

NPANA Board of Directors Meeting Minutes  
January 22, 2011  
Teleconference

Present: Maria Bell, *President*; Judy Evans, *Vice President*; Patrice Moffett, *Past President*; Virginia Longo, *Treasurer*; Rebecca Ettien, *Secretary*; Absent: Holly Hunt, *Education Coordinator*.

1100 Mountain Time: Meeting called to order by Maria Bell.

Ms. Bell made a motion to accept the November 16, 2010, Teleconference Board of Directors Meeting Minutes as written. Ms. Moffett seconded. Motion passed without opposition.

### **Board of Directors Reports**

Past President (Patrice “Pat” Moffett)

- Update for Component Night at ASPAN National Conference. April 3, 2011: Prizes will be given to the component with the best in class for the following classes: most creative; most authentic; and most funny; Prizes will consist of three gift baskets with the following themes: Wizard of Oz; Starbucks; and NPANA. Judges for the event are to be named later.
- NPANA will have two tables to decorate and will not be included in the judging for the above prizes. It was suggested that we have a “Toto” stuffed animal and some “Ruby Slippers” displayed on our table as well as “green” decorations.
- Ms. Longo is going to order Wizard of Oz themed t-shirts and character piece accessories to wear with the t-shirt.

President (Maria Bell)

- NPANA Fall Conference will be held September 24, 25, 2011 in Vancouver, Washington, at the Red Lion Inn at the Quay.
- PeriAnesthesia Nurse Association Week is February 7-13, 2011. A request to have a “Happy PANAW Week” e-mail sent to NPANA members was made. The secretary, Ms. Ettien, will be responsible for carrying out the request.
- The President’s Binder is in need of updated Policy and Procedures. Ms. Ettien will e-mail these.
- A copy of the “Welcome” and “Time to Renew” e-mails is needed to send with the Gold Leaf Application. Ms. Ettien will e-mail these.

Vice President (Judy Evans)

- The Scholarship Committee has awarded two educational scholarships with an inquiry made from a third person.
- Monies from a previous attempt to gain a district in Alaska have been discovered in a state held account. Ms. Evans will investigate retrieving these funds to return to the NPANA treasury.
- The Fall/Winter 2010 “*Off the Cuff*” Newsletter was submitted to the ASPAN National Conference Newsletter Competition.
- February 10, 2011 is the deadline for submission of articles and news for the March 10, 2011 newsletter.

Treasurer (Virginia “Ginny” Longo)

January 22, 2011		October 2, 2010	
Checking	38,078.65	Checking	49,300.13
Savings	5,690.06	Savings	5,688.64
CD A	8,616.49	CD A	8,616.49
CD D	11,741.20	CD D	11,706.18
Total	64,126.40	Total	75,311.44

- The 2011 budget was reviewed and adjustments made to reflect decreased costs and spending thus bringing the projected balance into the black.
- A review of what NPANA equipment items need to be insured included: Secretary’s computer; Treasurer’s computer; and Power Point projector.
- Ms. Bell made a motion not to include NPANA Districts in the Bonding Insurance required for the NPANA Board of Directors. Ms. Evans seconded. Motion passed without opposition.
- Ms. Longo made a motion to pass the 2011 Budget with the changes discussed above. Ms. Bell seconded. Motion passed without opposition.

Secretary (Rebecca Ettien)

- The updated web site has been launched. The only page remaining to be completed is the “NPANA Forum” page. After previewing the web site it several Internet browsers it was noted the Mozilla’s Firefox and Google’s Chrome is not publishing the same as Internet Explorer 8. Once a correction to this is found the pages will be repaired and republished. (As these minutes are being prepared a solution to the above problems was found and applied to the affected pages are now loading properly on the above browsers.)
- Current Membership is 579.

1232 Mountain Time: Meeting adjourned by Maria Bell

Respectfully submitted,

Rebecca Ettien  
NPANA Secretary