**Hill Country Nurse Practitioners Association**

http://hcnpa.enpnetwork.com

**Minutes**

**February 10, 2015**

MacAdoo’s Restaurant

New Braunfels, TX

Meet and Greet: 6:00 - 6:30 pm

Sign-in, pay membership dues, purchase t-shirts, complete Job/CME cards, network

***Please be seated and order dinner by 6:30 pm to minimize interruptions during the business meeting. As a courtesy to your fellow attendees and speakers, please silence all electronic devices, take urgent calls outside the meeting area, and refrain from sidebar conversations.***

Business Meeting: 6:30 - 7:00pm, Sharon Wright, President, presiding

* Call to order, silence cell phones-
* Introduction of Officers: Mia Painter, Immediate Past President, Sharon Wright, President, Dawn Peterson, Vice President, Jini Miller, Treasurer, Michele Jackson, Recording Secretary, Laura Greek, Corresponding Secretary/Media Strategist.
* January Meeting Minutes – to review and approve
* One correction of Anna White’s name.
* Motion to approve minutes
	+ 1st Motion – Sue Hanner
	+ 2nd Motion – Mia Painter

Reports

* **Monthly Treasurer’s Report– Jini Miller - See below**
* Jinicorrected the mistake in the Annual Treasurer Report from the last meeting.

* **2016 Budget proposal – Jini Miller – See below**
* **Committee Recruitment – Laure Greek – See Below**
* **AANP – Renewal Update – Sharon Wright**
	+ Increase in CME from 75 to 100 CME’s needed to keep your license up-to-date.
	+ 25 of these CEU’s can be through percepting hours. See AANP website for the formula to calculate this
	+ Of the 100 CEU’s 25 must be pharmaceutical education related
	+ Secondary option is to re-take the board exam if you do not want to get the 100 CME’s,
* **TNP Update – MEMBERSHIP BENEFITS**
* TNP will help you find a preceptor- especially if you attend a function
* Affiliates can submit applications for scholarships and grants that will be available.
* Volunteer needed to be a liaison for AANP and TNP emails through HillCo email
	+ - Katheryn Lindley volunteered.
* If you are a member of HCNPA and TNP will donate $5 to the HCNPA.
* If you are a member of TNP you will get an affiliate member fee.
* Students can sign up for a free membership at this time with TNP.
* **Legistlative Update – Anna White**
	+ Thursday Anna met with –Terry Franks –Legislative Aide to Rep Isaac.
	+ Hays and Blanco County,
	+ [**http://www.house.state.tx.us/members/find-your-representative/**](http://www.house.state.tx.us/members/find-your-representative/)
	+ APRN Legislative Day – February 22, 2016 – everyone is invited

* **Update on TNP Leadership meeting attended by Mia Painter on January 16, 2016**
* HCNPA needs to file as 501C6 status as non-profit.
* We are working on being a non-profit association

**Old Business – No old business discussed.**

**New Business**

* Budget approval brought to members Approval was voted.
* 21 voted yea
* 0 nays
* 21 total members present, meeting the required quorum
* **CME, Community Activities, Job Announcement, Preceptorships, Members**
* PriMed Conference - June 23-25, 2016, Houston, Texas
	+ AANP Conference - June 21-26, 2016, San Antonio, Texas
	+ 28th Annual TNP Conference - September 8-11, 2016 in San Antonio, Texas
	+ Job announcements- none at this time.
	+ Preceptors needed for Women’s Health. Please Check the HCNPA website.
	+ These will be posted on the ENP website.

Adjourn

* Presenter : Dr. Alvarez
* Topic: A different Route to Migraine Relief in Adults, The use of Zecuity
* Sponsor: Teva , Michael Middlebrooks

 **Hill Country Nurse Practitioners Association
 Revised Annual Treasurer’s Report for 2015
 02/10/16

Service rewards:** Budgeted $200. **Use of Funds** -- includes acknowledgements of celebrations and Service awards (total $95.99) given at 01/13/16
expressions of sympathy from the organization meeting.
 $104.01 remains in this fund as of end 2015.
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**Financial reserve:** Budgeted $500.0.0 Took $52.99 for overdrawing Office expenses Took $68.27 for overdrawing Social fund
 Took $159.29 for overdrawing ENP/AffiniPay
 fund
 $280.55 remains in Financial reserve
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**Office expenses:** Budgeted $250.00. Over-spent $52.99
-- printing supplies, membership cards, postage, --Overage paid from Financial reserve
P.O. box, checks fee, etc.

P.O. box annual rent = $62
01/15/15 -- $90.41 – office supplies
01/21/15 -- $21.64 – office supplies (Office Depot)
03/11/15 – $20.93 -- fee for checks
05/27/15 -- $27.68 – SCM dinner expense
05/30/15 -- $17.57 – frame for 8x10 photo, voter cards,
 postage
12/10/15 -- $62.76 – printer cartridge
Total $302.99
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**Legislative initiatives:** Budgeted 2 @ $200. Sent $400 from this account to the TNP-PAC on In 2014, we had planned to donate $150 to TNP- 01/21/16.
PAC and $150 to CNAP, and tried to donate $150 $0.00 remains in this fund.
to AANP but learned we were unable to do so since
we were not a member of AANP. (See below.) Subse-
quently, the membership voted to NOT send a dona-
tion to CNAP, but rather to send $400 to TNP-PAC.
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**AANP membership:** Budgeted $200.00.
Last year, the organization voted to donate $150 A check for $200 will be sent by 02/29/16
to AANP. We learned an organization must be a AANP which is when our annual dues are due.
member of AANP ($200/year) to donate to it, and
we were offered the opportunity to join for the $150
we had sent. HCNPA members voted at a meeting by
a majority show of hands to use the $150 to take AANP
up on its offer to join AANP instead of the usual $200. It
was made clear that the next membership dues will be
$200 which is reflected in the 2015 budget, and is again
in the proposed 2016 budget.
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**Social activity:** Budgeted $500

