

**December Meeting
New Jersey Nursing Students, Inc.
1479 Pennington Road
Trenton, NJ 08618**

Date: December 13, 2008

Place: NJNS Headquarters, 1479 Pennington Road, Trenton, NJ 08618

Officers

President:	Deyanira Zarza, RN
First Vice- President:	Amy Skapyak
Second Vice- President:	Regina Adams
Secretary:	Jillalison Camp
Treasurer:	Scott Rovito

Board Members

Community Health Director:	Elizabeth McFetridge
Membership/Nominations Director:	Open
Public relations Director:	Sarah Lelion
Legislation Education Director:	Marie Mupada, RN
Resolutions Director:	Namrata Jani, RN
Breakthrough-to-Nursing Director:	Leeihnae Reese
Fundraising Director:	Open
NJNS Consultant:	Sandra Kearns, MSN, RN, CNE
NJLN Consultant:	Patrice Case, MSN, RN BC
Parliamentarian:	Barbara Chamberlain, PhD, APRN
Presidential Advisor:	Melissa Campbell ,BSN , RN
Presidential Advisor:	Open
Staff Advisor	Betsy Yannazzno, RN

Guests - none present.

Call to Order - Call to begin meeting by Regina at 1012.

Roll Call – Regina Adams, Jillalison Camp, Scott Rovito, Elizabeth McFetridge, Sarah Lelion, Sandra Kearns, Patrice Case, Barbara Chamberlain, Betsy Yannazzno.

Unexcused – Deyanira Zarza, Marie Mupada, Namrata Jani

Meeting Minutes

November's meeting minutes were distributed and reviewed.

Motion: To accept November's meeting minutes with changes.

Motion made by: Elizabeth McFetridge

Motion seconded by: Sarah Lelion

Discussion: none.

Action: Passed.

Treasurer Report

- In a proposed budget for a non-profit organization, the income and expenses should be equal. The figures for this years proposed budget was used by analyzing last year's figures as well as by talking to our prospective accountant and Deb.

Motion: To make \$2500 the maximum for National Student Nurses' Association scholarship challenge.

Motion made by: Sarah Lelion

Motion seconded by: Jillalison Camp

Discussion: none.

Action: passed.

- Scholarships for the state of NJ nursing students.

Motion: To put a cap of \$10,000 to be the amount of scholarships to be given to NJ nursing students (if feasible).

Motion made by: Sarah Lelion

Motion seconded by: Elizabeth McFetridge

Discussion:

Motion: A motion to amend, an objective figure of \$10,000 only if feasible for our budget for scholarships.

Motion made by: Scott Rovito

Motion seconded by: Sarah Lelion

Discussion: At the meeting when it is decided what we can give, who makes the decision? The treasurer and the finance committee will make the recommendation and it will be followed.

Action: passed.

Action: passed.

- Speaker Fee's

Motion: To cap the speaker fee's at \$2,000 max for Atlantic City Convention, 2009.

Motion made by: Scott Rovito

Motion seconded by: Elizabeth McFetridge

Discussion: none.

Action: passed.

- Contributions

Motion: To decrease the contributions expenses for the 2009 budget by \$16,000 to equal \$1,000 in the budget.

Motion made by: Scott Rovito

Motion seconded by: Sarah Lelion

Discussion: none.

Action: Passed.

■ Website and internet expenses

Motion: To decrease the website and internet expenses for the 2009 budget by \$4,700 to equal \$200 in the budget.

Motion made by: Scott Rovito

Motion seconded by: Elizabeth McFetridge

Discussion: none.

Action: passed.

■ Postage and Shipping

Motion: To increase the postage and shipping expenses for the 2009 budget by \$200 to equal \$4500 in the budget.

Motion made by: Sarah Lelion

Motion seconded by: Scott Rovito

Discussion: none.

Action: passed.

■ Income and Revenue

Motion: To decrease the Convention Revenue by \$27,000 under the Income Revenue.

Motion made by: Jillalison Camp

Motion seconded by: Sarah Lelion

Discussion: none.

Action: Passed.

■ Problem with incoming membership registration forms- another way is needed to deposit checks to SNA. Scott is submitting form for an electronic deposit. A received check of \$900.00 from national headquarters' was never received. The check had a "stop payment" issued and another check was issued and is en-route.

■ MBNA account that was delinquent was paid the agreeable sum of \$334.00 and is now cleared up.

■ Selective insurance updated contact information. We are paying \$667.00 for general liability insurance.

■ We currently have no bonding insurance. Scott is currently researching how to obtain the best bonding insurance available.

■ **Submission of Income Taxes**

We are in the process of getting the paperwork finished to completion submission. Extra forms (1099) have to be filled out for the keynote/endnote payments because the payment was for over \$500.

■ Betsy received a check \$102.39 (ck 1507) was never cashed.

■ \$475.00 – the ad was paid for the (11/11/08) as well as for 3 persons for the NJLN gala.

Motion: To accept the Treasurer's Report along with the Budget.

