



Student Nurses' Association at UCF Orlando – June
Board Meeting Minutes 6/6//2023
Time Called to Order: 1721 pm
Time Adjourned: 1932 pm
Location: Room 650 A
Presiding President: Jamie Lanza
Recorded by: Trinity Eloriaga

Attendees Present:	Jamie Lanza, Alyssa Torres, Trinity Eloriaga, Sarah Bell (ZOOM), Emily Bailey, Pearce Copeland, Nate Moran (ZOOM), Alondra Bravo (ZOOM), Jessica Sayers, Jesse Bailey, Kiley Nicholson, Kate Dorminy, Brian Peach
Attendees Absent:	Sam Garcia

Presenter:	Agenda Item/Discussion:	Action:	Follow-up:
President: Jamie Lanza	<p> Ice Breaker Question: If you could have any superpower, what would it be and why? Confirmed Meeting Dates: Board - Tuesday, June 6th (Hybrid) @ 5 PM GBM - Tuesday, June 27th (Hybrid) @ 5 PM July Off Board - Tuesday, August 1st (In-Person) @ 5 PM GBM - Wednesday, August 30th (In-Person) @ 5 PM Tentative Meeting Dates: Board - Wednesday, September 6th (In-Person) @ 5 PM GBM - Wednesday, September 27th (In-Person) @ 5 PM Other Event Dates: June Board Outing - Thursday, June 8th @ 2-5 PM What: Board Picnic → card games, swan boats, turtle watching Where: Oviedo on the Park Address: 299 Center Lake Ln, Oviedo, FL 32765 What to Bring: comfortable clothes, sunscreen/sun gear, water bottles, picnic blankets/chairs, card games, \$2.50 for boat rental, opt. additional cash for cantina Food Needed: <u>mom's getting sandwiches</u> → we'll need plastic forks/paper plates, drinks, tortilla chips, other chips, cookies etc. → will send out in GroupMe after meeting today -Link for Volunteers for the following: 2023-2024 SNA UCF Orlando Volunteer Sign-Up </p>		

[Sheet](#)

-Accelerated'23 Pinning Ceremony → would like to have as many members as possible for volunteering / support our accels; need to distribute cords
-Fall Junior Meet & Greet, Orientation, and Parent Orientation → will need clubhouse director, fundraising director, and board members for the Q&A
-Fall White Coat Ceremony → will need clubhouse director, fundraising director, and board members as volunteers
Class Visits → we will need at least THREE visitors for the board
-Monday, August 21 - Fall Juniors and Fall Seniors
-Wednesday, August 23 - Accels
-Thursday, August 24 - Spring Seniors
SNA Back-to-School BBQ - Monday, August 28th @ 6 PM





- - **NSNA POTENTIAL CANDIDATES** - express interest for attending Mid-Year convention in November (if you wish to do so) - we are able to request an individual bill from SG for traveling expenses → if you are financially trained
 - **JESSICA** - contacting APNS and visiting their first GBM to gauge interest → potential discount for past associate members once they arrive at CON
 - **KILEY** - potential car wash fundraiser around September?
 - **NATE** - calendar on website and/or google calendar
- **President-Specific Agenda for This Month:**
- registering SNA UCF Orlando as an RSO in KnightConnect
 - communicating with presidents for Cocoa and Daytona, APNS
 - continuing Diamond Chapter application
 - emailing Dean Sole and updating letter from drive

- **EVERYONE**- there are 23/33 volunteer slots that need to be filled out.

- Jessica will be contacting APNS and visiting their first GBM to gauge interest
- Kiley will look into potential car wash fundraiser
- Nate will look into adding a calendar on SNA website and/or google calendar
- Jamie, Alyssa, Sam, & Trinity will need to complete the RSO Authorized Officer Orientation Webcourse AND complete the

- Board will have volunteer sign ups completed by August Board Meeting.

