

NPANA Board of Directors Meeting Minutes

March 21, 2009

Phone Teleconference

Present: Cheryl Gettelfinger, *President*; Patrice Moffett, *Vice President*; Virginia Longo, *Treasurer*; Rebecca Ettien, *Secretary*; Jim Lehn, *Immediate past-President*; Absent: Holly Hunt, *Education Coordinator*.

1004 Pacific Time: Meeting called to order by Cheryl Gettelfinger.

Ms. Gettelfinger asked for approval of the minutes from the January 31, 2009 teleconference board meeting. There was no discussion. Minutes were approved.

Board of Directors Report

Immediate past-President (Jim Lehn)

- There have been no “Willingness to Serve” forms submitted to NPANA for the upcoming vacancies of Secretary and Vice President. A review of the Bylaws resulted in no obvious course of action in the event no one comes forward willing to serve except that the President is able to appoint or assign someone to a position.
- An updated scholarship application form reflecting the increase of the amount to \$500.00 has been made available on the NPANA web site.
- ASPAN has added another “Complexities and Challenges of Peri-anesthesia Nursing” Seminar to be held in Tacoma, Washington, May 2, 2009.

Vice President (Patrice Moffett)

- Planning for the Fall conference being held in Missoula, Montana, September 25, 26 and 27 2009 continues.

Secretary (Rebecca Ettien)

- It was reported that the NPANA membership number is currently at 700. On March 24, 2009, a membership list was received from ASPAN. The current number is 721 members.
- ASPAN administration has not been sending monthly membership reports as has been the procedure in the past. This is hindering the ability to send out correspondence to members and mailing list to the component districts. Ms. Gettelfinger will address with the Regional administration.
- Planning for Component Night at the ASPAN National Conference in Washington, D.C., April 19, 2009 continues. This year’s theme is “Celebrating American Legends.” NPANA has chosen Jeannette Rankin, the first woman elected to the U.S. Congress. She was elected to the U.S. House of Representatives in 1969 from the State of Montana. We will be dressing in period costumes advocating for women’s suffrage.

Treasurer (Virginia Longo)

January 31, 2009		March 21, 2009	
Checking	30,793.29	Checking	28,075.44
Savings	5,672.23	Savings	5,674.98
CD A	8,295.39	CD A	8,453.97
CD D	11,386.01	CD D	11,386.01
Total	56,146.92	Total	53,590.40

- The Bank of America credit card has no balance.
- Certificate of Deposit “A” was renewed for another term.

- There are several outstanding checks from the NPANA checking account. Two are honorarium and one is for The Children's House charity from the Fall Conference in Bend, Oregon. Ms. Gettelfinger will contact the parties involved.

New Business

- Mr. Lehn has located a shop to purchase a triangular box to hold an American flag and the one hundred dollar bill that NPANA will be raffling off Component night at the National conference. Virginia Longo will obtain the one hundred dollar bill.
- Ms. Longo made a motion to have NPANA taxes be completed by a professional tax preparer. Discussion from Ms. Moffett that the financial guidelines allow for this and in the past she had assistance from a CPA when she was treasurer. The motion was seconded by Ms. Gettelfinger. Motion passed unanimously.
- Ms. Gettelfinger made a motion from Ms. Hunt to have the fliers for the Fall conference be formatted and folded to best fit the content and not necessarily be tri-fold which has been the format in the past. Discussion included that in order to include all of the necessary information on the flier the font size has to be very small and there is an increased cost with the tri-fold format. Mr. Lehn seconded the motion. Motion passed unanimously.

1045 Pacific Time: Meeting adjourned by Cheryl Gettelfinger.

Respectfully submitted,
Rebecca Ettien BSN, CAPA
NPANA Secretary