University of Central Florida – Orlando

Student Nurses Association Agenda

August 22, 2018

College of Nursing

Room: 496

Open: 17:00 am

Close: 08:56 am

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| Attendees | Kimberly Lucas (President), Allison Buschbom (Secretary), Bryce Harrison(Legislative Director), Amy Coisnard (Community Health Director), Rachel Evans (Breakthrough-To-Nursing Director), Shannon Strauss(Historian), Samantha Sherman (Media Director), Casey Blackwell (Fundraising Director), Megan Argento (Clubhouse director), Chris Deatrick (Co-Advisor), Abbygail Lapinski (Treasurer), Jesyca Ramirez (Accel Liason) |
| Absent | Emily Derayunan (Vice President), Joyce DeGennaro (Co-Advisor) |
| Motion Passed | 1. Money will be allocated for students attending FNSA convention that are not on the board.(delegates, elects).
2. Treasurer will purchase a hard drive to hold electronic files.
3. Motion was passed to include the registration ($15) for general members who are only attending for one day. Allocation needs to be submitted by September 12th. A deadline to sign up should be set by next Wednesday, August 31h.
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| Item | Discussion | Outcome |
| **President:** Kimberly Lucas | * Welcome back!
* Orientation went great! Thank you to Abby, Emily, Bryce, Allie, Megan, and Casey for all of the help with tours, tabling, and the panel!
* Also thank you to Amy, Rachel, and Abby for volunteering for Nursing @ Nike on Friday!
* Reregistered SNA as an RSO in July.
* Back to School BBQ

Calendar of Events – post on clubhouse door?* I’d like to utilize making some paper flyers and advertising our events and meetings at least two weeks in advance.

Each officer responsible for own flyers (Fundraising – Casey, Meetings – Emily, Events – Sam & Shannon, Community – Amy, etc.) Of course recruit others if you need/want help in making it! |   |
| **Vice President:**Emily Derayunan | * Speaker for September Meeting: Former Board Member Panel
	+ Reached out to the former board and have confirmation from Eliany and possibly Sarah Rose also.
	+ Food: Officer Dessert Potluck.
* Speaker for October Meeting is Nurse Blake!
	+ Hoping to have the meeting at the Student Union to accommodate for a larger turnout.
* I’ve met with Katie Korkosz, the Director for Advancement at the CON about future guest speakers, but she hasn’t contacted me yet with suggestions.

Will contact Christina Gonzalez, Assistant Director of Alumni Engagement, to follow up about guest speakers.* Junior/Senior Buddies have been paired and everyone has been informed! (thank you to Rachel for helping!)

I have been in contact with the president of UF’s Pharmacy InterPro for the Interprofessional summit and we will begin coordinating that throughout the semester. |  |
| **Secretary:**Allison Buschbom  | -I have reached out to Dr. Allred in regards to the Curriculum Committee meetings. -Just to confirm, Back to School BBQ is $5 for members and nonmembers? -Email Caitlin Stewart, a resource coordinator at “Center for School, College and Career Resources” about guides for nursing students to be posted to the website. -Exam on 9/12, board meeting. Reschedule?  |  |
| **Treasurer:**Abbygail Lapinski |  **Current Bank Balance: $9,102.12**Upcoming Expenses:* General Meeting Expenses
	+ Food, speaker(s) gift 🡪 Nurse Blake
* Share a Meal
* Back to school BBQ
* FNSA Conference: Working on Allocation with Bryce

Created a log for cash flow in lock box and the debit account. Created form \*to place in lock box\* to track inventory and cash flow in lock box. Yearly Officers Budget Updated – Ready to sign at meetingCreated a Debit Card Sign In/Out Form & Event/Fundraiser Evaluation FormUpdated Membership Form Friendly Reminders: * Please always make sure to have 2 people at the cash box
* Before buying supplies for meeting and events, please make sure to check the clubhouse. We have a wide variety of supplies that can be used.

Membership Count ~132 (NSNA July 31st, 2018) |  Bank statements were shown to the board and signed by each board member as well as advisor. Example of a cash form was shown to the board A debit card will be used for an event/fundraiser. Can be signed out on Monday morning, with a return on Wednesday. Or pick up Wednesday with a return on Monday. Provide a description of the event and initialing to take responsibility. Kim will have a card as well if two officers need. Text Abby for the code.Collect the receipts Motion was passed to use our legislative budget to cover the expenses of convention for any student other than board members who decide to attend. These students would be running for a state position. Motion was passed for the Treasurer to purchase a hard drive. The hard drive will be stored with the advisors.  |
| **Breakthrough to Nursing:** Rachel Evans | * I am tabling at Pegasus Palooza and paneling for the Superheroes in Scrubs event later today
* Scheduled tabling event September 18th 10:45-12:30 PM at Winter Park HS
	+ I will be posting on the Facebook page to get volunteers
* Timber Creek HS College and Career Fair October 11th 8:30-12:15 PM
	+ I am unable to attend this event due to my clinical schedule
	+ I am looking for 1-2 volunteers
* University HS College and Career Fair October 16th 7:45-11 AM
	+ I will be able to attend this event with 1 other volunteer
* The Junior/Senior buddy pairing went well!
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| **Community Health:** Amy Coisnard | * Pegasus Palooza- Superheroes in Scrubs
	+ Tabling- Rachel & Amy (10am-12pm)
		- Kim & Casey (12-1pm)
	+ Q&A Panel- 12-1pm
		- Bryce, Rachel & Amy
		- Caitlin Cox & Morgan Adams
* Share-A-Meal
	+ Thank you to everyone who came out in August!
	+ Waiting on Junior schedule to pick a September date…
		- Looking into going to different RMH
* Feeding Ministries- BP screenings
	+ 2nd Saturday of every month (8:45-10:30am)
	+ 2-3 volunteers
	+ Can’t take BP screenings without Dr. Weiss…
* Knight-Thon
	+ They sent me an email asking for Team Captain info… I’m waiting for a response about meetings
	+ Possible September interest meeting?
* Future Fall ideas…
	+ Pop tabs
		- RHM collects them
		- Does anywhere else?
		- Box tops for our schools?
	+ October- Knights Give Back
	+ November- Food drive competition
		- Hygiene products?
	+ Orlando Health Hubbard House?

