







Student Nurses' Association at UCF Orlando – May  
 Board Meeting Minutes 5/4/2023  
 Time Called to Order: 1513  
 Time Adjourned: 1711  
 Location: Room 333  
 Presiding President: Jamie Lanza  
 Recorded by: Trinity Eloriaga

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

<b>Presenter:</b>	<b>Agenda Item/Discussion:</b>	<b>Action:</b>	<b>Follow-up:</b>
<b>President:</b> Jamie Lanza	<b>Ice Breaker</b> <b>Tentative Meeting Dates:</b> <ul style="list-style-type: none"> <li>● GBM - Thursday, May 25th (Hybrid) @ 5 PM</li> <li>● Board - Tuesday, June 6th (Hybrid) @ 5 PM</li> <li>● GBM - Tuesday, June 27th (Hybrid) @ 5 PM</li> <li>● Board - Tuesday, August 1st (In-Person) @ 5 PM</li> <li>● GBM - Wednesday, August 30th (In-Person) @ 5 PM</li> </ul> <b>Other Event Dates:</b> <ul style="list-style-type: none"> <li>● Accelerated'24 Orientation - Thursday, May 11th → in need of TWO more individuals for the Q&amp;A (meet and greet?)</li> <li>● June Outing?</li> <li>● Accelerated'23 Pinning Ceremony. (NEED TO DISCUSS reordering cords)</li> <li>● Fall Junior Meet &amp; Greet, Orientation, and Parent Orientation → will need clubhouse director, fundraising director, and board members for the Q&amp;A</li> <li>● Fall White Coat Ceremony → will need clubhouse director, fundraising director, and board members as volunteers</li> <li>● Class Visits → we will need at least THREE visitors from the board               <ul style="list-style-type: none"> <li>○ Monday, August 22 - Fall Juniors and Fall Seniors</li> <li>○ Wednesday, August 24 - Accels</li> <li>○ Thursday, August 25 - Spring Seniors</li> </ul> </li> <li>● SNA Back-to-School BBQ - Monday, August 28th @ 6 PM</li> </ul> <b>President-Specific Agenda for This Month:</b> <ul style="list-style-type: none"> <li>● registering SNA UCF Orlando as an RSO</li> </ul>	<b>**EVERYONE:</b> make sure you have communicated with your predecessor for pass-off, received all corresponding paperwork and access to your official email (if you chose to use it) AND update your contact information on the <a href="#">2023 Board Contact List</a>	<ul style="list-style-type: none"> <li>● Jamie will need to confirm meeting dates with board.</li> <li>● Jamie will coordinate with Board, Dorminy and Peach to schedule a June outing.</li> <li>● Jamie will need to discuss reordering cords.</li> <li>● Jamie will need clubhouse director, fundraising director, and</li> </ul>

