



**Arkansas State University Student Nurses' Association
Strategic Planning Meeting for 2022-2023 Board of Directors
May 5th, 2022
Location: CNHP 604**

1) **Call to Order: 11:30am**

2) **Roll Call:**

President: Emma Farmer - **present**

Vice President: Hannah Farmer - **present**

Secretary: Katie Henley - **present**

Treasurer: Kayte Cook - **present**

Nominations and Elections Chair: Blakeleigh Garrison - **present**

Breakthrough to Nursing: Madison Terrell - **present**

Webmaster: Chandler Conyers - **present**

Public Relations: Parker Ferguson - **present**

Senior Representative: Macey Jones - **present**

Junior Representative: Alaina Allen - **present**

Sophomore Representative: VACANT

Accelerated Representative: VACANT

Faculty Advisor: Addie Fleming - **present**

Faculty Advisor: Kayla Travis - **present**

Visitors:

3) **Announcements**

a) **Welcome**

- i) This is the first official meeting of the 2022-2023 Board of Directors for the A-State Student Nurses' Association. The officers listed above are the newly instated board members and all board members from the previous 2021-2022 year relinquish their duties and office to the officers listed above.

b) **Robert's Rules of Order**

- Roberts Rules of Order will be followed during the 2022-2023 school year.
- Robert's Rules of Order are rules regulating parliamentary procedure and used by most organizations.
- By laws (or rules) found on the website: astatesna.org

-Video of previous board members demonstrating these set rules is as well found on the website: astatesna.org

-Major rule we are held accountable for: **don't speak out of turn!**

c) Professionalism

- i) Professionalism is expected during meetings and functions of SNA at the local, state, and national level by how you speak, dress, and act.

(1) **Hold yourself accountable**

d) Website Information and Bylaws

- i) Bylaws and website information can be found at: astatesna.org

(1) A few bylaws to remember are:

- (a) You are allowed two unexcused absences, if you have an excused absence communicate with Emma (President) or Advisors

(i) **We meet once a month.**

- (b) Must maintain a minimum passing average of a 78% to maintain board seat

- (c) Must maintain a record free of professional behavior documentation within the last 12 months

(i) **Can be a write up.**

-New Business

e) Updating the Website

- i) Everyone needs to send Chandler a little write up about themselves discussing future plans, to post on the Astate SNA Website.
- ii) Headshots for the website
- iii) Try to be more active on Social Media this year!

(1) **MEME MONDAY!! YAY!!!**

f) Sophomore Orientation

- i) **19th, Maybe a Friday**
- ii) **Tentative: Monday the 22nd**

g) Welcome Week Activity

- i) **Take Microsociety Donations**
- ii) **BTN Committee in charge**
- iii) **August 26th**
- iv) **Theme: "Let's TACO 'bout Nursing"**

(1) **Fiesta theme**

(2) **Red, green, yellow colors**

- v) **Budget:**

(1) **Blakeleigh makes a motion for our Welcome Week event budget to be \$350. Hannah seconds. Motion passes.**

h) Nurse Essential Kits

- i) **Accelerated due May 16th, 2022**
(1) **Will be ready for pick up/shipping on Jun 1, 2022**
- ii) **Stethlights**
- iii) **Square Link**

- (1) <https://a-state-student-nurses-association.square.site/>
 - iv) Put kits together on the Monday of orientation
- i) General meetings**
 - i) All meetings will be open meetings
 - ii) Allowed to miss 2 meetings per year
 - iii) Discuss possible dates and times for the next few months
 - (1) Set dates during first meeting
- j) Expectations for the year**
 - i) Be engaged in community things.
 - ii) Follow through with things if you commit to going!
 - iii) Better communication with staff
 - (1) Recruit members
 - (a) Currently at 47 members
 - iv) Several schools require all students to be a member, but we will not
 - v) State convention all members had to go
 - (1) Members had a reduce price
 - vi) Nurses' Day for next year
 - vii) Fundraising/Social Events
 - (1)
- k) Community Service Opportunities**
 - i) Saline Bath Vase Collection
 - (1) For stillborn babies
 - (a) Allows families to take home the baby and take pictures
 - (b) Protects the baby's skin
 - (2) 7 inch flower vases
 - (3) NEA Baptist
 - (a) Will have board members there to take a picture.
 - (4) Donate early in August
 - (5) SNA Board Donation Now
 - (a) Macey makes a motion to make a \$150 donation for the saline bath vase collection community service. Kayte seconds. Motion passes.
 - (6) SNA-Sponsored A-State School of Nursing in August/September
 - ii) Together we Foster
 - (1) In state of arkansas
 - (2) Clothing closet for Foster Families
 - (3) Helps with reunification supplies
 - (4) Allows families to meet here.
 - (a) Every tuesday night
 - (5) Every Tuesday night the closet is stocked
 - (a) Open to Volunteers
 - (6) May 23rd and 24th they are having a Andy's benefit night.
- l) State Convention**
 - i) **Date:** October 12-14, 2022
 - ii) **Location:** Hot Springs Convention Center
 - iii) **Awards**

