Monthly Business Meeting Minutes

Thursday, June 6, 2019

7:00 p.m.

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| Topic | Comments | **Actions** |
| In Attendance | 2019 Board* President - Lee Walker
* President-Elect - OPEN
* Treasurer - Bonnie Avonrude
* Secretary - Mary Suits
* Director - Martha Bitter
* Director - Sheila Evans
* Director - Karyn Smith
* Past President - Katheryn Courville

Committee Chairs:* Membership:
* Communication:
* Professional Education: Sheila Evans
* Nominating: Katheryn Courville

Representatives* Southern - Tracie Brown & Karyn Smith
* Northern -
 | **In attendance:**Lee WalkerKatheryn CourvilleSheila Evans148 members(down from 161) |
| ENA Monthly Activity Plan  | * State Pulse
 | * Tabled
 |
| Treasurer’s Report | * Checking & Savings – Bonnie
* ENA Quarterly Chapter Assessment Report
 | * From Last month
* Checking $4668.75
* Savings $31.19
* Lee will go with Bonnie to get on checking account
* Bonnie is investigating tax reports that are supposedly “due” However, Bonnie said they should be due in May
 |
| Budget* Lee Walker
 | * Committees need to look at their line items and let LW know how much money to insert for 2019
 | * Lee will work with Chapter leadership to work on Budget
 |
| Chapter Strategic Plan* Lee Walker
 | * Goals
* Priorities
* Committee chair?
* Must be ratification by membership (50%)
 | * Tabled
 |
| Upcoming Business Meeting Dates* Lee Walker
 | * 2019 meeting dates/times
* Interested sponsors/vendors:
	+ Chamberlain University, Lovell Brigham & Katie Johnson
	+ Zoll Life Vest (Karyn Smith)
 |  |
| NEXT MEETINGTopic: General meeting/CroFab with Dr. Steven Green @ UT Health PavillionJuly 16thFUTURE MEETINGS (Zoom & in-person)  Aug 1, 2019 7:00 PM Sep 5, 2019 7:00 PM – General Meeting & Education (proposed). Location: tba Oct 3, 2019 7:00 PM Nov 7, 2019 7:00 PM Dec 5, 2019 7:00 PM – General Meeting & Education (proposed). Location: tbaJoin Zoom Meeting<https://uttyler.zoom.us/j/359989124> One tap mobile+16699006833,,359989124# US (San Jose)+16468769923,,359989124# US (New York)Meeting ID: 359 989 124 |
| Elections for 2020 officers | * Past-President is chair of Nominations committee
 | * Not discussed
 |
| Membership Standing Committee: | * Need a Chair for 2019
* Current Membership list
* Membership drive
* Membership drive at May meeting to coincide with Nurses week. May meeting is May 2
 | * Not discussed
 |
| Communication Standing Committee: | * Website
* Facebook
* Newsletter
* Web Page
* Need a Communications Chair
* Web address:

[www.EastTexasENA.org](http://www.EastTexasENA.org)* Need to advertise the site on FB, via newsletter/email
 | * KC will send John Grevera (webmaster) more info.
* Sheila will send picture
 |
| Professional Education Standing Committee:* Sheila Evans
 |  | * CEN review course to be held in 2020
 |
|  |  |  |
| Texas ENA Quarterly meetings | * 1Q Feb 7-9 in Austin
* 2Q Apr 12-13 in Killeen
* 3Q July 12-13 in Lubbock
* 2 ETENA reps need to attend each
 | * Lee and Bonnie attended Feb meeting in Austin
 |
| New BusinessLee Walker | Stop the Bleed initiative | * KC wrote a strategic plan for STB initiative
* To be approved by board and membership
* Each ETENA STB representative needs their own plan!
 |
| STB ETENA contacts* One East Texas (Longview) collaboration
* UT Tyler collaborative
* RAC-G Piney Woods (Tyler)
* RAC-E North Central Texas Trauma RAC (Arlington)
* RAC-F Northeast Texas (Paris)
* RAC-H Deep East Texas (Lufkin)
 | * KC is meeting with B. Deal from UTT on June 10th to discuss collaboration
* KC will attend RAC-G Aug 2nd quarterly meeting.
* RAC-G has promised 1 STB training kit
* Sheila will contact RAC-F about collaboration with STB. Ask for kit for this region
* KC will ask Karyn Smith to be collaborative lead for RAC-H. Ask for STB training kit. Work to train community
 |
| STB Grant | * KC will seek grant, but need to talk with UTT first..
 |
|  |  | * Status?
 |
|  | * Mail address
* We need PO box or UPS address
* What is address on checking account?
* Bonnie needs to confirm address and add Lee to checking account
 | * Not discussed
 |
|  | * Bank account
* Dan suggested a national bank instead of local bank.
* Bank of America accepts mail in signature cards
 | * Not discussed
 |
|  | * President-Elect – OPEN position needs to be filled. Any volunteers? See below for Bylaws
 | * Lee will recruit president-elect
 |
| **From the ETENA Bylaws****Section III: Vacancies**1. If the office of President becomes vacant, the President-Elect:
	1. Shall succeed to the office of president for the unexpired term, and
	2. Shall subsequently serve the one (1) year term of office of president to which elected.
2. A vacancy in the office of President-Elect may be filled by a current member of the board of directors, or remain vacant as approved by a majority vote by the entire board of directors.
3. In the event that the office of president and president-elect are vacated during the same year:
	1. The board of directors shall appoint an acting president to serve until the next election.
	2. The election of both president and president-elect will be held at the next scheduled election.
4. A vacancy in the office of Secretary or Treasurer may be filled by a current member of the Board of Directors or remain vacant as approved by a majority vote by the entire board of directors.
5. A vacancy in the position of Director may be filled by the individual who received the next highest number of votes in the previous election or remain vacant as approved by a majority vote by the entire Board of Directors.
6. In the event that the office of President is vacated, the Immediate Past President may remain as Immediate Past President for a second term or the office may remain vacant.
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| New Officers | * Log into [www.ena.org](http://www.ena.org)
* Under slide-out menu select “State Council/Chapter Leaders”
* Select “Officer Orientation”
* Manuals & orientation materials
 | * Lee will contact new board members
 |
| Adjourn |  | * KC motioned to adjourn
* Bonnie seconded
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