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| **Meeting Information –Central Virginia ENA Chapter #118** | | | | | |
| **Date/Time:** February 18, 2020  1730-1930 | | **Location:** St. Mary’s Hospital, Room#163 | | **Speaker:** Tasha,  Recruiter for University of Texas | |
| **Attendees** | | | | | |
| President: | Donna Talbot | | Kathy Ingersoll | | Kara Stevenson |
| President Elect: | Alexus Moore | | Karmon Hu | | Lynn Howard |
| Treasurer: |  | | Kelly Schmidt | | Anna Otey |
| Secretary: | Julie McLeod | | Michelle Thorp | |  |
| Treasurer Elect: |  | | Page Buehren | |  |



**Quorum Verified: \_11\_ Voting Members Present**

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| **Agenda Item** | **Discussion** | **Action Items** | **Responsible Party** | **Target Date** |
| ***Call to Order*** |  |  |  |  |
| **Education Presentation** |  |  |  |  |
| ***Approval of Previous Meeting Minutes*** | * Completed—December 2019 |  | Julie McLeod |  |
| **President’s Report** | * Meeting agenda provided. |  | Donna Talbot |  |
| **Treasurer’s Report** | * Information not available. |  | Lisa Dickson |  |
| ***Old Business*** | | | | |
|  | * Teddy Bear Clinic Update:   ~ Julie McLeod has been in discussion with Ashley Hinson, VP of Service for APO @ Bon Secours Memorial College of Nursing, to have nursing students volunteer to help during the Clinics  ~Kelly Schmidt has secured several items for goodie bags to distribute  ~Dates Proposed: Wesley Preschool, 3.26.20; Canterbury Community Nursery School, 4.16.20 | ~ Create Sign Up Genius for two dates  ~ Secure additional items for goodie bags to distribute from HCA and Bon Secours | Julie McLeod | Spring 2020 |
| ***New Business*** | | | | |
|  | * Discussion about and filling of vacant chairs:   ~Anna Otey = Membership Chair  ~Kelly Schmidt = Education Chair  ~Michelle Thorp= Fundraising Chair  ~*vacant=*Government Affairs Chair   * Discussion about State Council’s adoption of revised bylaws. Motion made to eliminate CVENA bylaws. * Discussion about Fundraising   ~Proposed CEN Review Class by Pam Bartley @ Shrader Road in Fall 2020 to generate funds for CVENA  ~Treasurer’s personal home address will receive physical check from all donations generated   * Discussion of how to motivate new member participation   ~ Possible offering of contact hours   * LifeNet possibility * Revive Program possibility * Palliative Care possibility   ~ Possible Stop The Bleed Program offering  ~ Restaurant Fundraisers x2 | * Motion unanimously approved.   Kathy Ingersoll to investigate  Kelly Schmidt to investigate  Kelly Schmidt to investigate  Kathy Ingersoll to investigate | Donna Talbot  Kathy Ingersoll  Donna Talbot  Donna Talbot | 2.18.20  2.18.20  Fall 2020  2.18.20  2020 CVENA Meetings  April 2020  August 2020  June & December 2020 |
| ***Committee Reports*** | | | | |
| **Membership** | * 346 members * 4 new * 14 expiring members   *Discussion about sending letters on behalf of CVENA to all expiring members.* | * Anna Otey will take over as Membership Chair. * Julie McLeod will make and send CVENA letter template to Anna for the letter to be written using | Donna Talbot | 2.18.20  February 2020 |
| **Government Affairs** | * Day on the Hill   *Discussion of State Council sending their selected appointees to Day on the Hill* |  | Donna Talbot  Alexus Moore | 4.28.2020  4.29.2020 |
| **Education** | * Save the Date! National ENA’s 2020 Conference will be Las Vegas * Save the Date! Virginia State’s Conference will be in Richmond, VA * SouthEastern Seaboard Emergency Nursing Symposium (SESS) will be in Myrtle Beach * 21st Annual Rao R. Ivatury Trauma Symposium will be in Richmond, VA * 8th Annual Jewell and Carl F. Emswiller Interprofessional Symposium will be in Richmond, VA | * Kelly Schmidt will continue as Education Chair. | Donna Talbot  Donna Talbot  Kelly Schmidt  Kelly Schmidt | September  8-11, 2020  10.9.20  3.30.2020-4.1.2020  3.20.2020  2.29.2020 |
| **Injury Prevention** |  |  |  |  |
| **Trauma/TNCC** |  |  |  |  |
| **Pediatric/ENPC** |  |  |  |  |
| **Fundraising** | * Donations to CVENA will be accepted again   ~ Amazon Smiles  ~ Restaurant donations  ~Kroger Rewards  ~Goods/items   * TNCC/ENPC classes around Central Virginia will generate funds for CVENA * Motion made to appropriate $6000 worth of funds for CEN Review Class to be hosted by CVENA. * State Council will likely be spearheading a fundraiser by selling ENA jackets in 2020 | * Michelle Thorp will take over as Fundraising Chair. * Motion unanimously approved. | Donna Talbot  Alexus Moore  State Council | 2020  Fall 2020  2020 |
|  | | | | |
| **Member Recognition** |  |  |  |  |
| ***Next Meeting Date/Time***  ***and Host*** | **4.7.20 @**  **St. Francis Medical Center** |  |  |  |
| ***Meeting Adjourned*** |  |  |  |  |
| **Submitted by and Date** | **Julie McLeod, 2.18.20** |  |  |  |
| ***Meeting Minutes Finalized*** |  |  |  |  |