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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
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| **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.
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| **Chloe Frye-** Treasurer | **Current Balance: $17,682.38**Current Membership Count: 117The 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
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| **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
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| **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!!)
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| **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
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| **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
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| **Natalie Klosinski-** Breakthrough to NursingDirector | * 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
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| **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
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| **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
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| **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.
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| **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** |   |  |  |