University of Central Florida – Orlando

Student Nurses Association Agenda

May 14, 2019

College of Nursing

Room: 333

Open: 1638

Close: 1800

|  |  |
| --- | --- |
| Attendees | Kendall Neswold (President), Jake Sandoval (Vice President), Dana Monsalvatge (Secretary), Johmarc Dela Cruz (Legislative Director), Rebecca Smith (Treasurer), Amanda Stack (Community Health Director), Kathleen Jaramillo (Breakthrough-To-Nursing Director), Jordyn Watson (Historian), Erick Gonzalez (Media Director), Bryana Blanco (Fundraising Director), Heather Plachte (Clubhouse director), Tom Gregorich (Accel Liaison), Kate Dorminy and Brian Peach (Co-Advisor), Chloe Frye (Treasurer Elect), Maddie Jarocha (President Elect), and Josee Etienne (Legislative Director Elect) |
| Absent | Josee Etienne |
| Motion Passed | * Allocating $150 to print for the 5 awards and 2 copies of the newsletter. Jake seconds.
* Allocating $25 to include in the gift basket for convention.
* Allocate her office supply funds of $35 for the banner for convention.
 |

|  |  |  |
| --- | --- | --- |
| Item | Discussion | Outcome |
| **President:** Kendall Neswold | * Working with Bank of America in regard to fraudulent charges.

 -under control now* Allocating money to print awards.

 -can possibly use office max discount for printing awards - Estimate around 150 pages for diamond chapter. Estimate cost $19 -5 board members to print an award -Awards have to be in color -Kendall will work with board member with formatting and getting the awards together. -Discussion on allocating $100 for the 5 board members awards -Kendall calls to vote for Allocating $150 to print for the 5 awards and 2 copies of the newsletter. Jake seconds. All in favor. Motion passed. -Please make sure to have awards done a week before convention. -come to Kendall if there are any issues with this* Collecting money for E-Board badges.

 -$12 for badges, working with Becca to collect the money for them -Please reach out if you need help with anything before convention. -Go over things more once we get closer to convention -1st day is going to be an early day -Meeting at CON at 5:45 to go to Daytona -Maybe carpooling, chip in for gas and parking ($15 per day) -Also bring money for food and easy snacks! -Dress code is business casual and comfortable shoes -Kendall will send out a list of things to bring later on -Get temporary NSNA card from Becca if you don’t have any -Link will be sent out in the GroupMe -Kendall will be sending out more information about tabling and jobs during convention -Switching role times is fine! Just let Kendall know -Delegates will be randomly chosen  |  |
| **Vice President:**Jake Sandoval | * General Body Meeting Oct. 16 @1700

 -Guest Speaker: Tom Weichart, RN (White House RN) -Food: Halloween ideas? -Potluck? Everyone good with the potluck! -Jake will send out a google doc for food -Next meeting will be in 490 instead of 602 -Will use the foyer for food -Convention quickly approaching. -Friendly reminder, if applying for awards have them completed a week prior to the start of convention to aid with Diamond Chapter -Please reach out for questions about awards -Great resource is Amber Grant so don’t hesitate to ask her for help with formatting! -Please take lots of pictures at events!* Suggested:
* Different prizes for answering NCLEX questions at general meetings?
* Allocate funds for new prizes because don’t have much left in the clubhouse
* Joshua RSO for knight-thon will come and talk to us during our next meeting a
* Also Dr. Peralta Apopka clinical in November.
 |  |
| **Secretary:**Dana Monsalvatge | ● Next Curriculum Committee Meeting October 8th● Posted a google document to the Facebook pages for topic suggestions for the curriculum committee meetings.● Emailed Dr. Diaz about the latest change to the Summer curriculum affecting student scholarships.* Will bring it up with the curriculum committee board at the October meeting.
 |  |
| **Treasurer:**Rebecca Smith | * Received new checks, so if anyone needs reimbursements, let me know and provide the receipts!
* Fraudulent charges have been made on the cards, so we are in the process of filing a claim with bank of America and getting out money back.

 -Due to the charges our cards have been deactivated. If you need to make a purchase, you will need to pay for it and get a reimbursement from me in the meantime. -Already received one of the new cards -Still waiting on one charge to be refunded -Our hotel rooms will need an updated payment by tomorrow, or we lose them.* Friendly reminders:
* Always 2 officers at the cash box at all times
* Ensure to have all receipts in order to receive a refund
* Current membership count: 132
* Current balance: $12,971.03 +($1,145.12)
* Since the meeting was so early the bank statements aren’t available
 |   |
| **Breakthrough to Nursing:** Kathleen Jaramillo | * October Tabling Events:
* Timber Creek HS Career Fair (today!)

