

West Central Ohio Chapter 0NS
Board Meeting Minutes
1 Sept 2009

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| <p><u>MEETING DATE:</u></p> <p><u>TUESDAY</u></p> <p><u>1 SEPT 2009</u></p> <p><u>5:30</u></p> | <p><u>ATTENDEES(AS MARKED WITH AN X)</u></p> <p><input checked="" type="checkbox"/> MARY MURPHY, PRESIDENT</p> <p><input checked="" type="checkbox"/> LADONNA HINKLE, PRESIDENT-ELECT</p> <p><input checked="" type="checkbox"/> KAREN AGNOR, IMMEDIATE PAST PRESIDENT</p> <p><input type="checkbox"/> NAN LAWARY ,MEMBERSHIP CHAIR</p> <p><input checked="" type="checkbox"/> JAN RAFFERTY, SECRETARY</p> <p><input type="checkbox"/> DARLA SUBLER, TREASURER</p> <p><input checked="" type="checkbox"/> JACKIE MATTHEWS, PROGRAM CHAIR</p> <p><input checked="" type="checkbox"/> SUSIE NEWTON,INTEREM SCHOLARSHIP CHAIR</p> <p><input type="checkbox"/></p> | <p><input checked="" type="checkbox"/> MARY MURPHY, OUTREACH OHIO LIASON</p> <p><input type="checkbox"/> PEGGY JONES, NOMINATING CHAIR, ARCHIVES</p> <p><input type="checkbox"/> ELENA MIKALOUSKAS, COMMUNITY OUTREACH</p> <p><input checked="" type="checkbox"/> BETTY CRADDICK, CEU COORDINATOR</p> <p><input checked="" type="checkbox"/> BARB STERLING, MEMBER-AT-LARGE</p> <p><input type="checkbox"/> BARB PAXSON, NEWSLETTER, VIRTUAL COMMUNITY</p> <p><input checked="" type="checkbox"/> JAN RAFFERTY, LEGISLATIVE LIAISON</p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> | <p><u>LOCATION:</u></p> |
| <p><u>NEXT MEETING:</u></p> | | | |

| AGENDA | DISCUSSION | ACTION/FOLLOW-UP | RESPONSIBLE PERSON |
|--------------------------|---|---|--|
| 1. Welcome guest | <p>Guest Jill Reese-clinical education at Dayton Physicians</p> <p>Julie Strohemier at Dayton Physicians chemo room</p> | Introduction and hello's discussed the board and what it does | [Responsible Party for Action on Agenda Item #1] |
| 2. Approval of minutes | <p>Minutes and changes approved</p> <p>Mary has Roberts Rules and was sent from National a Chapter Success kit on flash drive. Mary also has the book Leadership-21 indispensable qualities of a leader</p> | <p>Motion to approve-Jackie</p> <p>Motion to second –Karen</p> | <p>J. Matthews</p> <p>K. Agnor</p> |
| 3. Meeting Dates-2009 | <p>11/3, November 3rd also is election day 12/1(Christmas Party)</p> | <p>Nov 3rd election day</p> <p>Barb to make final arrangements for the Christmas party</p> | B. Sterling |
| 4. Meeting Dates 2010 | <p>1/2, 3/9, 5/11, 9/14, 11/9, 12/2(Christmas Party)</p> <p>Will need to select annual retreat date-need to accommodate summer schedules</p> <p>Reduction of Board meetings in 2010 -may need to go to quart. Encourage committee work independent of the board and have board work more efficiently.</p> | | Board |
| 4. Strategic Plan Update | <p>Copies available for board members</p> <p>We Need to add logos , local and national also need to add our mission and vision statement</p> <p>ONS world wide –have pen pal</p> | Mary to add vision and mission statement | M. Murphy |
| 5. <u>Old Business</u> | Mentor ship weekend (Mary and LaDonna) | <p>Will write article for newsletter</p> <p>Make sure send 2 people next year-hopefully people haven't attended</p> | <p>M. Murphy</p> <p>L. Hinkle</p> |