Meals on Wheels? I believe my Share-A-Meal budget is $100 a month but have yet to even spend $100… How can I use the “excess” money? More Share-A-Meals? Prize for competitions? ??? |  -  |
| **Legislative Director:** Bryce Harrison  | * Welcome back!
* Resolutions
* Elections
	+ Nurse Blake
* Allocation- Me, and Abby got the quote for the rooms
	+ I’ll start advertising for delegates.
* Resolutions --
	+ Currently working on the resolutions to encourage further education regarding the transgender identity, and their specific healthcare needs

Please, if you are interested in a state position let me know ASAP | Elections next meeting for “elect” positions. Discussing how to encourage general members to come. Sign in sheet with advisors at convention.Motion was passed to include the registration ($15) for general members who are only attending for one day. Allocation needs to be submitted by September 12th. A deadline to sign up should be set by next Wednesday, August 31h.  |
| **Historian:** Shannon Strauss | * Back to School BBQ: Monday, August 27th
	+ $5 fee to attend
	+ Raffle
		- Looking for ideas on items to raffle
	+ Burgers, veggie burgers, buns, napkins, drinks, plates, chips, cookies
* Pinning Ceremony was a success!
	+ Thank you to everyone who volunteered!
* Relay for Life
	+ Monthly meetings starting in October

Spoke with assistant director of alumni engagement, Christina Gonzalez, and I will be meeting with her on Wednesday the 29th to discuss the most recent CON Alumni board meeting.* Junior White Coat Ceremony
	+ When is it?

Talk to Lisa Goldblatt about how we can help | Will post on all Facebook pages by tonight about the $5 price.  |
| **Media Director:** Samantha Sherman  | * Website updates
	+ There’s a problem with the payments. Something happened with the last payment from the previous year, so it is being resolved. I will update you with
	+ Send me any pictures you take of SNA activities so I can post them!
* Newsletter
	+ Google doc will be posted to sign up for dates to do a newsletter piece for board members. Everyone should participate once a semester, but feel free to write more!
* Back to school BBQ
	+ Picnic Theme
	+ Games – corn hole

Food – hot dogs, hamburgers and sidesPlease send me your newsletter submissions to ucfsnaorlwebmaster@gmail.com. |  $25 from the Media Director budget will be put towards the website getting back up and running. September 2nd is the deadline for the newsletter. Write about clinical experiences and events we do! October 7th will be the next deadline Nov. 11 due Dec. 2nd dueChecking on the status of the grill for the BBQ. White coat is October 19th.  |
| **Accel Liason:**Jesyca Ramirez | * So far I have reached out to Christina Gonzales about the Nursing Alumni Mentorship Program and the ways I can help other than just promoting. I am still waiting to hear back from her.
* I have also emailed Dr. Allred about getting the schedule for the curriculum committee meetings.

My main focus for this week is informing everyone about the SNA BBQ and getting a ton of my cohort to come! |   |
| **Clubhouse director:** Megan Argento | * Working on figuring how many clipboards/ T-shirts to order for the new 2020 class!
* I made a poll in 2020 and there was a lot of interest for: a new t-shirt, mom/dad shirts and clipboards/ pocket organizers.

I was also thinking about a sweatshirt too.* Should I design two different shirts for states and nationals?
* Would a contest for designing new T-shirts be a good idea to get people involved?
* What is the clubhouse director’s budget?
* Is there anything anyone else is interested in? (socks made by nurses for nurses or compression socks? Or anything else?)

How about hanging each of the shirts outside of the clubhouse so all the students will know what they look like in person? |  Ideas for a T-shirt have been passed around for the new 2020 class. The Pegasus logo can’t be used on any shirts. Brainstorming ideas on what to order for convention, and how much that will cost. Will have the price by the September meeting.  |
| **Fundraising:** Casey Blackwell  | * Hugs from Home”
	+ What is it? Fundraiser bags that were being sold to the parents of the new nursing students at their orientation. The bags will be filled with different goodies and a note from the student’s parents. The bags will be distributed at a later time in the semester (possibly late October?)
	+ Cost of bags: $15. (They cost us about $5 per bag)
		- After the orientation we sold 19 bags. ($190 profit)
	+ Is it possible for us to send out an email to the parents of both the senior and junior cohort with information about purchasing a bag? Also, can we sell the bags at the white coat ceremony?
* Bake Sale.
	+ The bake sale at the end of June went really well! We sold out of almost everything we received (especially the homemade items). Thank you SO much to everyone who helped and donated. Do we know the exact number for how much money we made?
		- Suggestion to decrease the initial amount of money in the cashbox before certain events- having $200 at the start and then adding to it as the sale goes on just seems like a lot of money to have just sitting in a cashbox with 2 people watching it.
	+ We could do a bake sale in September. What day would work best?
* Car Wash?

Any other fundraising ideas? I have been trying to think of fun ideas that haven’t been done in the past. | Selling “Hugs from Home” at the White Coat Ceremony. Bake Sale’s will be on Wednesday’s. Time TBD |
| **Advisor:**  | Chris Deatrick (Co-Advisor), | Meetings to help guide and advise for this upcoming year. Room number 445 for Chris Deatrick (Co-Advisor),  |