



## BOARD MEETING AGENDA & SUMMARY

**MISSION:** As a state association of ANA, exists to promote the practice, development and well being of NH nurse through education, empowerment and healthcare advocacy.  
**VISION:** Cultivate the transformative power of Nursing.

<b>Date:</b>	August 21, 2017	<b>Start / End Time:</b>	5:48 p.m.- 8:00 p.m.
<b>Location:</b>	NHNA Office	<b>Chair (facilitator):</b>	B. Bagley
<b>Purpose:</b>	Board Meeting	<b>Recorder:</b>	C. Petrin

**BOARD MEMBERS AND GUESTS:**

Bobbie Bagley	Carmen Petrin	J. Widmer, ED
Carlene Ferrier	Kristine Hering (excused)	J. Joy (guest)
Barbarajo (BJ) Bockenbauer (excused)	Dana Mott	
Pamela Kallmerten (excused)		

**MEETING AGENDA & MINUTES:**

Agenda Topic/Link to Mission and Vision	Discussion Summary	Action / Follow-Up	Responsible Person(s)	Due Date
Welcome/President remarks	<ul style="list-style-type: none"> <li>B. Bagley welcomed attendees.</li> </ul>	N/A	N/A	N/A
Additions/New Business –	<ul style="list-style-type: none"> <li>NH Magazine feature on nurses.</li> <li>Partnership with ANA Healthy Nurse, Healthy Nation</li> <li>MSD addition to bylaws.</li> </ul>			
Approve Minutes of BOD Meeting July 17, 2017	<ul style="list-style-type: none"> <li>J. Widmer revised minutes of July 17, 2017, as noted on copy sent to BOD members prior to meeting.</li> <li>Minutes were reviewed.</li> </ul>	<ul style="list-style-type: none"> <li>C. Ferrier made a motion to accept the July 17, 2017 minutes as revised by J. Widmer. Seconded by D. Mott. Motion carried.</li> </ul>		
Financial Report July 2017	<ul style="list-style-type: none"> <li>Financial report presented by J. Widmer. Presented Commentary on year-to-date data.</li> <li>Membership has increased by 10.5%.</li> <li>No CE report for July. NEMSD reports are issued</li> </ul>			



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	<p>quarterly. NHNA still has deficit for CE.</p> <ul style="list-style-type: none"> <li>• Doing well on program revenues.</li> <li>• Website is on budget.</li> <li>• Expect NEMSD third quarter billing in next few weeks. NHNA has reserves to cover this expense.</li> <li>• NHNA remains financially stable.</li> <li>• Twitter account has been set up. J. Widmer suggested that individuals receive an incentive for following NHNA on Twitter, such as a wrist band to be given at the 5K run. Estimated cost: \$200.00.</li> <li>• T shirts for 5K run: \$4.00/shirt. Shirts will have NHNA logo and logo of four sponsors on front of shirt. Health Fair vendors and participating organizations will be listed on back of shirts.</li> <li>• Sponsors are paying \$500.00 or \$1,000.00.</li> <li>• Tables for nonprofit organizations with health topics are free.</li> <li>• Health Fair is to draw community participation and to get press coverage.</li> <li>• 5K run budget: breaking even so far.</li> </ul>	<ul style="list-style-type: none"> <li>• BOD members agreed to give away first 50 shirts and to sell the others. Will purchase 200 shirts.</li> <li>• J. Widmer will meet with the Rivier Student Nurse Association and will reach out to Epsilon Tau and Sigma Theta Tau.</li> </ul>	<p>J. Widmer</p> <p>J. Widmer</p>	
ED Report	<ul style="list-style-type: none"> <li>• ED report reviewed by BOD members.</li> <li>• Membership goal was met with 10.5% increase.</li> <li>• Commission on Nursing Practice is planning the NHNA Annual Meeting. Event will be opened to licensed nursing groups. A keynote speaker has been selected.</li> <li>• Dinner: tapas format arranged with Alan's of Boscawen.</li> <li>• Recipients of nursing awards and President's award must be determined by end of September.</li> <li>• Discussion regarding potential sponsors at Annual Meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• New person at McAuliffe-Sheppard Discovery Center states that no outside food is allowed. This issue must be resolved.</li> <li>• Check with F. Wilson for list of previous sponsors.</li> </ul>	<p>J. Widmer</p> <p>J. Widmer</p>	
NH Magazine	<ul style="list-style-type: none"> <li>• B. Bagley and C. Ferrier were contacted by NH Magazine regarding partnering with NHNA for a feature story regarding "Excellence in Nursing 2018", to be published in May 2018. They would highlight specialty areas and associations. A gala affair will also be held at the</li> </ul>	<ul style="list-style-type: none"> <li>• Motion was made by B. Bagley and seconded by C. Petrin to accept a partnership with NH Magazine to host/sponsor</li> </ul>		



