

MEETING MINUTES OF:

DATE: August 21, 2014

PRESENT: Patti Varga, Carol Sabel, Maureen Greene, Peg Rauschenberger, Stephanie Bruce, Ann Van Eerden, Kit Stevic, Shanita Washington.

ABSENT: Mary Polchert, Linda Piacentine, Joann Lomax, Mary Ann Mosley, Jill Guttormson, Ann Pecorra, Bob Topp, Margaret Callahan.

PRESIDING: Carol Sabel

HELD: CH 291, Alverno Campus

Call to order at 1705 pm

SUBJECT	DISCUSSION	ACTION FOLLOW-UP DATE
Welcome and Introductions	Everyone introduced themselves and their role	None
Induction	<p>Congratulations to Barb Haag-Heitman and Marilyn Frenn.</p> <p>They are being inducted into the Fellows of the American Academy of Nursing.</p> <p>Suggestion to send flowers to them.</p>	<p>Approved by board. Patti Varga will take care of this so that the flowers will arrive upon their return.</p>
Treasurers Report	<p>See attachment. Stephanie Bruce reviewed the report. Current balance is \$32,099.47.</p> <p>Discussion of investing money so that we can make money instead of letting money sit.</p> <p>Discussion of investing a third of funds.</p> <p>We are still having some difficulties with the transfer of board members as signees.</p>	<p>Penny Alt-Gehrman will work on getting signees resolved and Carol Sabel and Stephanie on account.</p> <p>S. Bruce will consult banker for investment options and bring back to board. Will try to get banker to attend next meeting.</p>
Strategic Plan – Leadership development	<p>1. Committee for program planning. Discussion involving a committee to plan educational and social events. Committees or individuals to plan these events.</p> <p>2. Key award – Question as to why we do this. Maureen Greene stated to show international what we are doing and to receive recognition. The question was raised as to whether we are doing what we need to meet key award objectives. Also there is concern regarding lack of volunteers, lack of knowledge. It was suggested that the award provides incentive to do activities in order to meet requirements, keeping the chapter more active. Key award requirements are being used to drive our strategic plan.</p> <p>Discussion continued as to why we are striving for the award and when is best time to pursue award. Suggestion for committee to look at how to meet key award objectives for next biennium. Key award objectives can be used to drive chapter even if we do not</p>	<p>1. Vice presidents Linda Piacentine and Ann Van Eerden will work on this.</p> <p>2. Put structure in place now and see where we are at for next biennium.</p> <p>Increase involvement of members through key activities.</p> <p>Agreement that Task Force will be developed to investigate this. Six</p>

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	<p>apply for award. Suggested that plan publishes this on website so that all are aware of activities.</p>	<p>member committee to head up this Task Force.</p> <p>Suggest people to be on this Task Force. Submit names to Carol or ask persons themselves. Students should also be considered. Paula Pintar has been suggested as chair. One year commitment, meet every other month with independent work between meetings. Maureen will facilitate six people and mentor them for this purpose. Ann will contact Paula.</p>
<p>Strategic Plan – Membership Engagement</p>	<p>1.Speakers on campuses: Who can DGAL support? What is happening on campuses this year?</p> <p>Campus activities that are already scheduled include:</p> <p>Community conference in October at Alverno. Forum at Alverno – sponsored by Nursing. Open House of Sim center, Children’s Hospital. Building Bridges, Marquette Forum.</p> <p>Discussion of monetary support for this activity.</p> <p>2.Discussion was held to increase membership engagement by having activities that give back to members: Reduced ticket prices for members to events i.e. Brewer game. Each one, reach one – bring a friend to the meeting and get a discount or a free drink.</p> <p>Save the date letters went out.</p>	<p>1.Kit Stevic will investigate supporting at MU, Carol and Peg Rauschenberger will investigate supporting at Alverno, Shanita Washington will investigate support at Children’s.</p> <p>2.Program committee can work on this for the future.</p>
<p>Chapter Operations</p>	<p>Research chair – Bob Topp. He will coordinate November research event. Criteria was sent around to review for proposals. Unanimously accepted.</p> <p>Kit Stevic is Building Bridges liaison.</p>	<p>Welcome to these new board members</p>
<p>Publicity and Recruitment</p>	<p>1.Call for abstracts have been sent out for the Research Grant Award. Also on website.</p> <p>2.Meet and greet: at Children’s. Shanita brought forward information regarding DGAL having a booth at November’s pediatric conference. Skirted table and 2 chairs are provided, wi-fi. Conference is research based, evidence based conference. \$250 fee. Opportunity for door prize is usually included at each booth. DGAL will need handouts for distribution. Can obtain materials from website. Suggested to have information on how to join, our events, research award winners, pictures on loop on laptop, volunteer opportunities. It was approved that we would order DGAL materials for give-away at this and other events from the STTI website. The board unanimously approved spending \$1,000.00 so materials will last a couple of years. For door prize: Vote was unanimous</p>	<p>1.Ann Porecca is working on this.</p> <p>2.Shanita has brought paperwork.</p> <p>Ann V. and Shanita will order materials from website. Need people to man the booth from 0800-1600. Shanita will purchase materials for door prize. Stephanie will submit paperwork to Children’s.</p>