- iv) Tell your clinical faculty that you will miss Wednesday-Friday at the Start of the Meeting.
- v) You only pay for food only as of the moment

m) Fundraising

- i) T-Shirt Committee
 - (1) Head: Hannah Farmer
 - (a) Members: Blakeleigh, Madison
 - (b) Choice of t-shirt color
 - (c) Rain Jackets pricing at Unique Ink
 - (2) WINGO
 - (a) Head: Katie Henley
 - (b) Members: Kayte Cook
 - (c) If you are in SNA it will cheaper tickets
 - (d) Non-SNA will be more and is open to whole campus
 - (3) Raffle Basket
 - (4) Cornhole Tournament
 - (a) Head: Macey Jones
 - (b) Members: Parker Ferguson
- ii) Contact Elizabeth Rouse and/or other faculty to reserve locations for events

n) Resolution

- i) A resolution is written by 2 authors to be presented and accepted at Nationals for the Board of Nursing associates to approve.
- ii) Presenting in front of the House of Delegates
- iii) Cannot be similar to previous resolutions that have been passed within the last 5 years
- iv) Resolution needs to be finished by January 2023
- v) Student/student groups present a resolution on something you are passionate about that you need assistance with from state/nationals.

o) National Convention

- i) April 2023

p) Stellar School Chapter

- i) National SNA program
- ii) Application (letters of support, fundraising activities the past 5 years)
- iii) List of Stellar School Chapters are on the NSNA website

q) Pins and Cords Ceremony

- i) Pinning
 - (1) Macey- will be in charge
- ii) Graduation: May 6
- iii) Pinning Ceremony: May 5
 - (1) Need to go ahead and book Fowler Center
 - (a) Elizabeth Robinson is the FC contact

r) Budget Approval

- i) The Board needs to approve the operating budget for the upcoming year.
 - (1) Macey makes a motion for the SNA budget to not exceed \$10,000 for the 2022-2023 school year. Madison seconds. Motion passes.
- ii) How much money is in the bank account now?
 - (1) Banking Account: \$17,333.98
 - (2) Fundraising Account (to be transferred to Banking Account): \$927
 - (a) To be deposited: \$1362.00 (Unique Ink 10/6/2021)
 - (b) To be deposited: \$655.48 (Unique Ink Spring T-Shirt order)
 - (c) \$100 will remain in the account to keep it open.
- iii) Set a budget aside for occasional meeting lunches/refreshments
- s) **BTN Committee**
 - i) Head: Madison (BTN Chair)
 - (1) Members: Emma, Hannah, Kayte, Chandler
 - (2) Responsible for Welcome Week, community outreach, etc
- t) **ROO System**
 - i) Report Of Office
 - ii) ANSA does this and it's a great way to ensure that every board member is on task and doing his/her job
 - iii) Every member sends his or her "ROO" to the secretary at least 24 hours before each meeting. The secretary then attaches each member's ROO to the end of the meeting minutes. When roll is called at the beginning of each meeting, the member reads his or her ROO after saying "present"
- u) **GroupMe**
 - i) Check GroupMe frequently in the summer for dates, events, and voting.

4) Discussion

- a) Pinning Ceremony 2022
 - i) Assist with pinning: Emma and Hannah
 - ii) Photos: Katie
 - iii) Senior Ushers: Chandler, Madison, Kayte, Alaina
 - iv) Family Ushers: Parker and Blakeleigh
 - v) Macey will be in attendance to review events for next year.

Important Dates (Tentative):

1. Nursing Essential Kit Order Due for Accelerated: May 16th
2. Build Nursing Essential Kits for Accelerated: June 1st

3. Build Nursing Essential Kits for Traditional: August 22nd
4. Next Meeting: August 22nd
5. Sophomore Orientation: August 22nd

Tasks to get done this summer in preparation for Orientation Week:

- Be in contact with Unique Ink about t-shirt designs/sales.
- Make the saline vase donation to NEA.
- Bulletin board committee will order and plan design/supplies.
- Start forming advertisement flyers for Welcome Week activity.

Chandler makes a motion to adjourn the meeting at 3:00pm. Madison seconds. Motion passes. Meeting adjourned at 3:00pm.