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	<p>Radisson Hotel in Manchester when awards will be presented on May 22, 2018.</p> <ul style="list-style-type: none"> <li>• NHNA would be responsible for determining the categories and the peer nomination process as well as organizing the scoring and selection process.</li> <li>• NH Magazine would create the ballot and scoring form.</li> <li>• A judging committee would involve the NEMSD.</li> <li>• This presents an opportunity for members to micro volunteer. An Ad Hoc Committee or Task Force could be created.</li> <li>• Nomination submission open October 1, 2017, close January 4, 2018. Judging would be held January 7-18, 2018.</li> </ul>	<p>the Excellence in Nursing 2018 award event. Motion carried.</p> <ul style="list-style-type: none"> <li>• B. Bagley will inform NH Magazine.</li> <li>• J. Widmer will draft a letter for NHNA membership regarding this event.</li> <li>• Nomination forms will be made available at the NHNA Annual Meeting on October 25, 2017.</li> </ul>	<p>B. Bagley</p> <p>J. Widmer</p> <p>J. Widmer</p>	
NEMSD BOD Meeting	<ul style="list-style-type: none"> <li>• J. Joy reported on the NEMSD BOD meeting.</li> <li>• Discussed ramifications of the significant ANA financial loss. It is anticipated that ANA will withdraw all financial support to all MSDs by the end of December 2017. We must explore other sources of income.</li> <li>• One big anchor is the CE program. ANA ended its commitment to the computer program without notice. It is questioned why the CE program is so costly (\$120,000).</li> <li>• In the past, the NHNA CE program cost was \$12,000-\$15,000. It now costs \$5,272.40 quarterly/\$21,108/year for NHNA. There are two salaries and administrative costs for NEMSD. NEMSD must examine what they are doing and do a complete evaluation of the CE program.</li> <li>• NHNA has mostly approved providers and only few individual applications, decreasing CE revenue.</li> <li>• A letter will be sent to ANA to request that the NEMSD ED and NEMSD President participate in ANA calls.</li> <li>• Another letter will be sent to ANA requesting ANA accountability for their financial loss.</li> <li>• Lynn Wasylina is the new ANA CFO.</li> <li>• Findings of the 2016 audit by ANA were discussed.</li> <li>• The sustainability of the NEMSD was discussed. Letters to ANA from NEMSD:               <ul style="list-style-type: none"> <li>○ Regarding CE issues.</li> </ul> </li> </ul>			



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	<ul style="list-style-type: none"> <li>○ Legal/accounting services for MSDs. We are not using ANA services anymore. NEMSD will establish their own financial management independence.</li> <li>• NEMSD expenses will increase next year. They will not pursue another ED and hope C. Ryan will continue in this role. J. Joy manages governance bylaws for NEMSD. J. Widmer is doing human resources for NEMSD.</li> <li>• NEMSD metrics were reviewed. Membership is approaching goal.</li> <li>• NEMSD states are willing to continue with the MSD for now. We need to increase membership. Discussion regarding how to increase participation. It was felt that people want parties and fellowship, not presentations.</li> <li>• We need a report on the financial viability of the NEMSD. They will draft a report to present at the NHNA Annual Meeting.</li> <li>• Concern regarding having the NEMSD logo on NHNA CE certificates and business cards was discussed. The NEMSD logo will be eliminated from our cards. The website has a standard banner. There is a small NEMSD banner in the background. NEMSD will develop guidelines regarding how to use the NEMSD logo by August 25<sup>th</sup>.</li> <li>• There will be an increase in frequency of Executive Committee meetings.</li> </ul>	<ul style="list-style-type: none"> <li>• B Bagley will ask F. Wilson to check cost of NHNA business cards.</li> </ul>	B. Bagley	
Website: Mission/Philosophy Statement	<ul style="list-style-type: none"> <li>• Discussion regarding philosophy: question how old it is.</li> <li>• Discussion regarding posting the NHNA vision, mission and goals from our Strategic Plan on our website.</li> </ul>	<ul style="list-style-type: none"> <li>• Philosophy statement will be deleted from the NHNA website. The NHNA vision, mission and core values from our Strategic Plan will be posted on the website.</li> </ul>	J. Widmer	
Office Lease for 2018	<ul style="list-style-type: none"> <li>• J. Widmer reported on options for office space. Rent will increase to \$459.00/month (3% increase).</li> </ul>	<ul style="list-style-type: none"> <li>• NHNA will stay in our current office space.</li> </ul>	J. Widmer	
Bylaws Change r/t NEMSD	<ul style="list-style-type: none"> <li>• NHNA's relationship with the NEMSD must be specified in out bylaws. Since we already submitted our proposed revisions to ANA for their review, there is insufficient time to make further changes.</li> </ul>	<ul style="list-style-type: none"> <li>• The bylaws changes related to NHNA's relationship to the NEMSD will be deferred until next year.</li> </ul>		



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Common Bond Loan Refinance Program	<ul style="list-style-type: none"> <li>NHNA did not receive substantial revenue from ANA. We are committed to the NEMSD.</li> </ul>	<ul style="list-style-type: none"> <li>NHNA will not participate in this program.</li> </ul>		
Website Posting of Education Programs	<ul style="list-style-type: none"> <li>J. Widmer receives emails requesting that NHNA promote educational programs on our website. She requested guidance from the BOD regarding how to do this as a benefit to our membership. We need criteria on what to post on our website.</li> </ul>	<ul style="list-style-type: none"> <li>J. Widmer will refer requests to the Executive Committee on an individual basis for a decision for posting on our website.</li> </ul>	J. Widmer	
Healthy Nurse, Healthy Nation	<ul style="list-style-type: none"> <li>Action Coalition is requesting that NHNA join as a premier partner in this endeavor (we currently have "friend" status). NHNA would have to get 25 members to sign up and do a survey. Six parameters are measured and scored, collecting meaningful data. There would be media coverage. This could be promoted on Twitter and at our health fair.</li> </ul>	<ul style="list-style-type: none"> <li>BOD agreed. J. Widmer will upgrade our status to premier and will send an email to our membership. H. Clayton will be informed of this endeavor.</li> </ul>	J. Widmer	
Adjournment	<ul style="list-style-type: none"> <li>Meeting adjourned at 8:00 PM.</li> </ul>			