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	<p>for purchasing door prize of \$50 gift card from Amazon and a book from STTI.</p> <p>Maureen discussed possible North Market meet and greet: Not for this fall, look toward nurses' week next spring.</p> <p>3.Community oriented plan/project: DGAL would like to work in combination with student groups from MU and AC. ACSNA wishes to have a community project which will fit with STTI-DGAL. This will also involve students.</p>	<p>3.Student association leaders will contact each other and arrange something.</p>
Award Banquet	<p>Invitations have been sent. RSVP deadline is 8/31. All awardees have accepted and will be attending. Script reviewed. Awardees will say a few words. Awardees gifts were discussed and will be ordered. Unanimous approval to spend \$200 for gifts and plaque engraving.</p> <p>Need photographer, check-in.</p>	<p>Linda P. will welcome, Carol will introduce awardees, Ann V. will close. Ann V. will order gifts.</p> <p>Patti V. will photograph, greeter will be Kit and Stephanie.</p>
Fall joint chapter event	<p>Did not get scheduled. Ann V. has contacted Eta Nu representative and has had no response. Ann V. and joint chapter committee is meeting in October regarding Winter event. This event will be held at Alverno. Winter event is scheduled for 2/4/15. Hors d'oevers, dinner, nursing in different areas. Student attendance is encouraged. Students will receive discount. Members may sponsor a student. Suggested having monies set aside for joint events.</p>	<p>Ann V. will continue working on this event.</p>
November Research Conference	<p>Follows burn center. Will be held on November 6. Some time for cash bar and snacks after burn seminar, then research event.</p>	<p>Bob Topp and the research committee will be finalizing presenters and award recipient.</p>
Succession committee	<p>Shanita and Mary Ann are on this committee at this time. Need one more person. Discussed how this could be done for one year provision as this is an elected position. Carol S. will appoint a person for the remainder of the year and this position will be placed on the next ballot.</p>	<p>Suggestions for candidates to Carol. Carol will appoint.</p>

Adjourned at 1842. See attachment below.

Respectfully submitted,

Penny Alt-Gehrman
Name

Financial Report to Delta Gamma Board

Aug. 21, 2014 by Stephanie Bruce, Treasurer

1. Income and Expense Report included below
2. Will file 990 N form with IRS by November 15, 2014 as required by law

Statement of Income –

Expenses

#2626 Joint Chapter Meeting	-146.00
#2627 Irene Cvetich Secretary Services	-150.00
#2628 Nick Pumilla 4/1-6/31 web services, domain and hosting	-755.00

Current checkbook balance is \$ 32,099.47

STTI Financial Calendar

September

Check will include:

- Membership dues returned to chapter
 - o Renewing members from March 1 – August 31
 - o Newly inducted members from March 1 – August 31
 - o Any ceremony and/or guest fees collected from new members from March 1 – August 31*
- Chapter Services Fee is deducted from check
 - o Each chapter of The Honor Society Nursing, Sigma Theta Tau International, is assessed an annual fee that helps to ensure the consistent availability of high-quality products and chapter services. The chapter services fee is automatically deducted from a regularly scheduled chapter check issued to each chapter by the honor society. For more information see the basic services page.
- Chapter Liability Insurance Fee is deducted from check
 - o This policy provides payment in the event of a “liability” loss that caused injury or property damage. It protects the chapter against liabilities that arise from their daily operations, meetings and other officially sanctioned chapter events.
 - o The cost to your chapter for this insurance is based on the number of active members in your chapter as of July 1. Read more

November

Check will include:

- Membership dues returned to chapter
 - o Renewing members from September 1 – October 31
 - o Newly inducted members from September 1 – October 31
 - o Any ceremony and/or guest fees collected from new members from September 1 – October 31*

March

Check will include:

- Membership dues returned to chapter
 - o From renewing members from November 1 – February 28
 - o From newly inducted members from November 1 – February 28
 - o Any ceremony and/or guest fees collected from new members from November 1 – February 28*