

NPANA Board of Directors Meeting Minutes
September 23, 2011
Red Lion at the Quay
Vancouver, Washington

Present September 23, 2011: Maria Bell, *President*; Judy Evans, *Vice President*; Patrice Moffett, *Past-president*; Virginia Longo, *Treasurer*; Marge Gingras, *Secretary Elect*; Ann Visscher, *Vice President Elect*; Absent: Holly Hunt, *Education Coordinator*; Rebecca Ettien, *Secretary*.

0830: Meeting called to order by Maria Bell.

Board of Directors Reports

The meeting was opened by President Maria Bell. Judy and Ann reported on the ASPAN Component Development Institute they attended in September. The conference reviewed ASPAN goals, Strategic Plan, along with leadership skills. It was well organized and thorough. NPANA is looking forward to sending officers next year who were unable to attend this year.

Discussion followed regarding the NPANA web site and use by members. The site is underused. Rebecca has updated and reorganized the web site over the year. All board members feel the web site is outstanding. It is frequently updated and easy to navigate. All scholarship forms can be downloaded from the web. Many ideas were considered on how to educate the membership and have higher use. Board members were encouraged to educate their fellow nurses at work about the web. We could advertise the web by offering handouts (pens, nail files etc.) with the NPANA logo and web site.

The board increased the number of members who will receive a scholarship for the 2011 fall conference from one to three. This will be a total of \$450.00 given out in scholarships for the conference.

Vice President Judy Evans reported on the newsletter, "OFF THE CUFF". Judy is looking for members to contribute articles for the fall letter. The "Cuff" needs to diversify and have a variety of articles. A member can write a research article and receive CEUs. Please ask your hospital if the "Cuff" can be down loaded on their email. Some hospitals block the "Cuff" and kick it out. The fall letter will be posted on the web October 10.

Treasurer Ginny Longo presented the budget for 2011-2012.

The treasurer report was as follows:

NPANA checking: \$56,382.98
Greater Portland District: \$4,060.78
South Sound District: \$1,625.43
Spokane District: \$3,972.46
Total Checking: \$66,041.65

NPANA Savings: \$5,692.81
NPANA CD A: \$8,641.00
NPANA CD D: \$11,741.20
Total: \$92117.65

Policy and Procedure, The policy and procedure for establishing of new districts in NPANA was presented and approved.

Prior NPANA Star Award recipients are Susan Coleman, Sharon Palme, and Virginia Matson.

Bylaws, The following changes were made. These will be published in the “Off the Cuff” and voted on at the next general meeting 2012.

- 5.6.6.3 Serves as a member of the conference committee.
- 5.6.15 Delete.
- 5.6.4.4 Counter signs checks by the President or a Board designated person.
- 5.6.1.8 Serves as a member of the Representative Assembly (ASPAN)
- 5.6.2.7 Serves as a member of the Representative Assembly (ASPAN)

The Strategic Plan was reviewed and revised to meet NPANA’s needs in the future.

The meeting was adjourned at 4:30pm by President Maria Bell.

NPANA General Member Meeting Minutes
September 24, 2011
Red Lion at the Quay
Vancouver, Washington

The meeting was opened at 12:00 by President Maria Bell.

Maria reported NPANA has 792 members. We are paperless with the Web, “Breathline” and “ Off the Cuff ” being on line. Members were encouraged to use these sites for information, forms and articles.

Virginia Longo, Treasurer, presented the budget for 2011-2012.

Judy Evans, Vice President, reported that 5 scholarships were given to the ASPAN national conference in Seattle Washington 2011. There were no applications for the fall conference in Vancouver. Judy encouraged members to send in ideas and articles for “Off the Cuff”.

Awards were presented.

Recruiter of the Year: Valerie Gillis
Ruth Foster Star Award: Patricia Nelson

Holly Hunt, Education Coordinator, reported that our paper use for this conference was 150 sheets compared to the use of over 1000 sheets for the Coeur D’Alene spring conference. Please use the internet for a greener world and to keep our costs down.

Rebecca Ettien, Secretary, reported on the use of Survey Monkey for the election of NPANA Board of Director Positions. It went well and we will continue to use it.

The following NPANA members were installed as NPANA Board members. President, Judy Evans; Vice-President, Ann Visscher; Treasurer, Virginia Longo; Secretary, Marge Gingras; Past President, Maria Bell; Education Coordinator, Holly Hunt.

Member Jim Lehn requested the Bylaws be changed to state that the offices of Secretary and Treasurer will be a member of NPANA and ASPAN but do not need to be currently practicing RN. The board will consider it at the next board meeting.

The fall conference will be in Anchorage Alaska September 22-23, 2012.

Past Presidents were recognized, Pat Moffett, Deb Seaver, Jim Lehn, Arlene Kozicki, Sheri Bowell, and Maria Bell.

The following received \$150.00 scholarship for the Vancouver conference, Patricia Stromberg, Anthony Tietyen, and Dita Pulliam.

A one year membership for a nonmember was awarded to Carolyn Shepard.

The quilt drawing was won by Jan Shepherd.

Sheri Bowell and the staff for the national conference in Seattle 2011 was recognized and thanked for the wonderful conference. It was a great success.

Information was available for CPANA and CAPA certification and recertification.

The NPANA Star Award was presented to Pat Moffet, outgoing Past President, for 5 ½ years of outstanding leadership, as well as to Rebecca Ettien, outgoing Secretary, for outstanding service in helping NPANA “go green”.

The meeting was adjourned at 1pm by President Judy Evans.

Submitted

Marge Gingras, Secretary. NPANA Secretary