

August 2019 Minutes
New Jersey Nursing Students, Inc.
1479 Pennington Road
Trenton, NJ 08618
August 10, 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 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 to order/establish quorum

Tiffany Chi called the meeting to order on August 13th, 2019 at 10:03 AM.

II. Roll Call

Present: Tiffany Chi, Naykis Arias, Karina DeCasablanca, Christine He, Glorianna Desrosiers, Suraya Momtaz, Yeonjin Arlene Cho, Christina Lee, Jessica Song, Cherita Morgan, Justinna Dixon, Illya DeVera-Bonilla, Dr. Barbara Cannella, Ara Kim, Regina Adams, Kimberly Seamen

Excused: Dharti Patel

Quorum Established.

III. Approval of July meeting minutes

Motion: To approve the July meeting minutes with corrections

Made By: Glorianna Desrosiers

Second By: Justinna Dixon

Discussion: None

Action: Carried

Motion: To approve the July e-mail vote minutes for COSP flyer design

Made By: Cherita Morgan

Second By: Glorianna Desrosiers

Discussion: None

Action: Carried

IV. Treasurer's report

Opening Balance: \$259,128.41

Closing Balance: \$257,482.14

Motion: To approve the July treasurer's report

Made By: Yeonjin Arlene Cho

Second By: Cherita Morgan

Discussion: None

Action: Carried

Board members handed in reimbursement forms for NSNA Summer Leadership Conference.

V. Summer Leadership Conference review

a. NSNA Booklet Content

- i.** Naykis Arias, the First Vice President, mentioned that there is some confusion regarding how COSP is named as Council of School Presidents in Section 2 of "How to Manage a State Association"
 - 1.** The advisors clarified that COSP was changed to Council of School Participants with the goal of generating more attendees and being more inclusive
 - 2.** Possibly organize a special event for school presidents at convention
- ii.** Ethics and Governance Director
 - 1.** The new position added by NSNA, focusing specifically on the state bylaws and procedures
 - 2.** Ara Kim, the Presidential Advisor, mentioned that NSNA positions are guidelines, each school or state isn't required to adopt every position
 - 3.** There can be more discussion regarding this position after COSP matters are settled
- iii.** Implement speaking order tags
 - 1.** May be better for everyone to speak

Motion: To implement speaking order tags during the meeting

Made By: Yeonjin Arlene Cho

Second By: Cherita Morgan

Discussion: 2 for implementing, rest against

Action: Not passed

VI. School contact list update

- a. School Contact Letter Template
 - i. Template on Google Drive will be updated
 - ii. Send out school contact letters ASAP. If redirected to a second person, add a sentence acknowledging the original recipient (“I’ve been informed by ... that you’re the new SNA advisor”)
 - iii. Initial letters should be sent by Monday, August 12th. A follow-up email will be sent if there has not been a response for some time.
 - iv. Board members agree to send COSP letters to schools by August 26th

VII. COSP updates

- a. Speakers
 - i. Kristina DeJesus, Daniel Misa, Courtland Kurtas have all confirmed attendance. Secretary will work with the NJLN advisor on sending details about the event.
- b. Marketing
 - i. Advertisements
 - 1. Send advertisements every week about COSP
 - 2. E-mail signature with website link related to COSP
 - 3. Send blast e-mail to NSNA members
 - a. Send the email to Gina Adams, the Organizational Manager, and she will send it to NSNA. Must be in link format.
 - ii. Check our website a day before the event if there’s availability and post if we’re accepting on-site registration

Motion: To give away NJNS shirts and sell hats

Made By: Yeonjin Arlene Cho

Second: Suraya Momtaz

Discussion: None

Action: Carried

- c. COSP program book
 - i. Revise to tri-fold format to make viewing easier
 - ii. Send flyer and registration form with the COSP letter e-mail to schools
 - iii. Registration form: add registration attendees limited to 100 people and other things from google form
- d. COSP online form
 - i. Show number of open spots on website to solve the problem of turning away a large number of people on-site
- e. Survey

- i. Survey on chairs with candy/goodie bag and ask attendees to complete survey before raffles

f. Schedule

- i. 8:00 AM- Breakfast & Registration
- 8:50 AM- Welcome
- 9:00 AM- Men in Nursing
- 9:45 AM- LGBTQ+ in Nursing
- 10:30 AM- Networking Break
- 10:55 AM- Diversity & Inclusion
- 11:40 AM- Lunch, Raffles & Scholarship
- 12:30 PM- NJNS Board Meeting

Motion: To approve the COSP schedule with advisor corrections

Made by: Glorianna Desrosiers

Second by: Yeonjin Arlene Cho

Discussion: None

Action: Carried

Motion: To eliminate “Panelist” and to have each COSP presenter listed as “Speaker.”

Made By: Glorianna Desrosiers

Second By: Jessica Song

Discussion: None

Action: Carried

g. Pulsebeat

- i. May not be publishing COSP *Pulsebeat*, still waiting for members to submit articles to the *Pulsebeat* Editor
 - 1. Send articles to Gina and Suraya by Wednesday

VIII. COSP raffle baskets

- a. All of the board members are in agreement to the Fundraising Chair’s list of raffle basket arrangements
- b. All board members bring in purchased prizes to the next meeting

IX. Convention Friday workshop ideas

- a. “Save the date” card for convention has been approved
- b. Resume training, Narcan training repeated, NCLEX review: workshop will be decided in the future

X. Announcements

- a. Business cards
 - i. Gina Adams, the Organizational Manager, is ordering the business cards
- b. Apply to NSNA awards when available
- c. NJLN Gala

- i. Friday, November 1st at the Pines Manor in Edison
- ii. "Section 3: General Responsibilities of the Board" Letter M was discussed with the board

XI. Adjournment

Motion: To adjourn the meeting at 12:37 PM

Made By: Yeonjin Arlene Cho

Second By: Karina DeCasablanca

Discussion: None

Action: Carried

Tiffany Chi adjourned the meeting at 12:37 PM.

X Christine He

Christine He
Secretary

X Tiffany Chi

Tiffany Chi
President