

**Georgia Association of Nursing Students
Executive Board Meeting
Emory University
Atlanta, Georgia
[01/18/2014] 10am-4pm**

1. **Call to order**, Lauren Cedor, President, called January meeting of Georgia Association of Nursing Students to order at 10:03

Tardies:

2. **Roll call** Priya Patel, Secretary (V)
 - a. Lauren Cedor, President (V) PD
 - b. Jeanette Negron, 1st VP (V) PD
 - c. Melissa Thompson, 2nd VP (V) PD
 - d. Priya Patel, Secretary (V) PD
 - e. Dana Timar, Treasurer (V) PD
 - f. Sakina Mahama, Breakthrough to Nursing (V) A
 - g. Maggie Callahan, Community Health Director (V) PD
 - h. Bethany Yost, Legislative Director (V) PD
 - i. Radhika Kadakia, Publications Director (V) PD
 - j. Erica Stinnett, Public Relations Director (V) PD
 - k. Charnella Rosas, North District Director (V) PD
 - l. Megan McGee, South District Director (V) PD
 - m. Lauren Governale, East District Director (V) PD
 - n. Olivia Castillo, West District Director (V) A
 - o. Mitchaleen Lanyon, NEC North and Chair (V) P
 - p. Laura Moran, NEC South (NV) PD
 - q. Kiyomi Doscher, NEC East (NV) PD
 - r. Amanda Caldwell, NEC West (NV) PD
 - s. Charlie Morgan, COSP Co-Chair (NV) A
 - t. Alan So, COSP Co-Chair (NV) A
 - u. Maddy Reiten, Assistant to Executive Board (NV) PD
 - v. Meredith Thompson, Assistant to District Director (NV) PD
 - w. Alyssa Nadji, Retired Board Member (NV) P
 - x. Keith Brooks, Presidential Consultant (NV) PD
 - y. Professor Doreen Wagner, GANE Consultant (NV) PD
 - z. Professor Jill Ray, GNA Consultant (NV) PD

Guests: Alisha Hightower (Georgia State University), Valerie Wellman (Georgia Regents University), Ida Curtis (Emory University)

3. **Committee Meetings**
 - a. 10:15 am-11:00 am:
 - i. Convention Planning: Jeanette Negron (V-Chair), Melissa Thompson (V), Bethany Yost (V), Radhika Kadakia (V), Mitchaleen Lanyon (V), Kiyomi Doscher (NV), Madelynn Reiten (NV)
 1. Two sites: Peachtree City Wyndam and Marietta Hilton

- 2. NCLEX- Kaplan offers practice exam, Hurst doesn't
 - 3. For those that miss clinical offer simulations
 - ii. COSL Planning: Megan McGee (V-chair), Lauren Governale (V), Olivia Castillo (V), Charnella Rosas (V), Amanda Caldwell (NV), Meredith Thompson (NV), Laura Moran (NV), Valerie Wellman (NV)
 - 1.
 - iii. Finance/Fundraising: Dana Timar (V-chair), Priya Patel (V), Maggie Callahan (V), Erica Stinnett (V), Sakina Mahama (V)
 - 1. virtual 5k before convention between February 15- March 23
 - 2. Percentage night during the summer at yogurt/ icecream
- b. 11:15 am-12:00 pm:
 - i. Community Health Events Planning: Maggie Callahan (V-Chair), Jeanette Negron (V), Priya Patel (V), Dana Timar (V), Charnella Rosas (V), Maddy Reiten (NV), Meredith Thompson (NV)
 - 1. Inner Harbour Valentine's event- either February 7 or 8
 - 2. March 1 Dance marathon at Georgia Tech
 - 3. possible spa day with wellspring living for girls
 - ii. Legislative Actions/Events Planning: Bethany Yost (V-Chair), Kiyomi Doscher(NV), Erica Stinnett (V), Radhika Kadakia (V), Amanda Caldwell (NV), Laura Moran (NV)
 - 1.
 - iii. Breakthrough to Nursing Event Planning: Sakina Mahama (V-Chair), Melissa Thompson (V), Megan McGee (V), Lauren Governale (V), Mitchaleen Lanyon (V), Olivia Castillo (V)
 - 1.

