Minutes

New Jersey Nursing Students, Inc.

1479 Pennington Road

Trenton, NJ 08618  
January 13, 2018

Executive Board

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| President: | Alexandra Maye |
| First Vice-President: | Vanessa Trancoso, RN |
| Second Vice-President:  Secretary: | Julie Titus, RN  Melissa Kapcsandi |
| Treasurer: | Sonam Patel, RN |

Board Members

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| *Pulsebeat* Editor/ Public Relations Director: | Martina Achanfuo-Yeboah, RN |
| Membership/Nominations Director: | Ara Kim |
| Community Health Director:  Breakthrough to Nursing Director:  Legislation Director: | Stephanie Rogers  Melissa Kapcsandi  Kerry Conboy |
| Resolutions Director: | Victoria Giordano |
| Fundraising Director: | Bora Son |
| NJLN Consultant:  NJSNA Consultant: | Kim Seaman, MSN, RN, CNE  Barbara Chamberlain, PhD, APN |
| Parliamentarian: | Barbara Chamberlain, PhD, APRN |
| Presidential Advisor: | Barbara Cannella, RN, PhD, APN-c |
| Presidential Advisor: | Subbashini Satish, BS, RN |
| Staff Advisor: | Regina Adams, BSN, RN, CNOR |

**Call to Order**

Alexandra Maye called the meeting to order at 10:14am

**Roll Call**

Present: Alexandra Maye, Julie Titus, Sonam Patel, Martina

Achanfuo- Yeboah (late), Ara Kim, Stephanie Rogers, Kerry Conboy, Bora Son, Kim Seaman, Barbara Chamberlain, Barbara Cannella, Regina Adams

Unexcused: Vanessa Trancoso, RN

Excused: Subbashini Satish, Melissa Kapcsandi

1. **Meeting Minutes**

**Motion:** To approve the December meeting minutes with the addition of Victoria Giordano in the roll call as she was inadvertently left off.

**Made by:** Kerry Conboy

**Seconded by:** Ara Kim

**Discussion:** None

**Action:** Passed

1. **Treasurer's Report**

Sonam presented the treasurer’s report.

Balance as of 12/1/17: $174,583.79

Balance as of 12/31/17: $178, 644.59

Corrections:

1. “NJ State Dues Reimbursement” should read “NSNA State Dues Reimbursement”.
2. “Stripe Transfer” should read “Swipe Transfer”

**Motion:** To approve the treasurer’s report with corrections

**Made by:** Julie Titus, RN

**Seconded by:** Victoria Giordan

**Discussion:** None

**Action:** Passed

1. **Resignation**

Vanessa Transcoso, RN, first vice president, submitted her resignation in writing.

**Motion:** To accept Vanessa’s resignation

**Made by:** Julie Titus, RN

**Seconded by:** Stephanie Rogers

**Discussion:** Everyone wished Vanessa well. Further discussion included how difficult it would be to find someone to fill the position given the convention is in 6 weeks

**Action:** Passed

**Motion:** To close the first vice-president position

**Made by:** Julie Titus, RN

**Seconded by:** Stephanie Rogers

**Discussion:** See above

**Action:** Passed

1. **Contacting Schools**

Faculty are now making decisions on the number of students to send to convention so they need dates and number of delegates. Alexandra suggested calling them directly and then emailing them rather than reaching out electronically only.

Alexandra went around the room to find out how everyone is doing with contacting schools to get students to convention. There are problems with incorrect contact information so Ara will update the list as best as possible and add it to dropbox. Christ Hospital School of Nursing is no longer in existence and Hudson and Bayonne Schools of Nursing have merged. NSNA needs to be notified of this and our list of schools for the program book updated. Alexandra wants everyone to send follow-up emails to schools this week. Subbashini will contact Vanessa’s schools. Seton Hall has an active student nurse group but they are not connected with the National Student Nurses Association (NSNA). Remind students about being monitors and delegates. We have 28 applications for monitors that are taken on a first come, first served basis but we need 40. Ara is collecting their registration fees.

1. **Convention**
2. **Speaker Updates**

The deadline for speakers and abstracts was January 12th ; 20 abstracts have been received. Julie and Regina are working on the schedule.

1. **Delegates and Monitors**

Kerry Conboy sent reminders to the schools about the opportunity to be delegates. She heard from Rutgers (5), Felician (12), and The College of New Jersey.

Passaic County College usually sends many students as monitors and brings students to convention. There are 3 from Georgian Court, one from Mercer County College, and the remainder comes from Rutgers.

1. **Gift Baskets**

Bora is working with Alyssa from last year’s board to contact vendors for donations for baskets for the NJNS booth. Bora wants to go to vendors in person but they want proof – our tax identification number has been used in the past. She has contacted more than 130 establishments for donations and has 13 baskets so far. Rutgers is donating the bags and receiving a table in the exhibit hall. Kim and Barbara Cannella will purchase aMichael Kors bag. Everyone has to push for exhibitors in the next two weeks. Other donations: NJSNA has donated to the Deans and Directors luncheon; ATI has donated $1000; and Barbara Chamberlain has donated to the entertainment and the baskets.