- Jessica will contact APNS and visiting their first GBM by August 2023 Board Meeting.
- Kiley will finalize potential car wash fundraiser by August 2023 Board Meeting.
- Nate will finalize calendar on SNA website by August 2023 Board Meeting
- At the August Board Meeting, Jamie will check to make sure all 4 officers have completed RSO orientation and financial training.
- Will discuss progress of Diamond Chapter application completion at the August 2023

		Financial Training Workshop once SG update both of 2023-2024 school year	meeting".
Vice President: Alyssa Torres	<u>Guest Speaker Plans:</u> <ul style="list-style-type: none"> June 27th: Retired aerospace nurse/air force nurse, Carol Pierce, and husband retired air force pilot with extensive background in the aerospace industry, David Pierce. From the NASA Kennedy Space Center. July: No meeting August: TBD :) Please send me any point sheets you haven't already sent! I am missing April 2023's GBM points :(Top 3 Point Earners to be announced in June General Meeting! <ul style="list-style-type: none"> Alyssa needs all point sheets sent to her 	<ul style="list-style-type: none"> No action needed. Officers will send out point sheets. EVERYONE- June Meeting Slides:  Slides are due NO LATER THAN June 29th by 11:59 PM! 	<ul style="list-style-type: none"> No follow up needed. Officers will send point sheets by end of July. Alyssa will report on point sheet status at August 2023 Meeting.
Treasurer: Sam Garcia	<u>Current Balance:</u> \$5,119.76 <u>Current Membership Count:</u> 71 May Financial Documents: <ul style="list-style-type: none">  May 2023 - April 2024 Financial Report  May Bank Statement  May Venmo Statement <u>Please sign documents by June 11th!!!</u> <ul style="list-style-type: none"> I have inputted the Raffle Basket under May Fundraising Events! Friendly reminders: <ul style="list-style-type: none"> 2 officers at the cash box at all times except for the treasurer All officers can accept membership forms Must provide a receipt to the treasurer whenever spending SNA funds or for reimbursement Reimbursements < \$50 need president approval Reimbursements > \$50 need board approval 	<ul style="list-style-type: none"> Sam will be working on Fundraising Tracker 	<ul style="list-style-type: none"> Sam will be working on Fundraising Tracker by June General Meeting.

	<ul style="list-style-type: none"> • Everyone can encourage membership recruitment • Bank card must be signed in and out in order to use it • Every purchase made with the SNA card requires a receipt to be sent to the treasurer within 48 hours of purchase <p>PROPOSED BUDGET:</p> <ul style="list-style-type: none"> - <input checked="" type="checkbox"/> Total Officer Budget.xlsx - Although proposed budget is in line historically with what has been done in the past, according to our bylaws (Article V, Section 1, D), “A reserve/savings account shall be available of no less than \$2500 at the beginning of each fiscal year, effective April 28th, 2021”. In this situation, the proposed budget would take up almost all of our funds, leaving no reserve as stipulated. - Options: Keep the proposed budget but collaborate on a solid fundraising strategy to ensure reserve funds (proposed by the advisors) OR alter proposed budget to reflect the \$2500 reserve funds 	<ul style="list-style-type: none"> • Jamie made a motion to officially vote on proposed 2023-2024 budget. • Emily Seconds. • No one abstained • Motion Passes. 	
<p>Secretary: Trinity Eloriaga</p>	<p><u>Vote on meeting minutes:</u></p> <ul style="list-style-type: none"> - Board Meeting Minutes 5-4-23 Board Minutes <p><u>Just so you know:</u></p> <ul style="list-style-type: none"> - General Board Meeting Minutes 5-25-23 General Board Minutes - 2023 Board Contact List 2023 Board Contact List - 2023 SNA Board Organization Chart - SNA Chapter Board Organization Chart <ul style="list-style-type: none"> - Emailed 2023 Board Organization to FSNA President, Kelly York May 21st 	<ul style="list-style-type: none"> • Trinity made a motion to approve the May board meeting minutes. • Emily seconds. • No one abstained. • Motion passes. 	<ul style="list-style-type: none"> • Trinity will follow up with Mrs. Dorminy regarding Kahoot subscription by June General Meeting.
<p>Legislative Director: Sarah Bell</p>	<ul style="list-style-type: none"> • Still continuing collaboration with UT at Arlington! We have had two meetings over Zoom at this point and they have been fabulous to work with. • Elections for Accel Liaison and Clubhouse Director are happening at our June 27th meeting. I will have paper ballots for that day.. I want to have a post each where both Pearce and Emily share a what they have done in their role, a favorite SNA memory, two professional photos and one ‘fun’ photo. 	<ul style="list-style-type: none"> • Everyone: Hoping to get one of you or a GBM on board so that we can have multiple UCF contributors! 	<ul style="list-style-type: none"> • Sarah will be coordinating a social media post between Pearce, Emily and Nate. • Follow up for pre-convention meeting: Sarah and

