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|  | | | | **Student Nurses’ Association at UCF Orlando – AUGUST Board Meeting MINUTES 8/4/20**  **Time Called to Order: 1701**  **Time Adjourned: 1749**  **Location: Zoom**  **Presiding President: Samantha Cooney**  **Recorded by: Amanda Shover** | |
| **Attendees Present:** | | **Samantha Cooney, Chloe Frye, Sadie Richards, Hope Wegge, Amanda Shover, Josee Etienne, Amber Keller, Audrey Been, Natalie Klosinski, Delaney Dietz, Andrea Garcia, Megan Donnelly, Joyce DeGennaro, Kate Dorminy, Brian Peach** | | | |
| **Attendees Absent:** | | **Joyce DeGennaro** | | | |
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| **Presenter:** | **Agenda Item/ Discussion** | | **Action:** | | **Follow-up:** |
| **Samantha Cooney-** President | * Welcome to the SNA board Andrea and Megan! * Still in the process of renewing SNA as an RSO… waiting to hear back * Future Meeting Dates   + General Meetings     - **August 26th** Back to School BBQ       * TBD     - **September 30th** @ 1700   + Board Meetings     - **September 1st** @ 1700   + Weekly connections with advisors- everyone assigned with an advisor and touch base with your position   + Start planning car wash for late August or September | |  | |  |
| **Sadie Richards-** Vice President | * August Meeting   + Back to School BBQ on the 26th-TBD   + Food and venue will be announced once all is finalized. I will keep everyone updated.   + I might need assistance with getting food. * Future Meetings   + Currently working on a guest speaker for September.   + I will keep you all updated on the speaker.   + Please let me know if there is a specialty or an area of nursing that you would like to see. All suggestions are welcomed and appreciated. * Senior-Junior Buddy   + Questionnaires have been sent out to both juniors and seniors.   + We currently have more juniors than seniors, so please spread the word so that we can get more participation from the seniors.   + I will post reminders before the deadline.   + The deadline is August 16th.   + I intend on promoting it at the junior orientation.     - I will extend the deadline for the juniors who want to sign up after orientation * SNA Points   + Points are up to date. | |  | |  |
| **Chloe Frye-** Treasurer | **Current Balance: $17,682.38**  Current Membership Count: 117  The following people will need to get with me to renew your membership:   * Amanda Shover (exp. 8/27/20) * Audrey Been (exp. 8/27/20) * Natalie Klosinski (exp. 8/27/20) * Sadie Richards (exp. 8/27/20)   Friendly reminders:   * All board members must sign the last page of the bank statement, financial report, and Venmo report. They are available now! **Please have these signed by 8/5/20 @ 2359**. Please please please have this signed promptly.   + June Financial Report:<https://drive.google.com/file/d/19r4bm87n-Nm4O-WQk31OcmiPhm0nATDu/view?usp=sharing>   + June Bank Statement:<https://docs.google.com/document/d/1S6mHNOehoQfkOhpJir6b7QeVL48Wa56kVCNiFJiRBGU/edit?usp=sharing>   + June Venmo Report:<https://docs.google.com/spreadsheets/d/1Bn1Cgpfw64V73jsDVU_KfgMTf1CkHrl7xq0HwWgKsyY/edit?usp=sharing>   + July Financial Report:<https://drive.google.com/file/d/1zSo7eZt-2qHd_XCdCsbcRUoMLgErA_Oi/view?usp=sharing>   + July Bank Statement:<https://docs.google.com/document/d/1d0fcKeVsN92jje2TKfdxrOHe52h3Krf1VVCe-VLXQP8/edit?usp=sharing>   + July Venmo Report:<https://docs.google.com/spreadsheets/d/1ZOhljcECX8Avfhvfl9vOjrHAxwo-9m9AfxiDC-IiaGg/edit?usp=sharing>   + Reimbursement Receipts for your viewing pleasure:<https://drive.google.com/file/d/10CSIGVAMotcHjcaitCORdAJ2jpjebsvt/view?usp=sharing><https://drive.google.com/file/d/1ohmVAyLQ7To-giPgaZZ2EnMro8lBuKp6/view?usp=sharing><https://drive.google.com/file/d/1gfIEQ1EQkb3PxQ6KLE4ehyoOvilfyZPv/view?usp=sharing> * 2 officers at the cash box at all times * All officers can accept membership forms * Must provide a receipt to get reimbursed * Encourage Membership all you can! * Bank Card must be signed in and out in order to use it * Going to start doing 3 reports: adding a Venmo report | |  | |  |
| **Andrea Garcia-** Clubhouse Director | * Introduction: Hello everybody. Can’t wait to continue to work with you all, and hopefully meet soon. * This week I planned the phone calls that will take place Wednesday and Thursday to collect the payment for the clinical supplies purchased by students. * Will be getting payments by the end of the week- ask Chloe or Samantha for card number to pay for supplies * Thank you Chloe for distributing the items purchased by the graduated Accelerated cohort 2020 (drive-by). The plan worked brilliantly. * Incoming freshmen meeting August 20th- should be virtual can pop in to discuss. Having a flyer or email would be best to promote | |  | |  |
