

# MINNESOTA STUDENT NURSES ASSOCIATION

## Executive Board of Directors Meeting

### Phone Conference

Sunday, February 13th 2011

6:00pm

- 1) **Call to Order:** The monthly meeting of the executive board was called to order at 6:01 pm by Stephanie Revermann President
- 2) **Roll Call:** The roll was called by Stephanie Revermann, President  
**Those present:** Stephanie Revermann, President; Hailey Pearson, North regional director; Josh Wallenstein, South regional director; Betsy Richter, Secretary and treasurer; Jaime Stanczyk, Director of Communications; Mona Shirazi, Convention Chair; and Gary Gillitzer, Faculty Advisor  
**Those absent:** Linda Mash, MNA Liaison
- 3) **Minutes:** The minutes from the January 20, 2011 executive board meeting were distributed via email and read.

**Motion: It was moved and seconded to accept the minutes of the January 20, 2011 executive board meeting.**

**Submitted by: Jaime Stanczyk and seconded by Hailey Pearson. Action: Carried.**

- 4) **Report of the Treasurer:** The report was given by Betsy Richter and a written report was distributed and is attached to the minutes. Highlights of the report included:
  - a) Current accounts paid and received reviewed. As of January 19, 2011 balance is \$15,963.92.

**Motion: It was moved and seconded to accept the report of the treasurer.**

**Submitted by: Jaime Stanczyk and seconded by Hailey Pearson. Action: Carried.**

- 5) **Reports from officers and committee chairs:**
  - a) **Report of the President:** The report was given by Stephanie Revermann. Highlights included:
    - Upcoming Day's on the Hill. Plan to contact both MNA and MOLN and ask for an opportunity for MSNA to speak to the students. Stephanie Revermann is going to send an email from the president.
  - b) **Report of the Convention Chair:**
    - Nothing new to report. More discussion on convention to follow.

c) **Report of the Director of North:** The report was given by Hailey Pearson. Highlights included:

- Nothing new to report. More discussion on convention to follow.

d) **Report of the Director of South:** The report was given by Josh Wallenstein. Highlights included

- Nothing new to report. More discussion on convention to follow.

e) **Report of the Director of Communications:** The report was given by Jaime Stanczyk. Highlights included:

- Website: Has been keeping main and convention page updated
- Online Registration extension? It was decided by the board to extend online registration for convention until Wednesday, February 16, 2011 at 12pm.

**6) Unfinished business:**

a) None to report.

**7) Items for Discussion:**

a) Convention

1. Schedule: Nothing has changed since last meeting. Up to date on website.
2. Ballots: There are still some positions with no applicants. Stephanie Revermann and Betsy Richter are going to talk to the 3 applicants for BTN position to see if they may be interested in other open positions if they are still vacant on Monday.
3. Menu: Chosen by board via e-mail. For breakfast, continental style without fruit to save \$2.00 per person. Sandwiches for lunch. Chicago-style popcorn for snack.
4. Speakers/Panel/Vendors/Volunteers/Resume reviewers: Letter with convention details sent to all panel members, speakers and volunteers. Josh made a column on the master document to record who this has been sent to. There are a few missing email addresses. Board members will help to fill in the missing email addresses.
5. T-shirts: Stephanie Revermann has placed the order and will pick them up this week.
6. Registration
  - Volunteers: 3<sup>rd</sup> District will be sending two, Mona Shirazi has one, Betsy Richter has a few, possibly Kelsey Scanlon and Hailey Pearson's moms. Separate check-in booth for vendors and speakers as they will be coming in throughout the day. Make a list of all people coming that lists where they will be set up/where to go.
  - Nametags: Hailey Pearson will work place the order for badge holders this week and they will arrive by convention.
7. Advertisement
  - Postcards: Went out yesterday.
  - Program: Order was placed on Thursday. Betsy and Jaime will print the red insert this week and include any last minute changes.

- Door prizes: NEC is going to send some books for door prizes. Have not yet been received. Betsy Richter will follow up.
- Bags/handouts:

**8) New business:**

- **Statewide event:** More discussion about this after convention
- **Online Portfolio:** Josh discussed with board. Wants to put on website for members.
- **Annual Convention, Salt Lake City / Board transition:** Discussion about sending a board member to convention to help the new board/transition

**9) Date/Time/Place of next meeting:**

Next meeting date time and place to be determined after convention.

**10) Adjournment:** The meeting was adjourned by the president at 8:12 pm.