	<ul style="list-style-type: none"> Deciding who is going to the Florida Nursing Students Association (FNNSA)'s Preconvention Meeting in September. Per Dr. Peach: "Kaiser University in Tampa on Saturday, September 16th from 8am-3pm. You all can discuss as a board who will attend at the next or a future board meeting, but for now, please put it on your calendar." updating websites 		<p>one other defined member will be chosen by next board meeting.</p> <ul style="list-style-type: none"> Alyssa will be adding voting information on meeting flyer.
<p>Clubhouse Director: Emily Bailey</p>	<ul style="list-style-type: none"> Current focus is towards getting ready to transition to a new Clubhouse Director! <ul style="list-style-type: none"> Gear focus on items that can be used/worn post-graduation The return of the Knights Nurse sweaters have been a hit! Pre-Orders for clinical supplies for juniors <ul style="list-style-type: none"> It will be the same as it was for the new accels 	<ul style="list-style-type: none"> No action needed 	<ul style="list-style-type: none"> No follow up needed
<p>Accelerated Liaison: Pearce Copeland</p>	<p>Last GBM:</p> <ul style="list-style-type: none"> Awesome Accel. turnout (both juniors & seniors!) Things to improve upon for next time: Zoom link & joining remotely :) <p>Next GBM: ACCEL. LIAISON & CLUBHOUSE ELECTIONS!!!!</p> <p>On the horizon:</p> <ul style="list-style-type: none"> Senior Class Recognition Ceremony Video <ul style="list-style-type: none"> Deadlines 	<ul style="list-style-type: none"> Sarah, Nate, and Pearce will be coordinating on Social Media Posts for promotion of elections/board positions. <ul style="list-style-type: none"> Achievements/role in own words Favorite memory as a board member (1) professional solo photo AND (1) professional group photo AND (1) fun photo 	<ul style="list-style-type: none"> Nate will be coordinating with Sarah and Pearce on Social Media Post and have it completed by August Board Meeting. Pearce is going to send a dropbox link and promote to graduating accels for them to add to by June General Meeting.
<p>Media Director: Nate Moran</p>	<ul style="list-style-type: none"> Working on newsletter draft and will be sending out signups for newsletter submissions at the end of today or tomorrow Working on updates to website (minutes and new positioning) 	<ul style="list-style-type: none"> EVERYONE- If you are unable to make your own flyer for an event 	<ul style="list-style-type: none"> Nate will be coordinating with Sarah and Pearce on Social Media Post and have it

