction of 2017 board member. No Report.

J. Membership

i. Introduction of 2017 board member. No Report.

K. Community Health

i Introduction of 2017 board member. No Report.

L. Local Arrangements

1. Introduction of 2017 board members. No Report.

M. SNOY

i. Introduction of 2017 board member. No Report.

N. Graduate Consultants

i. Introduction of 2017 board members. No Report.

O: Advisors

1. 2017: Introduction of new advisor Karen.
2. Please reach out to advisors for any guidance. It is going to be a great year.
3. Old Business
   1. Review of Bylaws
      1. Attendance Policy/Google Hangouts
      2. Individual Review of the Bylaws and Goal Setting by Next Meeting, Please read through bylaws and be able to give a small report from the bylaws on what your position does.
   2. Conference Wrap up
      1. Surveys read through by Anna D. and Anastasia B. items of success and opportunity were reviewed.
      2. Food preferences will be added to next year’s registration form.

C. Resolutions

i. Resolutions were voted on at annual business meeting and need to be put in the bylaws by 2nd VP. Victoria H. and Kelci B. will work on this.

New Business

1. Binders/Flash drives- Please make sure these have been updated and handed off to 2017 board member.
   1. Dropbox- Sylvia will work on getting those who are not part of Dropbox added.
   2. Mailbox and Storage Unit
      1. A new mailbox and storage unit needs to be obtained on our own. Both will be located in Bismarck. Sylvia makes a motion to set a budget for $100.00 combined for a mailbox and storage unit. Miranda M. Seconds this motion. Discussion. Motion passes unanimously at 13:35.
   3. Changes in Check Signing Policy/New Treasurer Duties
      1. Gate City Bank will no longer allow 2 signatures on the checks. Treasurer will bring statements and invoices to each meeting before paying for board to review.
   4. National Convention
      1. April 5th-9th Dallas, TX
   5. Convention
      1. Discussion on dates for 2018 convention. Convention will be January 25th-27th, 2018 in Dickinson, ND.
2. Schedule Next Meeting- April 23rd, 2017 at 1pm Central time via Google Hangouts.
3. Meeting adjourned at 13:54.

Submitted by Alexandra Hemingson, Secretary

Approved by Laura Hellmuth, President