07/29/16 -- $100 to reserve 3 Dudes Winery Total spent = $568.27 = $68.27 over budget
08/29/16 -- $83.54 – final payment for 3 Dudes venue (Overage paid from Financial reserve.)
08/29/15 -- $275 – food
08/30/15 -- $106.89 – supplies
08/30/15 -- $2.84 – name tags
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**Promotional/marketing expenses:** Budgeted $400. No t-shirts were made or sold.
Was to have been reimbursed as t-shirts were The only expenditure here was $195 to
purchased Engram Designs for a new logo.

Total remaining in this account = $205.

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**CME expenses:** Budgeted $500.00 – increased from No funds were used from this account for CME.
$241.21 in 2014 It was decided at the 12/09/15 meeting to use
Total expenses at Grin’s Restaurant on 01/13/16 this money to pay for dinners (no alcohol or
= $220.61 desserts) for those who attend the 01/13/16
 meeting at Grin’s.
 Total amount remaining in this fund = $279.39
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**ENP Membership Rollout:** Budgeted $300 Total charges = $459.29 which is $159.29 over
– estimated annual fees for AffiniPay & ENP to process budget. Overage paid from Financial reserve.
credit card payments of dues and to manage member-
ships (respectively).

Desktop/HCAPNPAA/Revised End-OF-Year Revised End-of-Year Financial Report 02-10-16

**Hill Country Nurse Practitioners Association
 Proposed 2016 Operating Budget
 02/10/16 Proposed**

**Service rewards: Proposed $200 – (voted to keep the same as last year. $200
None was used.)**

**Includes acknowledgements of celebrations and
expressions of sympathy from the organization**

**Mia will get flowers and certificates for the next meeting.**

**Financial reserve: Proposed $500 -- voted to keep the same as last year $500**

**Office expenses: Proposed $250 -- voted to keep the same as last year $250**

**Postage, p.o. box, printing supplies membership cards, calling cards, etc.**

**We spent a total of $139.79 in the form of –**

**Printer cartridge
frame for 8x10 photo of NP Day at the Capitol
voter cards**

**Fee for checks**

**Name tags used at Social**

**Legislative initiatives: Proposed $300 $300**

* **to TNP for legislative efforts**

**AANP membership fee: Proposed $200 $200**

**Membership year runs 2/29/15-2/29/16, so the next payment**

**will be 2/29/16; will use last year’s budgeted $200**

**Social event: Proposed $500 – same as last year, though we went over this $500**

**by $32.58**

**Discussion of considering a service project w/ food afterward; give**

**remaining $$ to service project**

**Promotional/marketing expenses: Proposed $800 $800**

**We have $305 remaining from 2015 budget of $400. Discussed**

**using that on a banner**

**Discussed t-shirts w/ new name and logo for the proposed $800**

**CME expenses: 2015 budgeted for $500 – used none. Propose $500 for 2016 $500**

**CME Task Force to explore speaker options through AANP**

 **ENP/AffiniPay expenses – We did not propose a budget for this for 2016, but $\_\_\_**

**in 2015 we budgeted $300 and spent $143.50**

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**Get involved in Hill Country Nurse Practitioners Association!**

Your 2016 Committee Chairs are now recruiting 3-5 members each, and hope you will find one or more of interest to you. Please review below each committee’s mission and membership criteria. Committees may meet virtually via Skype/FaceTime, on-line chat, conference call, email or face-to-face. Chairs will report on committee activities to the Steering Committee.

To learn more, please come to our upcoming meeting February 10th, 6:00 pm at McAdoo’s Restaurant in New Braunfels or click “Contact Us” to send a message.

By-Laws Committee, Mia Painter, Chair

* Charge: Review the association by-laws and recommend changes to the Steering Committee for vote by the general membership.
* Eligible: Full, associate and student members

CME Task Force, Dawn Peterson and Sue Hanner, Co-Chairs

* Charge: Explore, develop, prepare and offer approved continuing education activities for association members, according to the guidelines of AANP.
* Eligible: Full, associate and student members

Elections Committee, Paula Worley, Chair

* Charge: Prepare and post a ballot of nominees for steering committee office and committee chairs. Tabulate and report results to the steering committee and members. Arrange the swearing in of elected officers and chairs.
* Eligible: Full, associate and student members

Legislative Committee, Anna White, Chair

* Charge: Track TNP and AANP legislative initiatives, provide information, education and updates to members. Plan and participate in opportunities to educate legislators.

Eligible: Full members and student NP members

Membership Committee, Melissa Hearrell, Chair

* Charge: Recruit and retain members, welcome new members and guests attending meetings.
* Eligible: Full, associate and student members

Nominations Committee, Dawn Peterson, Chair

* Charge: Identify, educate, nominate and support members interested in organizational leadership both as steering committee officers and committee chairs. Assure nominees meet the requirements of the by-laws.
* Eligible: Full, associate and student members

Social Committee, Laura Greek, Chair

* Charge: Plan, organize and run social events, to include one or more charity fundraisers.
* Eligible: Full, associate and student members