

Indiana Association of Nursing Students

Board of Directors Formal Meeting

November 19, 2011

1000 University of St. Francis, Room 166

Presiding: Kelley Elkins, President

- 1.) Call to order Saturday, November 19, 2011, at 1010.
- 2.) Establishment of Quorum at 80%.
- 3.) Roll Call: Hanna Moore, Director of Membership
 - a. Present:
 - i. Kelley Elkins: President
 - ii. Brittney Hoge: Vice President
 - iii. Emily Tolliver: Bylaws and Policies
 - iv. JoAnna Martin: Newsletter
 - v. Courtney Hatheway: Newsletter
 - vi. Natasha Bertsch: Image
 - vii. Hannah Merriman: Community Health
 - viii. Hanna Moore: Membership
 1. Rene Depew: Faculty Consultant
 - b. Absent:
 - i. Eric Kern: Secretary
 - ii. Sarah Empson: Treasurer
- 4.) Report of the President
 - a. Minutes
 - i. Hanna Moore will send the August meeting minutes to Kelley Elkins by Monday November 20, 2011.
 - ii. Kelley Elkins will distribute June and July meeting minutes to the board and vote will be needed Friday November 25, 2011.
 - b. Mid-Year Conference
 - i. Resources from the conference for the board directors will be distributed today following the meetings.
 - c. COSP Planning
 - i. Break-out sessions for leadership positions.
 - d. Bank Issues
 - i. Kelley Elkins will be meeting with Heather before December 17, 2011, to resolve the bank account issues
 - e. Academic Year Binder
 - i. This binder will be used to sum up yearly activities to assist with the transition to the new board.
 - ii. Hard copies of the meeting minutes and committee reports will be included.
- 5.) Report of the Treasurer

- a. Sarah Empson created a reimbursement form and it has been distributed.
 - i. Motion to approve the reimbursement form
 - 1. First Motion: Emily Tolliver
 - 2. Second Motion: Brittney Hoge
 - 3. Abstaining: None
 - 4. Motion passed with no opposition.
 - b. Those who attended the Mid-year conference will need to submit this form by Decemeber 17, 2011, for reimbursement.
- 6.) Convention Report/Report of the Vice President
 - a. Convention:
 - i. Location: Ball State University, Muncie, Indiana.
 - ii. University rooms have been booked with projectors and presentations equipment available.
 - iii. Hotel Arrangements: Brittney Hoge will find out the amount of room reservations available.
 - 1. We are considering possible room and board scholarships for the participation and involvement.
 - 2. Hotels in Muncie will be contacted for discounted rates and the reservation of 20 rooms.
 - iv. Awards at Convention
 - 1. Each committee will have an idea for an award for December 17, 2011.
 - v. Hurst NCLEX Review
 - 1. The Hurst director would like to hose a mini review on Saturday. We would still like to have a longer review on that Sunday, which Brittney Hoge will be inquiring about.
 - vi. Catering
 - 1. Tentatively we are planning on a continental breakfast, lunch, and an afternoon snack. Estimates will be requested.
 - vii. The dance at Ball State would like to host will be run by their nursing association. The DJ will be provided.
 - viii. A walk-through at Ball State will tentatively held on December 3, or December 4, 2011. Time to be determined.
 - ix. A postcard/save the date for convention will be distributed to leaders of the universities at the beginning of the second semester.
 - x. Ideas for break-out sessions or speakers need to be sent to Brittney Hoge. We are considering four speakers per session.
 - xi. The tentative convention schedule will be sent out to the board following the meetings.
- 7.) Report of the Secretary
 - a. Minutes have been updated except for those from June, July, and August.
 - b. Goal: Update all the minutes.
- 8.) Newsletter Committee Report
 - a. An email has been sent to the NSNA and they are waiting to hear back for information on the blast email subscription.
 - b. The website is updated.

- c. The next newsletter will be submitted by December 3, 2011.
- 9.) Membership Committee
 - a. The International Service Learning organization would like a booth for the convention.
 - b. A t-shirt has been designed for convention.
 - i. The quote needs to be changed to correlate with the theme "caring."
Suggestion: "Brand new Caring Nurse coming to you soon!"
 - c. Other apparel ideas:
 - i. "Hoosier Nurse?" IANS
 - ii. A design with a v-neck shirt.
 - d. Kelley Elkins will assist in finding the appropriate contacts for the northern part of the state.
 - e. Schools will be contacted by phone by November 23, 2011.
 - f. A request for roster, meeting minutes, and guidelines draft will be ready by December 17, 2011.
- 10.) Image Report
 - a. The new deadline for the picture submission will be December 21, 2011.
 - b. Board members need to promote this project within their own schools.
- 11.) Bylaws Report
 - a. Updated policies and the bylaws have been distributed to the board.
- 12.) CHDP Report
 - a. Website links are updated under the community health section.
 - b. NIMS certification will be held at IUB in the spring, which will be open to other schools. Date, time, and location to be determined.
 - c. After the January meeting, a NIMS course will be available.
- 13.) Indiana Nurses Association
 - a. We need to maintain contact and attend their meetings when possible.
- 14.) Upcoming Meetings
 - a. December 17, 2011, conference call at 0900. Kelley Elkins will distribute number and password.
 - b. Tentatively January 14, 2012, at the University of South Indiana at 1000.
 - c. February 18, 2012. Time and location TBD.
 - d. March 4, 2012. Convention preparation. Time and location TBD.

Meeting adjourned at 1235.

Submitted by:

Membership Director:

Hanna Moore 11/21/11

Hanna Moore

President:

Kelley Elkins