



Student Nurses' Association at UCF Orlando – August

Board Meeting Minutes 07/27/2022

Time Called to Order: 1607 pm

Time Adjourned: 1712 pm

Location: Zoom

Presiding President: Kaitlyn Yu

Recorded by: Michael Keller

Attendees Present:	Kaitlyn Yu, Morgann Betterly, Annaliece Balensiefen, Michael Keller, Alexis Wade, Angela Frantz, Leah Shinn, Caroline Rose Tytar, Olivia Kennell, Kaitlyn Mullen, Pearce Copeland, Taylor Thomas, Kate Dorminy, Brian Peach
Attendees Absent:	

Presenter:	Agenda Item/Discussion:	Action:	Follow-up:
President: Kaitlyn Yu	<ul style="list-style-type: none"> ● Fall Meeting Dates: <ul style="list-style-type: none"> ○ July 27th - Board ○ Aug 29th - Back to School BBQ ○ Aug 31st - General ○ Sept 7th - Board ○ Sept 28th - General ○ Oct 5th - Board ○ Oct 26th - General ○ Nov 2nd - Board ○ Nov 30th - General ● No update for Diamond Chapter or Stellar School Award. ● Financial training and authorized officers (President, Treasurer, Legislative) <ul style="list-style-type: none"> ○ Authorized Officer Webcourses 2022-2023 now available on Knight Connect: https://knightconnect.campuslabs.com/engage/ 	<ul style="list-style-type: none"> ● No action needed 	<ul style="list-style-type: none"> ● Kaitlyn to review Diamond chapter requirements in anticipation of the October application deadline and delegate specific items by Sept meeting. ● Kaitlyn, Annaliece, and Alexis to complete KnightConnect

	<ul style="list-style-type: none"> ● Collaboration with other organizations <ul style="list-style-type: none"> ○ Has contacted Daytona Campus and Cocoa Campus to attempt collaboration. ○ SNA x APNS Collaboration: Joint (associate) membership & Winter formal ● Master Calendar: 2022-2023 SNA Master Calendar ● Increase participation <ul style="list-style-type: none"> ○ Schedule sna events farther out in order to allow more people to plan ● Follow up on student regarding honor chords <ul style="list-style-type: none"> ○ Student has not reached out to Board Members 		<p>Financial Training by the September meeting.</p> <ul style="list-style-type: none"> ● Kaitlyn will reach out to APNS to coordinate joint activity/meetings in September
<p>Vice President: Morgann Betterly</p>	<ul style="list-style-type: none"> ● Mentor/Mentee matching: Organizers have begun sending out messages to those who have been matched. ● Working closely with Christina Gonazalez (Assistant Director of Alumni Engagement) to obtain speakers for the upcoming year. Below is a tentative list of topics: <ul style="list-style-type: none"> ○ August 31st: PICU/Peds RRT ○ September 28th: Certified Nurse Midwife/ L&D ○ October 26th: Emergency Room Nursing ○ November 30th: FNP ○ January 25th: Flight Nurse ○ February 22nd: TBD ○ March 29th: TBD ○ April 26th: TBD ● Nurse Blake has tentatively agreed to speak with us virtually in February or March 	<ul style="list-style-type: none"> ● No action needed 	<ul style="list-style-type: none"> ● Morgann will continue to coordinate with Nurse Blake to determine topic and confirm speaking date and update board at the September Meeting.
<p>Treasurer: Annaliece Balensiefen</p>	<ul style="list-style-type: none"> ● Current balance: \$8,093.38 ● Current membership count: 128 ● <u>Accelerated membership proposal:</u> <ul style="list-style-type: none"> ○ I have spoken with Dr. Peach and Mrs. Dorminy regarding the addition of an accelerated membership option, which would include one year of NSNA membership (\$37) and double the local chapter dues (\$20) to cover 	<p>***Vote***</p> <p>Annaliece makes a motion to add an Accelerated cohort</p>	<ul style="list-style-type: none"> ● Annaliece will add an Accelerated cohort option on the membership form and present changes to the

	<p>their overlapping time in school. This is to ensure the benefits of membership with our local SNA chapter and NSNA, while preventing expiration of registration. I propose modifying the membership forms to include this membership option.</p> <ul style="list-style-type: none"> ● All board members must sign the last page of the bank statement, financial report, and Venmo report. The June reports are already fully signed, and are listed below for your convenience. The July reports will be available by the beginning of August. Please have these signed by 08/03/2022 @ 2359. <ul style="list-style-type: none"> ● July: <ul style="list-style-type: none"> ○ July bank statement: ○ July financial statement: ○ July venmo report: ○ July receipts: July 2022 ● June: <ul style="list-style-type: none"> ● June bank statement: June Bank Statement ● June financial report: Copy of May 2022 April 2023 Financial Report.xlsx ● June venmo report: venmo_statement (2) ● June receipts: June 2022 	<p>membership option on the membership form. Taylor seconds. Motion passed unanimously.</p>	<p>board at the September Meeting.</p> <ul style="list-style-type: none"> ● Annaliece will forward necessary June documents to the Board when they become available.
<p>Secretary: Michael Keller</p>	<ul style="list-style-type: none"> ● Approve June Board Meeting Minutes <ul style="list-style-type: none"> ○ 6-01-22 BoardMinutes.docx ● Updated Board Contact and Structure <ul style="list-style-type: none"> ○ 2022 Board Contact List.docx ○ SNA Chapter Board Organizational Chart 22-23.docx ● Kahoot for Aug. meeting <ul style="list-style-type: none"> ○ Pediatrics 	<p>***Vote*** Michael makes a motion to approve June board meeting minutes. Alexis seconds. Vote passed unanimously.</p>	<ul style="list-style-type: none"> ● No follow up needed
<p>Legislative Director: Alexis Wade</p>	<ul style="list-style-type: none"> ● President's Honor Roll- CoN students ineligible after first semester in nursing school which takes away prestigious award opportunities for transcripts and resume <ul style="list-style-type: none"> ○ Students with 4.0 aren't getting proper awards due to not counting pass/fail credit hours ○ Faculty advisors suggest reaching out to Assistant Dean of Students (Dr. Jessica Simmons) among other individuals ● New bylaws are uploaded onto the website 	<ul style="list-style-type: none"> ● No action needed 	<ul style="list-style-type: none"> ● Alexis will follow-up with Dr. Simmons regarding CON student eligibility for President's Award.