	<ul style="list-style-type: none"> <li>● communicating with presidents for Cocoa and Daytona</li> <li>● beginning Diamond Chapter application</li> </ul> <p><b>Personal Goals for UCF SNA Orlando:</b></p> <ol style="list-style-type: none"> <li>1. Fostering inclusion, specifically making efforts to include the accelerated and spring cohorts.</li> <li>2. Bonding as a board, having a bi-monthly outing purely for the purpose of engagement and fun.</li> <li>3. Collaborating with our legislative director and advisors to instill a basic understanding of Robert’s Rules and meeting etiquette of professional organizations in all board members.</li> <li>4. Submitting an application for (and winning) Diamond Chapter and Stellar School.</li> <li>5. Having at least TWO resolutions pass at FSNA state convention and ONE resolution pass at NSNS national convention.</li> <li>6. Accumulating enough total membership to have at least THREE delegates at NSNA convention in April 2024.</li> <li>7. Having TWO members of our board or general body pre-slate and run for the Florida Student Nurses Association (FSNA) state board.</li> <li>8. Having ONE member of our board or general body pre-slate and run for the National Student Nurses Association (NSNA) national board.</li> <li>9. Having everyone who plans to attend national convention submit an application for the NSNA Leadership U honors society.</li> <li>10. Electing an NSNA Honorary Member to express our appreciation for anyone in the community who goes above and beyond to help our organization.</li> </ol> <ul style="list-style-type: none"> <li>● 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</li> <li>● TRINITY - please move elect positions into their placeholder on the 2023 Board Contact List and make sure everyone has acces AND update [insert flow chair] to send to FSNA President, Kelly York</li> <li>● ALONDRA &amp; NATE - potential for new position/commitee utilized in previous years “Traditions Director/Commitee” to help you with specific agenda items such as the Back-to-School BBQ and the Joyce DeGennaro Kickball Game → would most likely end up</li> </ul>		<p>board members for the Q&amp;A</p> <ul style="list-style-type: none"> <li>● Jamie will need clubhouse director, fundraising director, and board members as volunteers for White Coat Ceremony</li> <li>● Jamie will send a link regarding sign-up for class visits; will need three visitors from board or SNA classes.</li> </ul>
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	<p>being a Spring Junior position</p> <ul style="list-style-type: none"> <li>• JESSICA - contacting APNS and visiting their first GBM to gauge interest → potential discount for past associate members once they arrive at CON</li> <li>• SARAH - verify that your proposed resolution has not been done in previous years → <a href="https://www.nсна.org/resolutions-by-year.html">https://www.nсна.org/resolutions-by-year.html</a></li> <li>• EMILY - potential for “RN/graduate-friendly merch</li> </ul>		
<p><b>Vice President:</b> Alyssa Torres</p>	<p>Guest Speaker Plans:</p> <ul style="list-style-type: none"> <li>• May: Working on obtaining a NASCAR Nurse</li> <li>• June: Working on obtaining a NASA Nurse :)</li> </ul> <p>May Meeting Slides:</p> <p> SNA May 2023 General Meeting.pptx</p> <ul style="list-style-type: none"> <li>• Slides are due no later than May 19th by 11:59 PM!</li> </ul> <p>To promote our meetings, I would like to collaborate with the media director, Nate, to utilize various channels, such as social media, flyers, and email newsletters, in order to help increase awareness and participation.</p> <p>Taco potluck for May’s meeting :)</p> <p>Please send me any point sheets you haven’t already sent!</p>	<ul style="list-style-type: none"> <li>• Alyssa will collaborate with Nate, to increase awareness/ participation in SNA.</li> </ul>	<ul style="list-style-type: none"> <li>• Alyssa will follow up with Dorminy and Peach on upcoming Guest Speaker Plans.</li> </ul>
<p><b>Treasurer:</b> Sam Garcia</p>	<p>Current Balance: <b>\$4,702.90</b></p> <p>Current Membership Count: <b>108</b></p> <p>April Financial Documents:</p> <p> May 2022 - April 2023 Financial Report.xlsx</p> <p> April Venmo Statement</p> <p> April Bank Statement</p> <p>Please sign documents by May 11th!!!</p> <p>Friendly reminders:</p> <ul style="list-style-type: none"> <li>• 2 officers at the cash box at all times except for the treasurer</li> <li>• All officers can accept membership forms</li> <li>• <b>Must provide a receipt to the treasurer whenever spending SNA funds or for reimbursement</b></li> <li>• <b>Reimbursements &lt; \$50 need president approval</b></li> <li>• <b>Reimbursements &gt; \$50 need board approval</b></li> <li>• Everyone can encourage membership recruitment</li> <li>• Bank card must be signed in and out in order to use it</li> </ul>	<p><b>**EVERYONE:</b> Please sign the documents by May 11th!</p>	

	<ul style="list-style-type: none"> <li>• Every purchase made with the SNA card requires a receipt to be sent to the treasurer within 48 hours of purchase</li> <li>- Awaiting Annaliece's Grand Prize award from NSNA - future deposit</li> <li>- Finalize Board Budgets <input checked="" type="checkbox"/> Total Officer Budget.xlsx by May 8th</li> <li>- Fundraising Goals for 2023-2024 with Fundraising Director (for Summer months - by May 22nd)</li> </ul>		<ul style="list-style-type: none"> <li>• Sam will finalize Board Budgets and will contact board members individually regarding updated budgets.</li> </ul>
<b>Secretary:</b> Trinity Eloriaga	<b>Vote on Meeting Minutes</b> <ul style="list-style-type: none"> <li>- Board Meeting Minutes 4/10 <a href="#">Minutes 4/10</a></li> </ul> <b>2023 Updated Contact List</b> <a href="#">2023-2024 Updated Contact List</a> <b>Updated Chapter Board</b> <a href="#">Updated Chapter Board Organization</a>	<ul style="list-style-type: none"> <li>• Trinity makes a motion to approve the April board meeting minutes.</li> <li>• Jamie seconds.</li> <li>• <b>Motion passes.</b></li> </ul>	<ul style="list-style-type: none"> <li>• Trinity will share Updated Chapter board to Nate to upload to SNA Website, and to FSNA President, Kelly York.</li> </ul>
<b>Legislative Director:</b> Sarah Bell	Next year's resolution is in the works. Title: "Increasing awareness of how insufficient insurance coverage for mental healthcare affects youth with chronic illnesses" <ul style="list-style-type: none"> <li>• Collab with Klade Rodriguez</li> <li>• <a href="https://linktr.ee/kladernintraining">https://linktr.ee/kladernintraining</a></li> </ul>	No action needed	<ul style="list-style-type: none"> <li>• Sarah will be collabing with Klade Rodriguez with resolution..</li> </ul>
<b>Clubhouse Director:</b> Emily Bailey	<ul style="list-style-type: none"> <li>• We made about \$400 yesterday at the Recognition Ceremony! Most of the sales were the "Knight's Nurse" sweaters.</li> <li>• Clinical supplies for the incoming Accelerated cohort has been ordered and are en route. Some clipboards have already been delivered: 18 clipboards and 8 stethoscopes</li> </ul>	<ul style="list-style-type: none"> <li>• Emily will attend May 11th Accel orientation to handout pre-orders.</li> </ul>	No follow up needed
<b>Accelerated Liaison:</b> Pearce Copeland	<u>Accel. Mentorship Program:</u> <ul style="list-style-type: none"> <li>• <b>Matches went out this morning!</b> We had 19 mentor applications &amp; 25 mentee applications (amazing engagement!)</li> </ul> <u>On the horizon:</u>	No action needed	No follow up needed