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| | <p>Facebook –It is possible for the chapter to join and network and talk. National has an account for our chapter</p> <p>10/10 /10 program get 10 facebook friends, get 10 new members, get \$10</p> | <p>Have papers from all classes-anyone can see</p> | |
| <p>6. <u>New Business:</u></p> <p><u>Committee Reports</u></p> <p>1. Treasurer’s Report</p> | <p>Darla sends report that we have \$8073.33 in our account</p> | | |
| <p>2.Membership (Nan/ LaDonna</p> | <p>Total members: 101</p> <p>Renewals-81</p> <p>New members-19</p> <p>Associate Members-1</p> <p>Appointed members-1</p> <p>Membership packets due out by 10/1/09-will be e-mailed unless member requested snail mail</p> <p>Packets have been review by board, are just waiting for potential programs to be added</p> <p>Chapter Size-small—1 to 69</p> <p>Medium—70 to 139</p> <p>Large-140 plus</p> <p>Chapter awards-newsletter award won by Metro</p> | <p>All viewed</p> <p>Have list of ONS will mail to local Nurses not in the chapter to try and recruit</p> <p>Karen to e-mail about liaison</p> | <p>L. Hinkle</p> <p>K. Agnor</p> |

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| | <p>Detroit and Tennessee—Barb will look at these newsletters and review them</p> <p>4.7% members give to the foundation-Our chapter will donate the 50/50 raffle</p> <p>Voting –The Michigan Chapter had 100% of their members voting</p> <p>Dues clarification :</p> <p>\$6 for students</p> <p>\$15for RN’s (if join late with only 1-2 meetings can go as guest)</p> <p>Chapter</p> | <p>Barb will look at these newsletters and review them</p> | |
| <p>3.Scholarships</p> | <p>Deadlines and applications:</p> <p>Chapter Excellence Award applied for by Mary</p> <p>Jill Reese received an award for education excellence</p> <p>Jan Rafferty applied for IOL</p> <p>Next deadline is for the NIWI award/scholarship due 1 Nov</p> <p>The Alice Jordan award (Jackie/Mary)-working on</p> <p>We would like a plaque for this award-where to put it—The floor where Alice worked and Center for Nursing Excellence suggested</p> | <p>Alice –years of nursing 1974-2005, then volunteered in women’s health 2005-2007</p> | <p>Board</p> |

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| | | Decided the CNE would be the first choice for plaque. | |
| 4. Legislative/Political Advocacy report | <p>Finished Advocacy 101- very basic but informative</p> <p>Re joined ONSTAT</p> <p>Will write brief article for newsletter</p> <p>Would like to have applications for members for ONSTAT available at the meetings</p> | Jan to check with national and get applications | J. Rafferty |
| 5. Board Vacancies and Recruitment | <p>Vacancies are a problem</p> <p>Need to encourage and get more members to apply for committees</p> | | Board |
| 6.Outreach Ohio Meetings | Next meeting 17 th October. Place to be announced | | M. Murphy |
| 7. Newsletter/Virtual Community | <p>Deadline dates 10/15, 1/15 2010</p> <p>Membership profile -to highlight members and board</p> <p>Barb added:</p> <p>facebook and twitter to the page</p> <p>Graphics and some fun interesting stuff. Would like</p> | | B. Paxson |

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| | to add community outreach. | | |
| 8. Community Outreach | <p>Pan Ohio Bike Ride-Aug 2 (10-1) had several members very nice day, inspirational. Gave out water and granola all riders very appreciative.</p> <p>Collection for ONS Foundation 9/09</p> <p>September-Will be the annual meeting with reports form board to entire chapter</p> <p>Still will collect mittens/hat in November</p> | | E. Mikalauskas |
| 9. Nominations (Peggy) | | | |
| 10. Archives/Record Keeping | <p>Record Keeping-Mary has the black box. We need to organize and inventory the info. If you have any info send/give to LaDonna</p> <p>Need to collect and organize chapter information. It was suggested that we keep old info on paper and new on disk</p> | | |
| 11. Chapter Liaisons | <p>Submitted article for newsletter</p> <p>Ready to prepare additional 50 packets for prospective new members</p> <p>Will get these to K. Smith to distribute</p> | | |

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| | Planning to personally contact all liaisons and : <ol style="list-style-type: none"> 1. Reiterate their role 2. See if there are any newsworthy accomplishments within their facility | | |
| 12. ONS Oncology Nurses Worldwide Program | | | |
| 13. Programs (Jackie) | Guest Tammy Franz-ONS Award winner-\$2000.00award for research Will be at meeting will talk about her research est. Will encourage to join Guest Card-can verbally invite but must have guest pass and let Jackie know 9/15/09-annual board meeting reports | | |
| 14. Open Issues /Concerns | | | |