| **Megan Donnelly-** Accelerated Liaison | * Introduction - so excited to meet everyone & work together over the next year! :) * Alumni / Accel Mentorship Program   + Planning on initiating contact with Alumni Engagement Assistant Director prior to start of Fall semester to begin setting up program * Recruiting more Accels for SNA in the Fall (several people have expressed intent to join in August!!) | |  | |  |
| **Josee Etienne-**  Legislative Director | * Hello and Welcome to the SNA board Andrea and Megan! * **Resolutions!!!**   + Johmarc started the process very early last year due to the amount of work that consists.   + I’m aiming to have it completed by September   the deadline is usually October.   * + I already have a template. * SNA State Convention -->I know it’s a little early   + UCF SGA funding forms (should I apply), pending online convention.   + Delegates; if online, do we still need to proceed with them?     - One for every 15 member plus alternates (if required) | |  | | * Waiting on update email from Mrs. D regarding state convention |
| **Hope Wegge-** Fundraising Chair | **Yard Sign Fundraiser**   * ~ $350 profit!!! * High demand * Plan to re-open in September (possibly different designs)   **Hugs from Home (August Fundraiser)**   * **Who**: 2021 Traditional cohort * **What**: Fun goodie bag/survival kit parents can purchase for their son/daughter   + Candy, decal, tea bag/hot chocolate, hand sanitizer, pen, mini notebook, tissues * **Where**: Advertised at parent orientation → through zoom?   + Google form sent to parents virtually * **How much**: $15 per goodie bag   + \*\*\*Pre-order before purchasing supplies?\*\*\* * **Delivery**: after first exam (possibly online..) * I would need 2-3 volunteers to help put together the bags   **August Bake Sale**   * Any changes due to COVID? * **Date TBD**   + First week of classes → cohort’s schedules? * Google doc officer volunteer form to assist bake sale   Car Wash- waiting on response from Chick-fil-a🡪 hoping to plan for September | | **VOTE\*\*\***  ***Hope makes a motion to price goodie bags at $15 each. Samantha seconds. Motion passes.*** | | * Email Lisa G regarding Hugs from Home- how to go about presenting it to the parents * Waiting for the finalization of RSO’s new policies * Possibility of Knight Nurse face masks |
| **Natalie Klosinski-** Breakthrough to Nursing  Director | * Sadie and I have been working on the Senior Junior buddy program (when to begin matching?) * GOAL to have matching completed by firstt day of school * I will reach out to schools, but with COVID/how Florida is… not sure for now * Focusing on high schools and working with APNS | |  | |  |
| **Amber Keller-** Media Director | * **Newsletter Submission Deadline is September 20**   + All officers will submit for this edition * Let me know if you have any Student or Faculty Spotlight Nominations | |  | |  |
| **Audrey Been-** Historian | * Begin to discuss/brainstorm the official social distancing plan for the SNA BBQ and get permission from CON to use the parking lot. * Looking out for Relay For Life signup * Took photos from RMH drop-off | |  | |  |
| **Delaney Dietz-** Community Health Director | * Senior-Student Connections Program and June RMH Collection were both successes! * RMH in-house Share a Meal is still closed   + August Donation Collection - I am looking at the morning of Thursday, August 27th (based on class/clinical schedules) * Straight Street   + Monday, August 31st, 1700-1900 * I registered an SNA Team for Knight-thon, so I will send signups for students soon and talk about it at the meeting * Lisa Joseph and Layne Fess points for RMH collection- can we assign more points for extra effort? No extra points but could do a student spotlight in the upcoming newsletter! * Amanda Stack- still has materials from Knight-Thon. Mrs. D will follow up with that. | |  | |  |
| **Amanda Shover-** Secretary | Looking forward to coming back and seeing everyone within the month!  Thank you gifts for upcoming meetings- I can purchase Starbucks gifts cards or something else if we wanted to change it up?  Curriculum meetings- what will that look like for the fall? Planning to be on Tuesdays and virtually | |  | |  |
| **Advisors:**  **Joyce DeGennaro**  **Kate Dorminy**  **Brian Peach** |  | |  | |  |