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 Walker  Katheryn Courville  Sheila Evans  148 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 MEETING  Topic: General meeting/CroFab with Dr. Steven Green @ UT Health Pavillion  July 16th  FUTURE 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: tba  Join 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 |
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| 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 Business  Lee 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 |