Motion made by: Sarah Lelion

Motion seconded by: Jillalison Camp

Discussion: none.

Action: passed.

Old Business

■ November's Resignation

Motion: To accept the resignations from Leeihnae Reese and Amy Skapyak.

Motion made by: Elizabeth McFetridge

Motion seconded by: Sarah Lelion

Discussion: none.

Action: passed.

■ Convention Speaker Update

- There are 25 sessions that still need to be filled as well as paperwork that needs to be completed for the speakers already signed up. Rooms have been scheduled for the speakers currently signed up.
- Rosemary Gibson, who authored "The Wall of Silence" did the endnote last year and did an excellent job on the topic medication errors. She completed a qualitative study on being the victim of a medication error- putting a face to the victim's face.
- Kaplan is not willing to do the keynote this year but maybe next year.

Motion: To ask Rosemary Gibson to be our keynote speaker for the amount of \$500.00 for the 2009 State Convention.

Motion made by: Jillalison Camp

Motion seconded by: Sarah Lelion

Discussion: none.

Action: passed.

■ Dean's & Director's Gifts

Motion: To accept the paperweights donated to us as the gift for the Dean's and Director's gifts with new labels.

Motion made by: Elizabeth McFetridge

Motion seconded by: Scott Rovito

Discussion: none.

Action: passed.

■ Convention Program Update

- It is suggested that the exhibit hall closes from 1200-1300 for lunch for everyone.

■ Convention Schedule

- The previous suggestion to delete Thursday morning meeting can not take place due to the fact that nominations are still being received during Thursday morning's meeting.

Motion: A motion to leave the convention schedule the same as the 2008 **convention**.

Motion made by: Jillalison Camp

Motion seconded by: Sarah Lelion

Discussion: none.

Action: passed.

■ **Vote on PJ's for First Night Party**

- Look into getting fleece and flannel instead of one piece pjs.

Motion: A motion to have flannel pj's bottoms and t-shirts with NJSNA for the first night party.

Motion made by: Sarah Lelion

Motion seconded by: Elizabeth McFetridge

Discussion: none.

Action: Passed.

New Business

■ **Bylaw Vote**

- To change Section 3 Terms of Office letter C from “the current board and the president-elect will represent NJNS at the NSNA convention. All expenses for current board and President elect for current board and President elect will be covered by NJNS” to be changed to “Board members that represent NJNS as Delegates at the NSNA convention will be reimbursed for all expenses incurred with the rationale being to make this a business trip for NJNS and conserve money resources.”

Motion: A motion to accept bylaw change

Motion made by: Bylaw Committee

Motion seconded by: Jillalison Camp

Discussion: none.

Action: passed.

■ **Policy – vote on proposed changes**

Motion: A motion to accept the proposed policy changes.

Motion made by: Bylaw Committee

Motion seconded by: Sarah Lelion

Discussion: none.

Action: passed.

■ **Contract for 2010 convention**

- Trump sent a contract for the 2010 convention. If the room block (@\$90.00 per room) falls above 75-100% of what we say we are going to use, we don't get charged anything, if we fall below 75% we will be charged \$6,750.00, below 45% will be \$14,040. Also, if we don't meet our \$65,000 food and beverage contract, we will be charged for the focus session rooms.
- Tropicana is the cheapest but they are smaller and may not be able to hold such as large group as us. Also, we will be billed a \$30,000 for food/beverage charge if we do not fill our quota of rooms and we will also be charged for focus sessions. The room rate was \$75.00. They provide additional poster signs for traffic control and information sharing.

Tropicana at the end of this meeting.

- The recommendation was made by the board member(s) that met with convention representatives to utilize Tropicana for one year.

Motion: A motion to accept the Tropicana contract for the 2010 convention

Motion made by: Jillalison Camp

Motion seconded by: Sarah Lelion

Discussion: none.

Action: Passed.

Motion: A motion to accept Tropicana with a one-year contract.

Motion made by: Scott Rovito

Motion seconded by: Elizabeth McFetridge

Discussion: none.

Action: passed.

■ Pulsebeat Update

- Elizabeth and Regina submitted articles to be included in Pulsebeat.
- January/February issue is due tomorrow.
- November/December issue, No Presidential report was received prior to submission for printing.

■ Bags Update

- A photo of the environmentally-safely bag, with our Logo, was circulated and suggested to be given to everyone for the 2009 convention.

Motion: A motion to purchase the recyclable shopping bag for the 2009 convention.

Motion made by: Sarah Lelion

Motion seconded by: Jillalison Camp

Discussion: Regina prefers we do not go with these bags.

Action: Passed.

■ Update for Resolutions

- Namrata not present; no resolution presented

■ Update for Community Health Director

- Elizabeth met with American Red Cross for the best ways to sign up for donating blood. A contact list will be sent to Elizabeth so she can contact the schools.

Motion: To adjourn at 1349.

Motion made by: Scott Rovito

Motion seconded by: Elizabeth McFetridge

Action: passed.

Respectfully submitted,

Jillalison Camp
Secretary