

October 2019 Meeting Agenda
New Jersey Nursing Students, Inc.
1479 Pennington Road
Trenton, NJ 08618
October 12, 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 October 12, 2019 at 12:48 PM.

II. Roll call; establishment of quorum

Present: Tiffany Chi, Naykis Arias (phone), Karina DeCasablanca, Glorianna Desrosiers, Christine He, Suraya Momtaz, Yeonjin Arlene Cho, Jessica Song, Cherita Morgan, Justinna Dixon, Dharti Patel, Dr. Barbara Cannella, Illya DeVera-Bonilla, Christina Lee

Excused: Kimberly Seaman, Ara Kim, Regina Adams

Guests: Dan Misa, Jessica Zheng, Alexa Asperilla

Quorum Established.

III. September Meeting Minutes

Motion: To approve the August meeting minutes

Made By: Dharti Patel

Second By: Glorianna Desrosiers

Discussion: None

Action: Carried

IV. COSP Debriefing

- a. Speakers
 - i. Upon review of the evaluation, speakers were well received by the students, faculty, and guests: presenters provided information that is not conventionally taught in nursing school classes
 - ii. Board members will invite the speakers to present during the break-out sessions at the convention
- b. Recommendations
 - i. Switch location to make location more accessible to Central and North Jersey next year
 - ii. Change registration to Wufoo forms to require payment to complete registration
 - iii. Explore if term “scholarship raffle” can be changed to “50/50 raffle”

V. Convention Planning

- a. Convention Schedule
 - i. Have an recognition ceremony for school leaders

Motion: To have SNA Presidents opening ceremony on Thursday

Made by: Glorianna Desrosiers

Second By: Dharti Patel

Discussion: Have a google form so SNA presidents will RSVP

Action: Carried

- b. Convention Registration
 - i. Delegate and Monitor Registration
 - 1. Delegates and Monitors should come on Wednesday at 7PM rather than 4PM to avoid conflict with clinical schedules
 - a. Light dinner or desserts will be provided
 - 2. Monitors and Delegates information regarding orientation and a video explaining Robert’s Rules will be emailed prior to convention
 - a. Acceptance letter and confirmation will be sent via email to Delegates, along with Robert’s Rules and bylaws
 - b. Explore ANA, NJSNA, NSNA website for information on “What it means to be a Delegate”
 - ii. Send delegate and monitor forms to SNA Presidents and copy the SNA Advisor once the forms are approved
 - 1. State in the email that as of right now, your school can send “x” amount of delegates based on your NSNA membership. Set a deadline to president for forms. Ask them if schools want to choose delegates themselves or want students to just submit themselves
 - a. Main contact should be SNA Presidents

Motion: Membership and Nominations are allowed to have two head monitors

Made By: Yeonjin Arlene Cho

Second By: Karina DeCasablanca
Discussion: None
Action: Carried

c. Voting on Convention Flyer and Convention Program Book Cover

Motion: To approve Flyer #5 for Convention with proposed edits
Made By: Justinna Dixon
Second By: Suraya Momtaz
Discussion: If there are any edit suggestions let Jessica Song, the Breakthrough to Nursing Director, know.
Action: Carried

d. Officer Roles

- i. First Vice-President: In charge of exhibitors at exhibit hall (scholarship committee)
- ii. Second Vice-President: In charge of speakers (scholarship committee)
- iii. Treasurer: Convention funds (scholarship committee)
- iv. Secretary: Meeting minutes (scholarship committee)
- v. Pulsebeat Editor/ PR Director: Social media and advertising for convention
- vi. Membership/Nominations Director: Managing Delegates and Monitors
- vii. Population and Global Health Director: Presentation about their project
- viii. Breakthrough to Nursing Director: Presentation about their project
- ix. Health Policy & Advocacy Director: Tri-fold at exhibit hall
- x. Resolutions Director: Have first draft by resolutions by November. House of Delegates will be for discussion resolutions
- xi. Fundraising Director: Collect donations for raffle baskets and manage raffle stand

Motion: Make ribbons during First-Night Party fundraiser \$1
Made By: Dharti Patel
Second By: Glorianna Desrosiers
Discussion: None

e. Speaker and Exhibitor Updates

i. Speaker Update

1. Send email to speakers we want and ask for an abstract from to find out what they're speaking about. Notify speakers if we like their abstracts that we'll tell them by a specific date. We can do an email vote for speaker abstracts except for our definite speakers

ii. Exhibitor Updates

1. Naykis Arias, the Second Vice-President, sent out 25 emails
2. Main problem is the email is being rejected as spam
3. 2 exhibitors are out of office until next week. 2 will send forms by the end of the year. 6 emails have been rejected as spam. 13 emails are unanswered.

- a. When contacting exhibitors, use the organization's email:
njnursingstudents@gmail.com
 - b. Recommendation by the NJSNA Consultant, to have a process in selecting speakers. A call for abstract will be sent via email blast
- f. Miscellaneous
- i. Get number of students who are RNs to get continuing education contact hours (to renew license every 2 years) for convention

VI. Convention Fundraising

- a. Sponsor letter template sent to advisor
 - i. Remove the tax ID

VII. Post-COSP *Pulsebeat* article

- a. Details
 - i. The edition will consist of topics mainly about convention
 - ii. Physical copy that is sent to NJNS members.
 - iii. Send articles to advisors by October 26th for approval
 - iv. Once advisor approves the *Pulsebeat* article, all members will forward to the PR Chair, Suraya Momtaz, by November 9th and then it will be forwarded to the Organizational Manager, Regina Adams, for publishing
- b. *Pulsebeat* Topic
 - i. COSP: Second Vice-President, Secretary, Treasurer, PR Chair, Breakthrough to Nursing Director, Fundraising Director
 - ii. Convention: President, First Vice-President, Membership/Nominations Director, Health Policy, Resolutions Director, Population & Global Health Director

VIII. Bylaws and Policy Review

- a. Bylaws and Policies
 - i. Board members will review national and NJNS bylaws and policy by next meeting
 - 1. Comments and suggestions will be placed on Google Docs

IX. Old business

- a. NJLN Gala
 - i. November 1st from 6:30 – 10:30PM at Pines Manor in Edison, NJ
 - ii. Attending: Kimberly Seaman, Illya DeVera-Bonilla, Dr. Barbara Cannella, Ara Kim, Tiffany Chi, Christine He, Suraya Momtaz, Cherita Morgan, Justinna Dixon, Yeonjin Arlene Cho, Christina Lee

X. Adjournment

Motion: To adjourn the meeting at 2:13 PM

Made By: Yeonjin Arlene Cho

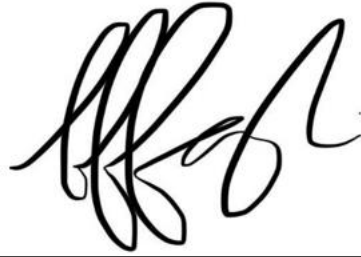
Second By: Glorianna Desrosiers

Discussion: None

Action: Carried
Tiffany Chi adjourned the meeting at 2:13 PM.

X Christine He

Christine He
Secretary

X 

Tiffany Chi
President

