

October 18th Meeting Agenda
Indiana Association of Nursing Students
9-11am CST

University of Southern Indiana: Health Professions Building, Rm 1079

- I. Call to Order/Roll Call
 - a. Meeting called to order at 0906 CST
 - b. Absent: Caitlyn (unexcused), Lainey (unexcused)
- II. Establish Quorum
- III. Committee Reports
 - a. See Attachment 1
 - i. Vice President
 - ii. Treasure (Facetime)
 - iii. Secretary
 - iv. Bylaws and Policies
 - v. Membership
 - vi. Newsletter
 - vii. Image of Nursing
 - viii. Community Health and Disaster Preparedness
- IV. Financial report
 - a. September results
 - i. Found approximately \$5,000 in our PayPal account. Working on getting that transferred to the bank
 - b. Reimbursements
- V. Non-Profit Status Update
 - a. The Bylaws and Policies have been sent to the lawyer
- VI. Mid-Year Planning
 - a. List of everyone going. Exchange numbers.
 - i. Stephen, Jeremy, Courtney, Lainey, Vernoica,
 - ii. Stephen is the Travel Leader
 - Will have a meeting before the conference to work out details
 - b. Need flight dates and details –Email Jeremy with details
- VII. IONE in October 22-24
 - a. In French Lick
 - b. Stephen will send an email
- VIII. IANS State Convention
 - a. Convention Schedule has been set.
 - b. Vendors. Do not forget the Logo date. Dec 1st (About W-9 forms for vendors). This is important for our vendor agreement.
 - c. Speakers have been confirmed. Sent out Contracts.
 - i. Receiving bios for pamphlet
 - d. Need awards for recognition of speakers and large donators.
 - i. Betsy Starkey said to let her know when know what we want.

- e. Registration this is being corrected for vendors and those registering for our convention.
 - f. Tee-shirt design (Courtney). T-shirt prices (Shannon).
 - i. The Locker Room: T-shirt prices attached in Committee Reports
 - Motion: Courtney moves to purchase T-shirts from the Locker Room in Jeffersonville, IN.
 - Seconded by Shannon
 - Discussion: need deadlines from the Locker Room for logo and order.
 - Motion carried
 - ii. Will get a finalized version of the artwork.
 - g. Sending out a flyer.
 - i. Rebecca: need to send a flyer with list of speakers and topics.
- IX. Donations for convention
- a. What we are currently working on getting donated.
 - b. Hospitals are usually good targets.
 - c. Everyone needs to work on this.
- X. Convention Decoration
- a. Theme is Opportunities on the Horizon
 - b. Ideas
 - i. Contact florist to see if they would donate flower arrangements for tables
 - ii. Need to contact the Marriott to see what their policies for decorations are.
- XI. Future Meetings
- a. November 15th at IUS 9a-11a EST
 - b. December 6th at IUB 9a-11a EST
 - c. January 10th at USI 9a-11a CST
 - i. THIS IS A MANDATORY WORK MEETING
- XII. Other Announcements
- a. Fundraiser: Critical Value Cards to Sell, committee will send a screens shot of the card to the board before ordering.
- XIII. Meeting Adjourned
- a. Motion: Veronica motions to adjourn the meeting
 - b. Second: Courtney
 - c. Discussion: none
 - d. Motion passed: Meeting adjourned 1109

Attachment 1

Rebecca Denoncour

Newsletter Editor

Newsletter

October

- Worked with Bri to get access to Facebook page
- Worked with Bri to get access to PayPal account
- Working with Bri to get convention registration forms online/on website
- Updated website, including convention tab, minutes
- No September newsletter
- Wrote article regarding convention/nursing leadership and submitted to Indiana Nursing Association newsletter

November

- Develop/update Facebook page
- Develop November newsletter
 - Call for article submissions
- Continue updating website, Facebook, Twitter accounts, especially as pertains to convention

Convention Committee

- Finalized speaker contract with Stephen
- **Needed help from other board members:**
 - Need to follow up with Caitlin for IANS email list
 - Wufoo and Weebly billing address updates needed?
 - Any committee/position announcements for inclusion in newsletter?

Vice-President Committee Report

October

Committee Members

- Stephen Ward, Vice President

Current Information

Task completed from November

- I am sending out speaker contracts to get bios for the program.
- Organizing for the NSNA mid- year conference
- Start on the new convention flyer with Rebecca.
- Getting vendors and sponsor donations
- Talking to schools for

Goals for next month

- Reach out to more schools
- Get all the speaker contracts
- Thinking about a program
- Get more students to sign up
- Vendor participation
- Sponsorship

Help

I need help from everyone on the board to get vendors and sponsors.

Community Health and Disaster Preparedness Director Committee Report

October Month

Tasks Completed

- Spoke with Gary from Red Cross about blood drive at Marriott- he needs Marriott information for he can get more site specific information.
- I have been working with Mary Shelly from USI and helping with Indiana Blood Center blood drive which will be held November 19th. I will have T-shirts made- approximately 50. The T- shirts will have " Sponsored by IANS on them." Will probably need 200\$ for this. I will also have signs made to advertise the blood drive (not sure on cost).

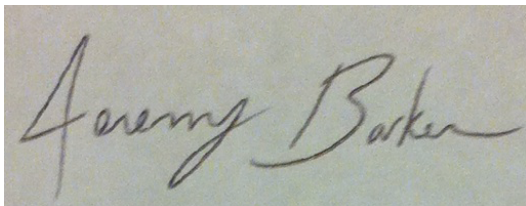
- I will be speaking with the junior class about the blood drive, USI Dance Marathon and IANS. Hoping to get people interested and excited about state convention. Possibly secure some volunteers?
- Sent out 27 emails/ vendor/ sponsor packets to local businesses. They will either be contacting me, Jeremy or Stephen for more information. I received two emails so far asking for more information on how they can help.
If you would like to help with this process, can use manta.com site- very helpful

Goals for next month

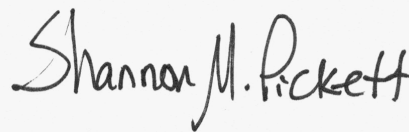
- Next month I will be helping with the blood drive, also helping raise awareness for USI Dance Marathon- held on November 8th.
- Hope to secure donations/ vendors.
- Approach local businesses to help with the small details of the convention (paper items, decorations and such).

Help

- Any info about how to secure best price for T- shirts.
- Any T- shirt design ideas for state convention blood drive would be helpful



IANS President



IANS Secretary