

December 2019 Meeting Minutes
New Jersey Nursing Students, Inc.
1479 Pennington Road
Trenton, NJ 08618
December 14, 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:	
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 this meeting to order on December 14, 2019 at 10:08AM.

II. Roll call; establishment of quorum

Present: Tiffany Chi, Karina DeCasablanca, Christine He, Suraya Momtaz, Yeonjin Arlene Cho, Cherita Morgan, Justinna Dixon, Dharti Patel, Dr. Barbara Cannella, Illya DeVera-Bonilla, Christina Lee

Excused: Naykis Arias, Ara Kim

Unexcused: Glorianna Desrosiers

Late: Christina Lee (10 minutes)

Quorum Established.

III. Resignation

- a. Jessica Song resigned from her position as Breakthrough to Nursing Director due to academic reasons
 - i. The board has made the decision to close the position
- b. School contacts will be redistributed as followed:

- i. TCNJ- Christine He, Jersey College- Justinna Dixon, Rowan College- Dharti Patel, Brookdale Community College- Cherita Morgan

Motion: To close the Breakthrough to Nursing Director position

Made By: Dharti Patel

Second By: Karina DeCasablanca

Discussion: None

Action: Carried

IV. November meeting minutes

- a. NJLN Scholarship Update
 - i. NJLN will provide 10 memberships to students for their organization
 - ii. Student members of NJLN will have student membership, RNs will have regular membership
 - iii. At convention, the board decided to raffle 5 memberships to delegates and monitors, and 5 as a door raffle on Thursday morning to regular attendees

Motion: To have 5 of the NJLN memberships raffled to delegates and monitors and 5 raffled as door prizes

Made By: Dharti Patel

Second By: Suraya Momtaz

Discussion: None

Action: Carried

Motion: To approve the November meeting minutes

Made By: Cherita Morgan

Second By: Justinna Dixon

Discussion: None

Action: Carried

V. Treasurer's report

- a. No Treasurer's report provided by the current Treasurer, Glorianna Desrosiers

Motion: To remove and vote off Glorianna Desrosiers from Treasurer position

Made By: Justinna Dixon

Second By: Yeonjin Arlene Cho

Discussion:

- 2 unexcused absences
- Lack of participation
- Delays on reports and required documents
- According to the Policy, the current Treasurer, Glorianna Desrosiers, fulfills 3 out of the 4 points under noncontributing member

Vote to remove Glorianna Desrosiers as Treasurer:

Yes- Karina DeCasablanca, Dharti Patel, Suraya Momtaz, Justinna Dixon, Yeonjin Arlene Cho, Christina Lee, Christine He

No- Cherita Morgan

Majority vote: Yes

Action: Carried

- b. Redistributing School Contacts
 - i. Caldwell College: Karina DeCasablanca, Essex County College: Suraya Momtaz, Holy Name: Justinna Dixon, Thomas Edison State University: Cherita Morgan, New Jersey City University: Christina Lee
- c. Organizational Manager, Regina Adams, will assist the President, Tiffany Chi in fulfilling the role of Treasurer for the remainder of the term

VI. Convention

- a. Program book
 - i. The advertisements and exhibitors will be printed. Speaker sessions schedule will be available online
 - ii. The program book is for biographies
 - 1. Changes and updates in biographies need to be submitted to Tiffany Chi before 12/31
 - iii. Program book due by February 7th

Motion: To approve the cover of the program book

Made By: Christine He

Second By: Dharti Patel

Discussion: None

Action: Carried

- b. Delegate Binder
 - i. Annual board reports
 - 1. May-December board reports needs to be compiled into one document and sent to the advisors for approval by 12/31
 - a. Only one heading and signature for the entire document

Motion: To approve the cover of the delegate binder

Made By: Yeonjin Arlene Cho

Second By: Cherita Morgan

Discussion: None

Action: Carried

- c. Convention Schedule
 - i. New board vote
 - 1. The voting process will be digital

