Bay Area Nurse Practitioners Association

Minutes

December 8, 2015 6:00 p.m.

1. Rebecca Graves called meeting to order at 6:11 p.m. due to delayed admittance to meeting room. Correction made to email sent on 11/15/15 of not having an opening for the office of Secretary since that office is held by Japonica Owens
2. Reports
   1. Treasurer
      1. Quarterly Treasurer Report including current balance and deposits and debits since March 2015 distributed by Linda Fontenot. Information available to membership upon request.
      2. BANPA currently rents a post office box in Mobile at the corner of Broad Ave. and Dauphin St. No productive activity has occurred recently to Linda’s knowledge, and the PO Box is costing $92/year. Motion made to discontinue renting the PO Box. Motion tabled to permit further investigation and discussion by the Executive Committee and interested members. Recommendations will be brought forth by the Executive Committee at the next business meeting.
      3. Linda requested information regarding BANPA’s non-profit status and income tax protocol. No member at the meeting had any information. The Executive Committee will follow up on this and report findings at the next business meeting.
   2. Program Chairman – tabled
3. New Business
   1. Elections for open offices
      1. Nominations for following offices were received prior to the meeting:
         1. Vice President (President Elect): Charlene Myers
         2. CEU Coordinator: Tracey Taylor-Overholts
         3. No nomination was received for Historian
      2. Rebecca Graves read the position descriptions for the open offices from the bylaws. No additional nominations for any position was made during the meeting. Barry Gaston moved that we accept the nominations. The motion was adopted.
      3. Request for further nominations for Historian is being made of the membership. Position description from the bylaws is as follows:
         1. Keep a scrapbook of all events for BANPA (electronically, e.g. Facebook)
         2. Make pictures at all important events
         3. Keep a file of all symposia and special event brochures
         4. Maintain and oversee BANPA website
   2. Nominations/volunteers for open committee chairmen
      1. Public Policy/Health Affairs Committee - Discussion ensued about the purpose of the committee, and it was agreed upon that the committee chairman would work with other NP organizations in the state to collaborate efforts to support legislative efforts and to keep the membership informed on existing and changing policy. Alethea Hill volunteered to chair the committee and was appointed.
   3. Nominations/volunteers for open committees
      1. Program Committee – Barbara Naman is current chairman, and committee members were sought at the meeting. No volunteers or recommendations were made, therefore they will be sought from the membership. Discussion ensued that committee members familiar with drug/equipment representatives would be advantageous. The Program Committee, chaired by the Program Chairman, shall:
         1. Make a calendar of all business/program meetings of the year
         2. Be the contact group for sponsorship firms/individuals
         3. Make arrangements for all monthly meetings/special programs
         4. Work with the secretary in sending meeting announcement
         5. Coordinate media announcements of meetings/programs
4. Public Policy/Health Affairs Committee – As noted above, Alethea Hill is the newly appointed chairman. Kelly Stauter volunteered to serve on the committee. More volunteers are being sought from the membership. The Public Policy/Health Affairs Committee, chaired by the Public Policy/Health Affairs chairman, shall:
5. Coordinate any legislative input from and to the group
6. Keep membership informed on legal/political/policy issues
   1. Barry moved that BANPA form a committee to manage charitable donations. Alethea suggested the committee include organization of community events such as health screenings. The motion carried and the Community Outreach Committee was formed. Barry was appointed chairman of the committee. Alethea volunteered as a committee member. More members for the committee are being sought from the membership. The first order of business for the committee is to identify one or more charitable organizations to which BANPA can donate for the upcoming holidays.
7. Announcements
   1. The bylaws are available for viewing on the BANPA ENP website. If members are unable to open the bylaws they can contact the Executive Committee at [BANPA.Alabama@gmail.com](mailto:BANPA.Alabama@gmail.com) to request status change. A hard-copy of the bylaws was available at the meeting.
8. Adjournment at 6:33 p.m.