

## November 2019 Meeting Minutes

New Jersey Nursing Students, Inc.

1479 Pennington Road

Trenton, NJ 08618

November 09, 2019

### Executive Board

President:	Tiffany Chi
First Vice-President:	Naykis Arias, RN
Second Vice-President:	Karina DeCasablanca
Secretary:	Christine He
Treasurer:	Glorianna Desrosiers, RN

### Board Members

<i>Pulsebeat</i> Editor/ Public Relations Director:	Suraya Momtaz
Membership/Nominations Director:	Yeonjin Arlene Cho
Population and Global Health Director:	Christina Lee
Breakthrough to Nursing Director:	Jessica Song
Health Policy and Advocacy Director:	Cherita Morgan, RN
Resolutions Director:	Justinna Dixon
Fundraising Director:	Dharti Patel
NJLN Consultant:	Illya DeVera-Bonilla, MSN, RN
NJSNA Consultant:	Barbara L. Cannella, PhD, RNC-OB, APN
Presidential Advisor:	Kimberly Seaman, MSN, RN-BC, CNE
Presidential Advisor:	Ara Kim, BS, RN
Organizational Manager:	Regina Adams, MSN, RN, CNOR

#### I. Call meeting to order

Tiffany Chi called the meeting to order on November 9, 2019 at 10:06 AM.

#### II. Roll call; establishment of quorum

**Present:** Tiffany Chi, Naykis Arias, Glorianna Desrosiers, Christine He, Suraya Momtaz, Yeonjin Arlene Cho, Christina Lee, Jessica Song, Cherita Morgan, Justinna Dixon, Dharti Patel, Dr. Barbara Cannella, Illya DeVera-Bonilla, Kimberly Seaman, Regina Adams

**Excused:** Karina DeCasablanca, Ara Kim

Quorum Established.

#### III. October meeting minutes

**Motion:** To approve the October meeting minutes with corrections

**Made By:** Glorianna Desrosiers

**Second By:** Dharti Patel

**Discussion:** None

**Action:** Carried

#### IV. Treasurer's report

##### September

Opening Balance: \$253,639.80

Closing Balance: \$257,314.34

**Motion:** To approve the September Treasurer's report with corrections

**Made By:** Naykis Arias

**Second By:** Christine He

**Discussion:** None

**Action:** Carried

##### October

Opening Balance: \$257,314.34

Closing Balance: \$254,397.53

**Motion:** To approve the October Treasurer's report with corrections

**Made By:** Dharti Patel

**Second By:** Cherita Morgan

**Discussion:** None

**Action:** Carried

#### V. Annual budget

##### a. Income Edits

- i. The NJLN Consultant will ask the NJLN President regarding scholarship donation
- ii. Insert "DD" next to "Door Prizes" to indicate giveaways for Dean/Director/Faculty Luncheon

##### b. Expenses Edits

- i. Remove "Committee" in the "Finance Committee" section
- ii. Key-note Speaker and Miscellaneous categories are added to even the budget out
- iii. Delete lines 15-120 and add the money back into account
  1. Add board members/advisors' expenses under "Miscellaneous"
    - a. Will indicate "Board Members' Expenses" and add a line for travel
  2. Create a separate spreadsheet breaking down expenses in detail
- iv. Delete Line 170: "Internet/Phone @ Convention"
- v. Remove NSNA Mid-Year Conference section

**Motion:** To approve the proposed budget with corrections

**Made By:** Naykis Arias

**Second By:** Justinna Dixon

**Discussion:** None

**Action:** Carried

## **VI. Update on schools**

- a. Tiffany Chi: In contact with Passaic County Community College, Rutgers University New Brunswick and Newark, and Rowan College of South Jersey; No contact with Salem Community College
- b. Christine He: In contact with County College of Morris and Sussex County Community College. No contact with Raritan Valley Community College.
- c. Glorianna Desrosiers: Caldwell University- in contact, Essex County Community College: sending delegates to convention
- d. Naykis Arias: Mercer County Community College- in contact with SNA President and they are sending delegates, Our Lady of Lourdes- do not respond to emails but were present at COSP, Saint Francis- in contact with SNA President, Trinitas- Board members can attend the December SNA meeting
- e. Karina DeCasablanca: Atlantic Cape and Rutgers Camden- in contact with SNA President and advisor, Stockton University- no contact
- f. Suraya Momtaz: Kean University- in contact; Saint Peter's, Middlesex County, Purdue- no contact
- g. Yeonjin Arlene Cho: Bergen County Community College, Excelsior College, Ramapo College- not interested in communicating; William Paterson- in contact with SNA President and advisor, Montclair State University- in contact
- h. Christina Lee: Georgian Court University- in contact with SNA President, Ocean County College- in contact, University of Phoenix- in contact, Warren County Community College and Monmouth University- no contact
- i. Jessica Song: Jersey College- contact faculty member Judith, TCNJ- in contact with faculty and SNA President and presented at their SNA meeting, Rowan University and Brookdale Community College- no contact
- j. Cherita Morgan: Chamberlain College- no contact, JFK Muhlenberg- in contact with Maribeth Quinn, Eastern International University- presented at SNA meeting
- k. Justinna Dixon: Felician University- in contact with SNA President Anna Dato and presented at SNA meeting, College of Saint Elizabeth- there is no SNA so no contact formed, Hudson County Community College- in contact but no response to COSP, Rowan College in Burlington- spoke to SNA advisors
- l. Dharti Patel: Seton Hall University- in contact with SNA President who replied to COSP email, Bloomfield College- in contact with entire SNA and advisor, Eastwick University- in contact, Fairleigh Dickinson- no contact