2. Email invitation and follow link for email voting for board members
- d. Schools Update
 - i. Send a follow-up email to school contact about convention
 - ii. President will create template to invite Deans and Directors for the luncheon
 - iii. Re-establish contacts to new schools that have been reassigned and send convention updates
 - iv. Goal
 1. 15 schools represented at delegates meeting
 2. Diversify pool of 40 monitors and 2 head monitors
- e. Exhibitors Update
 - i. Justinna Dixon is in contact with UPenn as an exhibitor
 - ii. Create a sign indicating that the exhibit hall is open during registration
- f. Breakout Session Speakers Update
 - i. Need to finalize speakers and their topics
 - ii. The Second Vice-President will follow-up email on the speakers
 - iii. Show the film “The Duty to Care: Nursing the Early Years of the AIDS Epidemic” as a tribute to 2020 being the year of the nurse
 1. This is will be 2 speaker sessions with Dr. Cannella as the moderator
 2. Dr. Cannella will send a request to Johnson&Johnson to authorize the showing of this film for educational purposes
- g. Fundraising Update
 - i. There are 15 donations as of December meeting
 - ii. Ideas for Deans & Directors gift
 1. Budget of \$10 per Dean/Directors Luncheon attendee
 2. Mason jars filled with:
 - a. Self-care items
 - b. NJNS sticker in between mason jar covers

Motion: To have a budget for Deans/Directors luncheon of \$10 per Deans/Directors luncheon attendee attending luncheon

Made By: Justinna Dixon

Second By: Christina Lee

Discussion: None

Action: Carried

- h. Promotion
 - i. Advertise on social media by posting bi-weekly on NJNS Facebook promoting convention

VII. Resolutions director update

- a. Edits
 - i. Resolution draft reviewed and will be revised as recommended

Motion: To approve the final draft of the resolution with corrections

Made By: Cherita Morgan

Second By: Christina Lee

Discussion: None

Action: Carried

VIII. Bylaws and policy book revisions

- a. Bylaws have no major changes
- b. Policy Book
 - i. Make sure the format is uniform
 - ii. Each letter under a section is a run-on paragraph; last sentence of the letter should have a period while the sentences in between should end with a semicolon
 - iii. Grammar, spelling, and punctuation
 1. Section 3: Letter B- transact “the business”
 2. Section 4: Letter A- change to “a board member,” Letter D- capital “P” in President
 3. Section 5: Board members keep everyone updated as board report in email, not verbally during meeting. Edit to “Prepares an agenda for board meetings.” Move this statement to be number 8
 4. Section 9: change from “with in” to “within”. Letter K- change from “to board” to “to the board”
 5. Section 10: Letter A- Add clause under newsletter: “Three editions are created and distributed within one term. Editions will be distributed in June, September, and December respectively.”
 6. Section 11: Letter I change to “update the school contact list”
 7. Section 12: Letter B- change to “will begin”
 8. Section 14: Letter F- Change to “by the November meeting”
 9. Appendix E: delete one “provide”

Motion: To approve the policy book with suggested edits

Made By: Dharti Patel

Second By: Cherita Morgan

Discussion: None

Action: Carried

IX. New business

- a. Convention Photographer
 - i. Invite last year’s convention photographer, Andrew Peng to cover the convention
 - ii. ID Badge with “OFFICIAL NJNS PHOTOGRAPHER” will be provided

Motion: Andrew Peng as 2020 Convention photographer

Made By: Yeonjin Arlene Cho

Second By: Suraya Momtaz

Discussion: None

Action: Carried

- b. An email vote will be conducted for the NJNS zip-up hoodie for First-Night Party

X.

Adjournment

Motion: To adjourn the meeting at 1:24 PM

Made By: Dharti Patel

Second By: Cherita Morgan

Discussion: None

Action: Carried

Tiffany Chi adjourned the meeting at 1:24 PM.

X Christine He

Christine He
Secretary

X 

Tiffany Chi
President