

North Carolina Association of Perianesthesia Nurses

Purpose: NCAPAN Board Meeting		Leader: S. Knowles	Time Keeper: A. Combs
Location: Cyber		Date: 05/06/2017	Time: 0830-1030
Attendees: S. Knowles, R. Davis, L. Haynes, A. McClendon, J. Schneider, J. White, D. Hutson, M. Tucker, A. Combs, A. Whittington, K. Baird, C. Brown, G. Young, E. Cox, K. Daley, T. Barnett, S. Thompson			
Agenda Item	Discussion Leader	Time	Notes
Welcome/Call to order	Susan	3 min	0838
Minutes from 03/04/2017	Robin	3 min	Review and vote on minutes. Flash drives: Laura will bring them to the August meeting. Need all outgoing officers to download their files to give to their successors.
Budget Report	Chris	5 min	See Chris' email about the CPA group that works mainly with non-profit groups. She is willing to meet with them about the questions from LDI. For those who went to LDI, please send your questions to her for discussion. Laura emailed Chris the BOD approval to go ahead and reach out to the candsp LLC CPA business.
Website	Kathy	5 min	Pictures of board members? Will need a new format to do this. Nursing Network is a website service recommended to change to. Kathy agreed to find out when the current contract can be terminated and Susan will reach out to Nursing Network.
Research	Jennifer	5 min	No new information. There were several posters at ASPAN and Jennifer will reach out to them. Donna is going to reach out about the Peds study at Duke.
Newsletter	Adam	5 min	Possibly 4 a year? March, June, Sept, Dec probably. May edition is coming out next week. Discussion about Gold Leaf requirements and how many points we can possibly obtain with our newsletter.
Govt Affairs	Judy	5 min	Report sent to newsletter. Nurses' Day at the Legislature was scheduled during the spring break and the legislature was not in session. No one from NCPAN attended. Discussion about how to apply for Nurse Day at the Legislature on NCNA website. Judy and Angela have done this and can answer any questions.

Public Affairs	Tamara	5 min	Plan for nurses' week on our Facebook page? Tamara will get the video to us to post and also post on our Facebook page. NC/SC Anesthesiology annual conference will be in Asheville September 8-10, 2017. Jennifer and Marche have agreed to attend and host our table. Tamara stated she is interested in developing a letter to school of nursing contacts for better communication about our organization. Discussion on contacting nursing schools, donating book by Marcus Engel called I'm Here. Tamara agreed to order 20 books and each district donate a book to a nursing school in their district. Also discussed better communication to the nursing students that perianesthesia is more than PACU nursing.
Education	Donna	5 min	Scholarship updates will be in the newsletter after the May newsletter. Certification seminars and conferences were well attended and had good evaluations. Plans are being considered for 2018. Discussion about Laura Williams attending our August meeting. Suggestion for all educational events sponsored by components to be run by Donna and educational committee. Robin needs to submit information for ASPAN seminar for in June 2017 for next spring/summer. Adam and Jennifer are on the ASPAN Education Provider Committee. Update from Adam on new opportunities from ASPAN for our component.
Gold Leaf	Angela	5 min	Review of synopsis of reviewers of what we need to improve on. Susan to create spreadsheet with criteria and send to BOD. Plan for 2017 with 2018 submission. Susan has reached out to the component that won this year for advice.
Strategic Plan Review	Susan	5 min	Susan suggested a cyber meeting to review the strategic plan posted on the website. Then we would update strategic plan with date that is goal to complete and then notation when completed.
ASPAN National Conference	Susan	10 min	Attendees: Susan, Robin, Adam, Ashley, Marche, Karen, Cathy, Donna & Wanda Won Shining Star again! Well done, Judy! Thank you for completing documentation. Robin has the award. Lots of comments about our component from the executive leadership. Had 25 attendees at our Meet and Greet. Wonderful contacts made.

			Our silent auction item, a Kate Spade handbag, had the most money raised. Kudos to Karen and Cathy for the item selection. Ashley created T-shirts for the team that were super cute. Great job, Ashley!
Scholarships	Donna	5 min	All scholarship attendees must submit articles for newsletter on an educational session they attended. Donna stated these individuals are aware of this assignment.
Rep Assembly	Robin	5 min	Robin shared her first timer's experience and insight on the RA.
New Officers for 2017	Susan	5 min	Email will be sent to all members to have them submit nominations; next a short CV will be sent out on all nominees that agree to serve if elected; members given 2 weeks to submit their selection; then new board will be announced. We want our component to be in alignment with ASPAN. Discussion about appointed positions having term limit of 2 years. Then can be selected for another term with a total of two term limit and two years before being appointed again. Anyone can attend board meetings, just no vote unless member of board. There are several people interested in becoming members of the BOD and we are encouraged in the new interest.
NCAPAN State Meeting	Piedmont District	10 min	Update.
District Reports			
Mountain	Jennifer	5 min	None
Piedmont	Karen/Cathy	5 min	None
Triad	Sonia	5 min	None
Triangle	Angela	5 min	None
Southeast	Sabre	5 min	None
Coastal	Ellen	5 min	None
Downeast	Ashley	5 min	None
Old Business			
Tablecloth	Judy	5 min	
Webex	Jennifer	5 min	Moving forward?

ASPAN National Conference			
Giveaways	Adam	5 min	Tar heel stickers were a hit.
Theme	Susan	5 min	First in Nursing: Race to distinction....Beat you to the Race...Table looked amazing; lots of positive comments
NC Component Night	Susan	5min	
AD Hoc Committees			
Finance	Chris, Marche, Laura, Cathy		
P & P Bylaws	Robin, Judy, Angela, Tamara	5 minutes	Need to review with dates and goal completion noted.
Research/EBP	Jennifer, Adam, Kathy, Ashley		
Education	Donna, Sabre, Karen, Debbie, Ellen		
Upcoming Dates			
NCNA 9/14-9/15	Judy	5 min	Angela is planning to go
NCAPAN state meeting 9/23 – 9/24	Triangle	5 min	
LDI 9/15-9/17	Susan	5 min	Will be in Kansas City; Let Susan know your intent to go ASAP.

Meeting adjourned 1103

Next meeting August 12, 2017 Greensboro 1000