4. LUNCH 10:00-1:00

Call to order 12:49

5. Reports of the officers, directors, and standing committees

- a. President (Lauren Cedor--V)
 - i. NSNA awards- make sure everyone looks at them and fills them out. Due date is March 14, 2014
 - ii. Mileage:
- b. 1st Vice President (Jeanette Negron--V)
 - i. Visited 2 venue sites for Convention 2014
 - 1. Marietta Hilton October 1-5- reasonably priced
 - a. concerns: bigger turnout result in crowding
 - 2. Peachtree City Wyndham October 22-26
 - a. room rates very expensive, but breakfast lunch dinner included, all conference spaces covered/ fees/ parking/wifi. GANS Registration would not be covered.
 - b. take out lunch and dinner from room rates. throw in snacks in between.
 - c. two registrations: 1) \$25 for people at the hotel. 2) \$100 for not at the hotel

- d. talk to hotel and set aside double bed guy's room.
 - e. hear from this later this week and will pass information.
Settle on place so we can move on
 - f. Many amenities to hotel: Shuttles (take anywhere within 5 mile radius), gym, pool, registration desk, spacious rooms.
 - 3. clinical hours recommendation: doing a contract with "laradol" and bring in simulations to do during the evenings. Use as substitution for hours missed in clinical environment.
 - ii. Mileage: 50 miles
- c. 2nd Vice President (Melissa Thompson--V)
 - i. update on speakers list, powerpoint
 - 1. trying to do "specialty show case" for speakers that talked about specialty programs (midwifery, ED, Flight nursing, ect)
 - 2. Please send speakers: name, what they do, interests
 - 3. powerpoint to send out to show what GANS is, what we do.
 - ii. purchase form trouble with Adobe forms, still working with them
 - iii. make poster with Radhika about GANS Happenings
 - iv. Mileage: 20 miles
- d. Secretary (Priya Patel--V)
 - i. Movement to approve December minutes of GANS
 - ii. Badges/Business card/tails- buy pin with tail. send price to Dana and CC Lauren.
 - iii. Convention payments- delegated to Maddy
 - iv. mileage: 46 miles
- e. Treasurer (Dana Timar--V)
 - i. During the month of December the total income was \$10,864.18. Out of the amount, \$811.59 was earned primarily from NSNA dues. Our actual expenditures for December was \$217.89. This leaves us with a surplus of \$10,646.29 for the month of December.
 - ii. The current amount in the savings account as of January 14, 2014 is \$10,343.31. The amount of available funds in the checking account including uncleared checks, is \$10,536.36.
 - iii. There were some unauthorized expenditures posted to the checking account for \$479.40 on December 18, 2013. The bank was informed about this and a claim was filled out. The atm card associated with these expenditures was canceled. Also, the storage unit payment method was changed from bill pay through this card to checks. The money (\$479.40) was reposted to the banking account on January 2, 2014.
 - iv. I analyzed the pattern of funds from NSNA dues over a three year period. Generally, we receive money each month, but is variable. The highest monetary amounts come in October and November. These two months accounted for 50% to 56% of the annual funds. The third highest month is either March or April with 13% to 15% of the annual amount.
 - v. If you need to be reimbursed for an expense, please fill out a