 -Over 100 students came up to the table -Lots of pictures taken!* Freedom High School Career Fair
* Thursday, October 3rd @12:30-2:20 pm (Set-up @ 12 pm)
* Cypress Creek High School Career Fair
* Thursday, October 10th @ 6:00-8:00 pm (Set-up @ 5:30 pm)

 -Kathleen may not be able to go for adult clinicals so Johnmarc will be there to take over* Upcoming Events in November
* NorthLake Park Community School STEM Night
* Friday, November 8th @ 5:30-8:00 pm (Set-up @ 5 pm)
* Will be bringing pediatric mannequin, upper torso mannequin, stethoscopes, stickers, coloring books, jump rope (will be teaching kids how to listen to heart & lungs on mannequins and on themselves)
* Dr. peach suggests coming to his daughters fall festival to teach about nursing.
* Possible teach-in event on Thursday, November 21st (“Teacher for a day”: talking to students about the nursing field)
* Kathleen wants to know if someone can do it in her place since she will be at clinicals
* Can be placed in any grade level
* Communicating with Cypress Creek High School for a lunch tabling event for the month of November
 |  |
| **Community Health:** Amanda Stack | * Knight-Thon:
* Free registration until Friday for any board members who want to join our team

 -Will be the only time for free registration for sign up now! -Someone is coming to speak at our October meeting for knight-thon  -Miracle child: Delaney  -Wants to do a fundraiser at blaze for knight-thon  -Will ask blaze and will put it through knight-thon first -Bryana will help Amanda with it -This coming week is recruitment week!* Tomorrow is a knight-thon kick off @8pm and @9pm

 -First 10 people get free headbands  -Great opportunity so we should go* Share-A-Meal
* October 8th @ Nemours (Dinner)

 -Pizza themed dinner, with Halloween designs on them -Also make Halloween decorated cupcakes to make them spooky * November 4th @ Arnold (Dinner)

 -stuffing and cranberry -Potentially 30 people to feed -Maybe get shredded turkey or ham  -Pizza & spooky cupcakes unless anyone has better ideas* Self-care day?

 -October 22nd Yoga @ RWC  -have to do it for psych clinicals anyway -Will do a pole to see which time will be better for everyone  -Heather wants to know if we can reserve a class ahead of time -Amanda will contact the gym to see if we can reserve a class for us* Straight Street

 -Every Tuesday for going out and helping them serve/handout food on church street -No date so far but will get back to you on it -Talking to committee members to schedule a Tuesday for this -Jordyn wants to know where to park for share a meal -Parking behind/right Ronald McDonalds house -Or a day or 2 before event will send out more information |  -  |
| **Legislative Director:** Johmarc Dela Cruz | * Welcome new elects!
* Allocations
* Just submitted CRT form
* 2 meetings, 3:30 pm SU 214 in SGA Office:

 -10/7: Becca and I (Becca is unable to attend) -10/14: Jake and I* Resolutions- Submit online by 10/5

 -Pain Management in Nonverbal Children -Epi-pen Use* Please post them on our Facebook group when finished so that everyone is aware of the resolutions we are bringing.
* State position- last call
* Let me know if you want to run ASAP
* Suggestion:
* Post itinerary on Facebook groups
 |  |
| **Historian:** Jordyn Watson | * Relay for life team is set, looking for members to join the UCF knights’ nurses’ team.

 -Only 2 members so far but event is 2 months away.  -Want to get another board member with Jordyn to come to the meetings -Working on the social media award for FSNA- need to gather as much content as possible. -Jordyn took over the Instagram page so if you want anything posted send it to Jordyn* Suggestion:
* Parents SNA Facebook group is open for any admin SNA board member to post, feel free to post anything that you do to that group. I’ve taken over the Instagram however so if there is something you’d like to add to the Instagram page send to me!
* Jordyn sent the board members access to the parent Facebook page.
* Like to update the parents on what’s going on and to see if the parent will encourage their kids to come to SNA events
 |  |
| **Media Director:** Erick Gonzalez | * October Newsletter deadline is set for the 21st of this month

 -Can adjust the date if need be for convention -Kendall suggest changing the date to October 18th in order to have it for convention* Any suggestions for the newsletter?

 -Mrs. Dorminy suggest adding more about what we are involved in  -Erick did a faculty spotlight on Dr. Peach in the newsletter -Erick wants to know if we can continue to do it on the newsletter and potentially a student spotlight in the newsletter. -For student spotlight add more about how we got there, what their goals are. -Kendall wants it done so we can add it to diamond chapter |   |
| **Accel Liason:**Tom Gregorich | * I will be volunteering at the Kids Cook with Heart program event on October 30th @ 2pm at Howard Middle School in Thornton Park as an SNA representative.