	<ul style="list-style-type: none"> ● Going to be making a lot of instagram posts coming up for all the position introductions as well as those up for reelection. 	or would like help, reach out!	completed by August Board Meeting.
Historian: Alondra Bravo	<ul style="list-style-type: none"> ● June 26: Talked to Victoria Wright <ul style="list-style-type: none"> ○ I was given information on how the alumni board works and who is on it and went over the alumni bylaws ● July 18: Alumni Board Meeting <ul style="list-style-type: none"> ○ I'll be meeting everybody on the alumni board for the first time! ○ Fluid Art Event ● August: Back to school BBQ- August 28th @6PM <ul style="list-style-type: none"> ○ Catering: Sonnys OR Missions BBQ (most likely) ○ Location: Tropical Smoothie Patio or Room 602 depending on weather. 	<ul style="list-style-type: none"> ● Alondra needs to follow up with Missions BBQ and Sonnys BBQ to determine best price point. 	<ul style="list-style-type: none"> ● Will need to reserve Room 602 through Keisha Rodgers and Tropical Smoothie Patio through Manager by the August Board Meeting.
Breakthrough to Nursing Director: Jessica Sayers	<ul style="list-style-type: none"> ● Mentee/ Mentorship soft launch ● Reached out to Mrs.Breitt about Pre-nursing club; waiting for Mrs. Breit to respond regarding collaboration with Pre-Nursing Club for upcoming UCF Outreach Opening Night event ● Reached out to Ucf Outreach ● I made Flyers!! 	<ul style="list-style-type: none"> ● Jessica will create the Survey for softlaunch of Mentee/Mentorship 	<ul style="list-style-type: none"> ● Jessica will be have the Survey and matching completed before fall semester begins. ● Jessica will follow up on marketing flyers for the upcoming months.
Community Health Director: Jesse Bailey	<ul style="list-style-type: none"> ● Second Harvest Food Bank Virtual Food Drive <ul style="list-style-type: none"> ○ \$6 = 1 point ● Working on setting a date for Straight Street 	<ul style="list-style-type: none"> ● Nate- Create flyer for Second Harvest Food Bank Virtual Food Drive 	<ul style="list-style-type: none"> ● Nate will Create flyer by June General Meeting. ● Jesse will be working on setting a date for Straight Street— hopefully in July.
Fundraising Chair: Kiley Nicholson	<ul style="list-style-type: none"> ● Summer raffle gross profit: \$38.71 ● Option 1: Succulent painting party! \$10 per person to paint a pot and take home a succulent <ul style="list-style-type: none"> ○ Total: <ul style="list-style-type: none"> ■ 2 in. Succulents - \$2.00 - Home Depot ■ 2 in. Mini pots - \$17.99 for 32 - Amazon ■ Paint set - \$19.34 ■ Paint brushes - \$11.99 ■ Paper plates - \$7-\$8 for 50 	<ul style="list-style-type: none"> ● Kiley will send out a succulent party RSVP to SNA GroupMe WITH payment included. 	<ul style="list-style-type: none"> ● Kiley will follow up on succulent party RSVP turnout at June General Meeting.

	<ul style="list-style-type: none"> ■ 25 succulents = = ~\$106.34 (without tax) ■ 20 succulents = ~\$96.34 (without tax) ○ Leftover succulents w/ pots can be sold together in CON lobby or on main campus (depending on amount left) ● Option 2: partial proceeds event + donuts <ul style="list-style-type: none"> ○ Thinking Chop5 or Blaze Pizza ○ Sell donuts from Dunkin - \$10 per dozen <ul style="list-style-type: none"> ■ 1 dozen a day for 2 days → \$20 ■ Sell donuts for \$2 ■ \$14 profit for each dozen ● Digital advertisements would be out by Monday for either option 	<ul style="list-style-type: none"> ● Kiley makes a motion to order 125 magnets for Pinning Ceremony fundraiser (2.17 EACH, 288.88 TOTAL). Selling for 7 dollars. ● Emily and Pearce Seconds. ● Motion Passes. 	<ul style="list-style-type: none"> ● Kiley will follow up on Est. Delivery of Magnets at June General Meeting.
<p>Advisors: Kate Dorminy Brian Peach</p>		<ul style="list-style-type: none"> ● No action needed 	<ul style="list-style-type: none"> ● No follow up needed