1. **Program Book Cover**

Victoria presented 3 designs, labeled 1, 2 and3, for the program book cover.

**Motion:** To select design #1 as the cover

**Made by:** Ara Kim

**Seconded by:** Sonam Patel

**Discussion:** None

**Action:** Passed

1. **Exhibitor Update**

Regina and Alexandra are working on exhibitors. Regina heard from approximately 20 agencies who are interested in exhibiting. The maximum number is 50 and we have only 6 weeks to go.

1. **Deans and Directors Luncheon**

Personalized invitations will be sent out to the deans and directors of the programs at the various schools. Ideas for favors for the Deans and Directors Luncheon include stress ball syringes, magnets, and aroma therapy necklaces. Regina suggested using oils in the necklaces and these can be ordered with the other items for a total of $3 for each person. Some items come from Etsy and Vista Print. Others come from China. They need to be ordered soon as the Chinese New Year begins and nothing will be shipped during that time. There was a question about sensitivity to smells and Regina pointed out that anyone can wear the necklace without oils. Bora presented examples of magnets that were labeled numbers 1-5. Barbara Chamberlain asked if the hands as on the program book cover could be added to the magnets. Bora demonstrated that it could be done. The aroma therapy bracelet/necklace was discussed as the last favor for the luncheon. There was discussion about the fragrance for these items. If someone is sensitive, they can use the item without fragrance. These will arrive between January 28th and February 15th from Amazon in time for the convention.

**Motion:** To purchase the syringe stress “ball” with logo as favors for the luncheon

**Made by:** Sonam Patel

**Seconded by**: Kerry Conboy

**Discussion:** None

**Action:** Passed

**Motion:** To make magnet #3 with the hands as one of the favors for the luncheon

**Made by:** Stephanie Rogers

**Seconded by:** Victoria Giordano

**Discussion:** None

**Action:** Passed

**Motion:** To purchase the aroma therapy bracelet/necklace as one of the favors for the luncheon

**Made by:** Sonam Patel

**Seconded by:** Julie Titus

**Discussion:** None

**Action:** Passed

**Motion:** To purchase lavender as the fragrance for the bracelet/necklace

**Made by:** Ara Kim

**Seconded by:** Bora Son

**Discussion:** None

**Action:** Passed

1. **First Night Party**

Alexandra reminded everyone to come in their favorite superhero costume. It can be as fancy as you want. The photo booth will be available but there will be no giveaways. Alexandra pointed out that Party City has masks if needed and she suggested we might make them if necessary. Regina pointed out that there will be superhero props at the photo booth. Ice cream will also be provided

1. **Resolution**

Victoria made changes to the resolution that she and Barbara Chamberlain worked on. Barbara Cannella suggested changing “proposed” to “suggests”.

Victoria will add “further research” to the resolved clauses.

**Motion:** To accept the resolution with suggested changes

**Made by:** Stephanie Rogers

**Seconded by:** Bora Son

**Discussion:** None

**Action:** Passed

1. **Community Health Project**

Stephanie asked if there was a special format but there is none. She is looking at mental health in adolescents and five top areas relating to adolescents: suicide, depression, bullying, drugs, and sexuality and how do nurses get involved. Communication with parents is a major topic that is addressed in the literature as are engaged nurses and education. Stephanie’s goal is to tie the 5 areas with engaged communication with parents. There will be a possible presentation at convention with Stephanie and Victoria. Although Melissa hasn’t presented her project yet, she will possibly present at convention too.

1. **Bylaws and Policy Revisions**

**Motion:** To vote all the bylaws changes in one block at the end of the presentation

**Made by:** Sonam Patel

**Seconded by**: Ara Kim

**Discussion:** None

**Action:** Passed

Most of the bylaws changes presented were related to grammar. All changes will be made as presented. Section 10 relating to absences resulted in much discussion; therefore this bylaw change will have the word “discretion” removed and the definitions of excused and unexcused absences will be placed in the policy book (to be voted on internally at the February meeting) along with a description of actions that are considered non-contributing for board members. These actions will be the basis for removal from the board. Quorum for the annual meeting was reviewed. A dissolution section was added. Optional attendance at board meetings was removed to reflect that the presidential faculty advisor is expected to attend meetings. All items will be renumbered.

**Motion:** To accept all the bylaws changes as presented

**Made by:** Sonam Patel

**Seconded by**: Bora Son

**Discussion:** None

**Action:** Passed.

**Announcements**

Congratulations to Alexandra Maye who graduated from nursing school this month and has been accepted to New Jersey City University.

**Miscellaneous**

New Jersey League for Nursing usually gives us $500 for an annual scholarship but the check hasn’t been received yet. Kim will contact the League.

**Adjournment**

**Motion:** To adjourn the meeting at 2:06 pm

**Made by:** Sonam Patel

**Seconded by:** Victoria Giordano

**Discussion:** None

**Action:** Passed