	<ul style="list-style-type: none"> ● Policies and procedures document - UCF SNA Orlando Policies and Procedures 2022-2023 ● State Convention in October 		<ul style="list-style-type: none"> ● Alexis will present the current plan for state resolution submission at the Sept. meeting.
Clubhouse Director: Taylor Thomas	<ul style="list-style-type: none"> ● Annaliece and I will manage the funds and sell the goods, planning to take mugs, sweaters, and tshirts. ● Sometime between now and August 30th I'll clean out the clubhouse and check in with the board if we need new stock. 	<ul style="list-style-type: none"> ● No action needed 	<ul style="list-style-type: none"> ● Taylor will propose merchandise purchase needs for Fall and State conventions at September Meeting. ● Taylor will present the board with a comprehensive inventory of the clubhouse for use in planning events.
Accelerated Liaison: Pearce Copeland	<ul style="list-style-type: none"> ● Completed Handoff paperwork. ● Alumni Mentorship Program: will be working with Christina Gonzalez. 	<ul style="list-style-type: none"> ● No action needed 	<ul style="list-style-type: none"> ● No follow up needed
Media Director: Angela Frantz	<ul style="list-style-type: none"> ● Has improved media presence and established a theme for the SNA instagram account. ● If you would like to be included in the August SNA Newsletter, please email Angela your submission. 	<ul style="list-style-type: none"> ● No action needed 	<ul style="list-style-type: none"> ● No follow up needed
Historian: Leah Shinn	<ul style="list-style-type: none"> ● Attended the first alumni board meeting. Leah will be providing the dates of the alumni general meetings at our next general meeting ● BBQ - August 29th <ul style="list-style-type: none"> ○ Signup for roles - BBQ NEEDS ○ Sunny's catering is the current plan ○ Please forward raffle ideas to Leah 	<ul style="list-style-type: none"> ● No action needed 	<ul style="list-style-type: none"> ● Leah will coordinate with the board to plan and run BBQ
Breakthrough to Nursing Director: Caroline Rose Tytar	<ul style="list-style-type: none"> ● Mentors and mentees have been matched up and contacted ● SNA has been approved to attend Opening Knight on August 21st <ul style="list-style-type: none"> ○ Event is from 1700-2000 ○ Anyone who wants to come to the table is welcome 	<ul style="list-style-type: none"> ● No action needed 	<ul style="list-style-type: none"> ● No follow up needed

	<ul style="list-style-type: none"> ○ Will advertise the bbq 		
Community Health Director: Olivia Kennell	<ul style="list-style-type: none"> ● I have been working on the fall semester's community health calendar. I plan on posting the following larger events in the upcoming week: <ul style="list-style-type: none"> ○ Knight Nurses & Legacy Pointe tailgate ○ Ronald McDonald house (first week of October- Monday vs a Tuesday night?) ○ Dance Marathon meetings and events (I have been in contact with the DM team on email) ○ American Heart Association walk (November 2022) ○ Community Health Committee in person meeting September 5th. Will vote on the times in the committee's groupme chat. ○ Talked with Alexis - Bone marrow cheek swab in Nov. or January ● August events <ul style="list-style-type: none"> ○ August 27th - Run Nona 5k & Nemours Kids run ○ Pregnancy clinic donation drop box starting the first week of classes ○ Possibly a senior citizen pen pal via email 	<ul style="list-style-type: none"> ● No action needed 	<ul style="list-style-type: none"> ● No follow up needed
Fundraising Chair: Kaitlyn Mullen	<ul style="list-style-type: none"> ● Hi everyone I am currently working on launching the gift baskets for the accelerated cohort. ● Partial proceeds blaze - didn't reach minimum funds ● I was thinking about launching a google form for people to fill out and making it binding. <ul style="list-style-type: none"> ○ Venmo or cash ● Any suggestions for bake sale items for the fall bake sale? ● I am also planning to sell the yard signs again in August and I'm using the past fundraiser notes to help me. 	<ul style="list-style-type: none"> ● No action needed 	<ul style="list-style-type: none"> ● Kate will have a formalized fundraising plan for fall 2022 shared at Sept meeting ● Kate to organize student care package promo at August 17th Patent Orientation event
Advisors: Kate Dorminy Brian Peach	<ul style="list-style-type: none"> ● There will be an additional cohort beginning in Spring 2023 and graduating Fall 2024. The Board will need to plan how to incorporate this new cohort in voting, membership, and bylaw. ● There needs to be increased attention and planning to the Conventions. 	<ul style="list-style-type: none"> ● No action needed 	<ul style="list-style-type: none"> ● Advisors: to connect with Executive board for planning/discussion of impact regarding new Spring 2023 junior cohort ● SNA board with dedicated advisor: to

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