 -Teaching kids how to cook healthy food -Kids top chef -Take pictures! -Looking for volunteers!* Volunteers will be doing the following:

 -Assisting the lead chef in your group with food prep, organization, dishwashing and other kitchen tasks. -Supervising the students in your group, ensuring they understand weekly objectives and helping them stay on engaged.* Last week I was in the conference call for all volunteers and this looks to be a fun event. They are still looking for volunteers if anyone is free and would like to attend.
* Suggestion:
* Printing a limited number of copies of the newsletter for distribution to accel class.
* Would it be possible to print a few copies and share it with the Accels?
* Would be okay to print for free at AKS and share with Accels
* Also, Jake suggests print a few copies to put in 602 for the senior/juniors
* Also bringing a few copies for convention
 |   |
| **Clubhouse director:** Heather Plachte | * Knight Nurse sweatshirts (should have) arrived today & have been paid for. Distribution has begun! (Finally)
* Order placed for polos, coffee prn, & nurse friends’ shirts
* Waiting for final invoice, but estimate of $966.09
* We received a 10% discount on the order because the guy took so long for the orders so yay!
* 12 polos ordered due to a discount offered for bulk
* Only needed 11 but cheaper for bulk deal so we have an extra
* They will arrive before convention
* Excess knight nurse sweatshirts; should I sell these at convention before offering to our group?
* we should sell them here since 6 people today has had interest
* If there is more interest after we sell the 16 extra can heather order more before the next board meeting?
* Kendall says to wait until the next board meeting
* Talked to Mrs. D about moving the calendar in front of the clubhouse to in front of 602 so more students can see what SNA has planned for the next month.
* Will send heather the minutes for further details
* I anticipate needing to reorder some of the sweatshirts/shirts. Based on the time it takes for orders, should we vote now or wait until after convention?
* Please let me know of any events happening in October. I got approval to move the SNA calendar and I want events to be well communicated
* Ideas for trivia prizes for general meetings?
* Use leftover decals, hot chocolate, stickers, tumblers, snack packs…
* Things to order: fun nurse socks, advent bags, sunscreen pens
* Will create a list for next meeting to use for a budget
* Kendall says there will be enough stuff for prizes for this upcoming board meeting
* Suggestion:
* If a few people could help me clean out the trash on the 6th floor I would appreciate it!
* Budgeting money for a raffle gift bask for convention
* use the extra stethoscope that we got
* doing breast cancer awareness theme
* $25 budget to create the raffle bask
* use the raffle tickets
* Call to vote allocating $25 to include in the gift basket for convention
* Jordyn seconds. All in favor. Motion passed.
 |  |
| **Fundraising:** Bryana Blanco | * Thanks, Becca and Jake for helping to pass out Hugs from Home
* Blaze Fundraiser: $134 profit, the check

 -should arrive in 4-5 weeks from corporate  -be on the look out because they will be sent to the College of Nursing.  -Bryana will but suite 300  -Check is Addressed to UCF SNA* Bake Sale: profit around $100

 -Next Bake Sale: Monday, October 21st -Will keep bake sales on Monday -Looking to set up shifts if possible  -2-3 people from 10:30-11:30  -2-3 people from 11:30- 12:30 (will include clean up, putting cash box back into the clubhouse, distributing leftover good to professors)  -Will be allocate if no one is willing to volunteer. -Dr. Peach will send out a reminder about it -If 5 people donate something, then not every board member will have to donate stuff for the bake sale * Mrs. Dorminy will email Bryana on what days to have a bake sale of Tuesday for the faculty

Jordan suggestions doing a raffle for the leftovers from bake sale* Fundraising profit this last month was $500
* Banner for FNSA convention,

 -Kendall suggest asking amber grant or Katelyn cox for more clarification about guidelines for making the banner -Looking on working on it the weekend on the 18th -Bryanna wants to use her office supply budget to create the banner -Bryanna call to vote to allocate her office supply funds of $35 for the banner for convention. Jake seconds. All in favor.  -Motion passed.* Also, Jake suggests use the office supplies in the clubhouse for the banner.
* Suggestion: No major fundraisers for the month of October
 |  |
| **Advisor:** Kate Dorminy | * Any member who is attending convention their clinical instructor know what days they’re missing. Students will have to sign at convention
* For board members and delegates for the 2 days 1 day will count as clinical hours
* But because it is required for our positions so we will be doing a vsim but the fee is going to be waived for us.
* Jordyn emailed Mrs. Dever about the IPE event because it is on the 25th and that is the only one available
* Tom, Chloe, Erick, Amanda, Becca, Kathleen, Maddie, and maybe Jordyn will be affected by this for clinicals.
 | .  |