	<ul style="list-style-type: none"> <li>• Junior Accel. Nursing Orientation– <b>Thursday, May 11th</b> (NEXT Thursday) <b>time TBD</b> (most likely morning/early afternoon) <ul style="list-style-type: none"> <li>○ I already have some Accel.’s in mind to come speak about the Accelerated program &amp; participate in a Q&amp;A; however, <b>if any of you are available &amp; would like to attend</b> to speak on your experience in SNA, nursing school, and answer questions <b>please reach out to me!</b> It's incredibly important to me that this incoming cohort feels supported and to show that while students may be in different cohorts, we're all in this together! It's also an amazing recruitment opportunity for SNA. :)</li> </ul> </li> <li>• <b>Accel. Liaison &amp; Clubhouse Director elections</b> are coming up in a couple of months... in the coming weeks <b>please answer questions &amp; encourage any new Accel.’s</b> that might be on the fence to run!</li> </ul> <p><u>Updates from FNSA State Board:</u></p> <ul style="list-style-type: none"> <li>• Per Kelly York (President), Willa (Executive Director) is working on <b>National Convention reimbursements this week</b>, which should reimburse the <b>cost of registration for 2 people (\$250)</b>.</li> </ul>		
<p><b>Media Director:</b> Nate Moran</p>	<p>***Everyone send me a photo of themselves and their email so I can update the website and also start uploading some things to the Instagram (introductions)!</p> <ul style="list-style-type: none"> <li>- I will send out a sign up sheet for the newsletter, everyone will have to sign up</li> <li>- Give me posters for events and things that you want promoted, also make it fit the Instagram theme or it's just going on the story</li> </ul>	<p><b>**EVERYONE:</b> Needs to send Nate a picture of themselves (preferably in UCF CON Polo) and introductions (email or google drive)</p>	<ul style="list-style-type: none"> <li>• Nate will be making a link to plan for upcoming BBQ for new cohort in the Fall .</li> </ul>
<p><b>Historian:</b> Alondra Bravo</p>	<ul style="list-style-type: none"> <li>• Met Victoria Wright (Assistant Director of Alumni Engagement) in person and will be setting up a board orientation call after May 21</li> <li>• Alumni Board Meeting: July 18 12-4pm</li> </ul>	<p>No action needed</p>	<ul style="list-style-type: none"> <li>• Alondra will be setting up board orientation call with Victoria Wright.</li> </ul>
<p><b>Breakthrough to Nursing Director:</b> Jessica Sayers</p>	<ul style="list-style-type: none"> <li>• Met with Caroline, former BTND, and discussed the role as well as expectations.</li> <li>• Will begin contacting schools late July - early August to begin making arrangements for school year visits.</li> </ul>	<p>No action needed</p>	<p>No follow up needed</p>

<b>Community Health Director:</b> Jesse Bailey	Received handoff; no community health plans yet. <ul style="list-style-type: none"> <li>- Planning to put together a committee to discuss what events people may be interested in             <ul style="list-style-type: none"> <li>- If anyone has any ideas or advice, feel free to text or email me.</li> </ul> </li> </ul>	No action needed	No follow up needed
<b>Fundraising Chair:</b> Kiley Nicholson	<ul style="list-style-type: none"> <li>● Handout received + working on fundraising idea and will update with full plan soon!</li> <li>● Current idea - Mini succulents possibly with painted pots or some sort of decoration.</li> </ul>	No action needed	No follow up needed
<b>Advisors:</b>  Kate Dorminy          Brian Peach	<ul style="list-style-type: none"> <li>● Understand the mission of SNA</li> <li>● Hopefully, everyone gets their handout completed in the next month; SNA Board works collectively.</li> <li>● Getting approvals BEFORE you spend!!!</li> </ul> <p>**Events to think about:</p> <ul style="list-style-type: none"> <li>● August: BBQ</li> <li>● October: State Convetion</li> <li>● April 2024: National Convention</li> </ul> <p>~Be mindful of phishing when it comes to money!</p> <p>We need to plan not just month-to-month, but for State Convention as well!          -Engaging members OUTSIDE of Board: encourage classmates to be active SNA members!          **It is healthy to disagree as long as it is respectful and helpful.</p>	No action needed	No follow up needed