- reimbursement form and attach your receipt(s).
- vi. Convention expensive- look into suites to fit more people to cut down on costs.
 - 1. Use megabus \$400 round trip for entire board. Need to reserve ahead of time.
 - 2. if you want to drive parking at hotel \$25/ day.
- vii. Planning a Virtual 5K for month of March.
 - 1. offer recognition for most creative photo at convention/ EKG.
 - 2. promote event through social media
- viii. look at financial excellence award and empowering resolution-virtual 5k
- ix. look into raffling and don't buy items until raffled enough tickets to buy item. Lauren will talk to Dr. Meyers (KSU) and see how raffle is conducted
- x. Mileage:32
- f. Public Relations Director (Erica Stinnett--V) -
 - i. getting emails sent out to sponsors.
 - ii. push spotlight sponsor
 - iii. Image of Nursing Award- time consuming so start early " use your voice" promote positive image of nursing through media. Share as many organizations as you can. Have definite plan by next meeting.
 - iv. feedback from Hurst- positive the first week had glitch second week
 - v. mileage:
- g. Breakthrough to Nursing (Sakina Mahama --V)
 - i. Georgia HOSA- couple people from BTN committee
 - 1. The event will be held on Friday, March 7th, at the Classic Center in Athens (starts around 0900 but volunteers are asked to be there between 0700 and 0730). Do session about GANS and nursing
 - 2. HOSA needs 200 volunteers but they currently only have 50! They are asking GANS for more volunteers if available. Contact Jeanette Negron, Kiyomi Doscher
 - ii. YFU (Youth For Understanding)
 - 1. Unfortunately, the next YFU "Social" is on April 26th, which is AFTER NSNA. I wanted members of GANS to attend the social (perfect for the Global Initiatives award). I am undergoing an EXTENSIVE amount of training. With this training, I will be able to my Southeast District Rep and schedule an event (outside of the twice a year socials); When that training is complete, how open are you / will any of you have time to get together for an "after board meeting" event with these children in March ?
 - a. It will be a small session with students in which we will discuss the topic of nursing, possibly perform a small skit showcasing the role of a nurse, and a close friend of mine who is a BLS instructor might (he is checking his schedule) come to teach CPR to the children --- none of this will be an expense to GANS!

- iii. PEN PALS
 - 1. push at HOSA
- iv. Human Trafficking Info
 - 1. CSEC were involved (task force) Wednesday March 12 12-2.
Anyone free to come. Jeanette Negron, Maggie Callahan, Amanda Caldwell
- v. Breakthrough to Nursing Award- HOSA or work with task force can submit separately
- vi. Contact Lauren about award
- vii. mileage: Absent
- h. Community Health Director (Maggie Callahan --V)
 - i. Red Cross Awareness Week
 - 1. did facts don't know how much blood donates. We did raise awareness.
 - ii. Dance Marathon
 - 1. sign up if you can. Nice to have GANS presence.
 - 2. \$10
 - iii. MLK Day of Service
 - 1. Haven't found anything that caters to big group.
 - 2. Ask people what they're doing on that day and try to send pictures to do collage
 - iv. Inner Harbour Valentine's Day Party
 - 1. Made contact with Katrina February 8 or 9. Everyone not needed.
Cookie station/ cards for military
 - v. Encourage people to fill out survey
 - vi. Awards- how we brought dance marathon to GANS or Red Cross Awareness Week (empowering resolution), or CDC for resolution
 - vii. Spa day at Wellspring Living Center
 - 1. bring speaker to COSL or convention
 - viii. Mileage: 20
- i. Legislative Director (Bethany Yost--V)
 - i. Legislative Day
 - 1. Registered 15 attendees
 - 2. 8:00 January 30 only leader needs to go register group. All information is on website.
 - 3. GANS board meet on Capitol steps MLK Avenue (will share address on legislative day page)
 - 4. 8:30 groups checked in. 9:00-9:30 bring greetings from GANS
10:00 group photo with Governor. 10:00-11:00 try to attend legislative session. 11:00-11:30 go to cloverdale legislative office building 1-2 rooms reserved. Rebecca Wheeler (GNA president) Ms. Steiner (GNA Legislative Director) agreed to speak to students on importance of getting involved with legislation. Possibly two lobbyists will attend. Good way to educate students

- on GNA priorities.
 - 5. Need Labcoat/School and government ID/business casual, Use Marta, arrive early. Work out meeting place and share ASAP
 - 6. 5 priorities of GNA post on GANS fb page
 - 7. emailed Rebecca (GNA President) about action coalition and how we as students can become involved with that.
 - 8. Legislative Award
 - ii. Governor's Office of Children and Families Training
 - 1. <http://streetgrace.org/gocf-training-registration/>
 - a. works with governor's office and if anyone wants to attend training session they can. All through state.
 - iii. Mileage: 280 miles
- j. Publications Director (Radhika Kadakia--V)
 - i. Upcoming EKG info
 - 1. coming out this week. Late because NSNA closed for Christmas and blast and EKG would be too close together.
 - 2. anything on website needs to be fixed let Radhika know- 900 views this past month
 - 3. Review Maddy's entry
 - 4. change "advisor" to "consultant"
 - 5. Add schedule for legislative day to website and location as well.
 - 6. Lauren edit letter from President and send to Radhika to add to website
 - 7. convert bylaws to downloadable document
 - 8. two awards- website award and newsletter award
 - ii. Mileage: 36
- k. Assistant to the Executive Board (Maddy Reiten--NV)
 - i. Hospitality Announcements
 - 1. two birthdays: Bethany Yost and Jill Ray
 - ii. Mileage: 298 miles
- l. North District Director (Charnella Rosas--V)
 - i. Mileage: 90 miles
 - ii. Nothing new to report
- m. South District Director (Megan McGee--V)
 - i. Convention Survey. Only schools I have been able to get into contact with are College of Coastal Georgia, ABAC, and Darton. Coastal has an allotted amount of money in their budget for students to go on first come first serve basis. ABAC never responded. Darton students pay fees up front and are reimbursed. Conclusion majority of students that don't attend are due to lack of funds.
 - ii. COSL Contract
 - 1. Dana and Lauren approve- sign it and move on. Get done before leave today. May 15, 16,17. Hotel on May 14th for Board members. Look into as it gets closer.

