

Exec Meeting 9/24/09

Present: Jan Nykodym, Chris Bartholmew, Susan Fabian, Carol Boal, Ruth Burns. Alicen Hardy, Suzey Delger, Sharon King, Meaghen McClellan WDE\\:

**Minutes**-reviewed and April Minutes on WSNA website, and executive meeting minutes from 8/27/09 reviewed and approved with changes.

**Treasurer's report:** See copy of Income- Expense sheet. Discussed how records were kept and Carol has everything documented in the registry.

**National Director report:** Chris has offered to help Suzey with the transition of the position in January. Will transfer books at October meeting. Everything is together to be handed off at the fall meeting.

Chris brought up issues from NASN.

- Electronic voting is cheaper than snail mail votes. NASN will need to change some by-laws and then hope to get better response for voting by the members as a whole.
- External Advisory Board for NASN: to broaden the view for NASN
- Position statements and briefs wanted so major authors will have names on them, so they can then use on their Resumes.
- Split dues: NASN wants to offer split dues over 3 payments, and then the Wyoming dues would come into budget in 3 payments. The states that are requesting a need to have split dues, those nurses also have to pay union dues. Plan to see what the majority of members at our October meeting, about having split due payments.
- School nurse of year award from NASN will take effect in 2010.

### **Old Business**

**Correspondence:** from Dr. McBride states that Meaghan McClellan in the interim is the school nurse contact at WDE.

**WSNA School Nurse Practice Guidelines:** the 4 of us are working on the individual sections. To be done for draft in April and distribution in fall of 2010. (Wendy, Carol, Alicen, and Ruth).

**Website Management:** Carol has been talking with someone to help us or are we willing to learn if needed. Discussed ways to get funding for someone to manage the WSNA website. One suggestion was to use funding or donations to fund the website. To be discussed at October budget meeting.

**School Nurse Orientation:** How do we want to approach this as we look ahead at finding either the Department of Education for funding to cover the cost, but be presented by school nurse's. Should we look at doing it the summer in 2010? It would be nice, we discussed that there will need to be

planning and set up and getting the speakers. We had lot of discussion about situations that are happening in various schools in Wyoming. We have at least 11 new school nurses this year. Who knows how many started in 2008-2009? We are asking the WDE for \$3,000.00 to help cover costs. We plan to bring this up at the October meeting to see how many would like to attend, and start planning in early January for summer of 2010.

Chris also discussed having the NASN president come to Wyoming in 2010.

### **New Business**

**WSNA Policy and Procedure Manual:** Jan has went through her President's manual and wants to start a manual and will put on a CD so we can all have a copy.

How and what do we do with donations that are sent to WSNA, so we will have the funds for professional development.

Also discussed how to handle fund raising and donations received from other sources.

### **Committee Work**

**Education:** Suzey will lead the committee, pick dates, ideas for meeting agenda and topics. Discuss school nurse orientation workshop, time frames. April 17<sup>th</sup> is a tentative date.

**Budget/Membership:** Income/ Expenses budget, website costs, and possible split dues. Discussed how to contact area reps and continue to build on that plan.

**Legislative:** See Wyoming Nurse for the date of the meet the legislatures. We need to open the discussion at the October meeting and encourage school nurses to attend. It was brought up to have the immunization law changed to have the immunization records at registration. Chris discussed that she has brought up this up to the attorney general and we need to do at committee. Discussed doing a draft letter in committee.

**Bylaws:** Bylaw changes discussed and Sharon King will run the committee and voting on each change in the bylaws.

**President,** President elect and secretary will be up for vote at the Spring meeting.

**Memo:** going out tomorrow from WDH and Chris read this memo to us over the Video, about school closures and canceling sporting events.

**Plan for October 2-3<sup>rd</sup> conference:**

Attendance at present is 32 and we make up to \$2800 income over expenses. We have at least 14 rooms so far so we will get credit for these with Little America, for all the day's people stay. (So we can get the cost of the meeting room paid for).

Down the road we need to look at getting donations to help support our group as a whole. Alicen shared the donation forms on how we can raise funds.

Make a wish is going to have a table at the conference, as well as Centsible Nutrition has a table.

Next WEN Video conference planed for January 28<sup>th</sup> from 4-6PM.