## **VII. Convention promotion**

- a. School Contact
  - i. Send initial contact for advertising convention by November 16th to school contacts using the approved template
    1. If sending the email to an advisor, change statement in template to "Looking forward to a large participation from your school"
    2. If you have the SNA President contact, then CC advisor. If you have no SNA President, then send to advisor
    3. Attach convention flyer, delegate and monitor applications when sending the school contact emails

- b. Advertising
  - i. Send blast emails on convention and *Pulsebeat* instead of printing information
    - 1. November 23<sup>rd</sup>: send initial blast email for convention
  - ii. PR Director will make Facebook event for convention
    - 1. Promote applying for delegate, monitor, or scholarship
- c. IMPACT Award
  - i. Established IMPACT Award nomination criteria
  - ii. New process
    - 1. An ad hoc committee with 3 board members and 1 consultant/advisor. Once nominations are received, organizational manager will block the status of individuals to insure fairness. The nominee is notified by the Organizational manager.
    - 2. Add this process to policies

**Motion:** For the Impact Award committee to be comprised of Resolutions Director, Fundraising Director, Breakthrough to Nursing Director, and NJLN Consultant

**Made By:** Naykis Arias

**Second By:** Glorianna Desrosiers

**Discussion:** None

**Action:** Carried

### **VIII. Delegate and monitor applications**

- a. Delegates
  - i. Chosen based on each school's individual selection process
- b. Monitors
  - i. Students will be notified if they're selected as a monitor
  - ii. Mix of monitors from different schools
- c. 7:00PM registration and orientation for both delegates and monitors

### **IX. First Night Party**

**Motion:** To have NJNS match the ribbon donation during the First Night Party

**Made By:** Glorianna Desrosiers

**Second By:** Suraya Momtaz

**Discussion:**

- Should we match established the maximum amount to match?
  - No need to establish the maximum amount to match, based on the number of attendees
- How many students usually attend First Night Party?
  - 150-300

**Action:** Carried

### **X. Breakout session speaker updates**

- a. Confirmed speakers
  - i. Keynote and Dean & Directors Luncheon speakers
  - ii. 14 speakers for sessions (confirmed)

- b. Potential speakers
  - i. New graduate panel
  - ii. Rutgers Out-of-Hospital Residency program
    - 1. Provides information that hospital is not the only place to work after graduation
  - iii. Contact NCLEX speakers from last year
- c. Each session will be 50 minutes
- d. Contacting speakers
  - i. Update the Organizational Manager on speakers and copy in all email correspondences
  - ii. Insert contacted speakers in Google Sheets
  - iii. Each board member should contact 3 potential speakers
  - iv. Use personal email, not NJNS email until spam issues are resolved
  - v. Email template is located in Convention Speakers folder in Google Drive

**XI. Exhibitor updates**

- a. Picmonic is interested in exhibiting
- b. Start reaching out to unconfirmed exhibitors every week

**XII. Convention fundraising**

- a. Sent all emails to request donations
- b. 3 donations as of meeting date

**XIII. Resolutions draft**

- a. The resolution is in support of improving the physical health of those with severe mental illness
  - i. Include that NSNA encourages nursing schools to educate its students on this resolution
  - ii. Use abbreviations and practice reading out loud

**XIV. Announcements**

- a. December meeting will review the policies and bylaws
  - i. Review national bylaws for any changes
  - ii. Send the Health Policy and Advocacy Director edits as suggestions in Google Docs by Saturday, November 16<sup>th</sup>

**XV. Adjournment**

**Motion:** To adjourn the meeting at 1:14 PM

**Made by:** Glorianna Desrosiers

**Second:** Yeonjin Arlene Cho

**Discussion:** None

**Action:** Carried

Tiffany Chi adjourned the meeting at 1:14 PM.

X *Christine He*

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Christine He  
Secretary



X

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Tiffany Chi  
President