- iii. List of potential sponsors for COSL being sent to PR-Erica
 - 1. can't offer much for sponsors because about 60 people attend.
 - 2. get nurses lounge, Hurst, stethoscopes (lippincott), textbook people
 - 3. COSL attendee sponsor gets discount on convention registration. See what we can get them to do
 - 4. try to get deans to donate to COSL. Email to deans and directors of schools.
- iv. General liability insurance needed in the amount of \$1,000,000/occurrence and \$2,000,000/aggregate. Must be submitted 30 days prior to the event with a certificate of insurance naming the owner as an additional insured.
- v. Nationwide K&K insurance \$1,000,000/occurrence and \$5,000,000/aggregate. quote \$4 per camper with \$15 policy fee.
- vi. theeventhelper.com quote for \$1,000,000/occurrence and \$2,000,000/aggregate. Estimated for 75 people \$151.49.
- vii. eventhelper.com decided upon
- viii. Mileage: 376 miles
- n. East District Director (Lauren Governale--V)
 - i. No report
 - ii. Mileage: 80 miles
- o. West District Director (Olivia Castillo--V)
 - i. mileage: absent
- p. Assistant to the District Directors (Meredith Thompson--NV)
 - i. No report
 - ii. Mileage: 43 miles
- q. NEC North Director and Chair (Mitchaleen Lanyon--V)
 - i. no report
 - ii. Mileage:
- r. NEC South Director (Laura Moran--NV)
 - i. no report
 - ii. mileage: 370 miles
- s. NEC East (Kiyomi Doscher--NV)
 - i. No report
 - ii. Mileage: 298 miles
- t. NEC West (Amanda Caldwell--NV)
 - i. no report
 - ii. mileage: 130
- u. COSP Co-Chair (Charlie Morgan--NV) absent
- v. COSP Co-Chair (Alan So--NV) absent
- w. Retired Board Member (Alyssa Nadji--NV)
 - i. mileage:
- x. Presidential Advisor (Keith Brooks--NV)
 - i. mileage: 110

- y. GANE Consultant (Professor Doreen Wagner--NV)
 - i. Mileage:
 - z. GNA Consultant (Professor Jill Ray--NV)
 - i. mileage: 28.47 miles
6. **Unfinished Business.**
7. **New Business.**
- a. Awards for NSNA due March 14
 - i. quilt for global initiatives award- Ida
 - ii. Leader of Leader award- consultant; Keith Brooks unanimously nominated
 - iii. most outstanding state president- Lauren Cedor unanimously voted
 - 1. Jeanette Negron write up nomination
 - b. Painting day changed to next month- Mitchaleen still in charge
 - c. meeting venue change to Georgia State University for February
 - d. Motion to change unexcused to excused. Motion to excuse Charnella Rosas absence to excused due to surgical procedure. unanimous decision to excuse absence.
 - e. Committee Members - place contact info list so you can get emails:
https://docs.google.com/spreadsheet/ccc?key=0Ag0Mhj31XCuadHN6cDFaY2V5R0lxSEk3ZzZOVWI5NFE&usp=drive_web#gid=0
8. **Date, time, and place for next meeting.**
- a. February 15, 2014, 10:00am, Georgia State University
9. **Announcements.**
10. **Adjournment.** President, Lauren Cedor, called meeting adjournment at 2:58