

South Dakota ENA Meeting Minutes
November 7, 2005
4:00 PM

- I. Video Conference Site Call to Order by sites:
Sioux Falls: Cindy Baldwin, Jill Wiesner, Clara Johnson, Kay Boik, Roine Klassen, Linda March, Carol Cressman
Aberdeen: Tammy Dohman
Watertown: Jodi Foster, Dory Gassman, Mikki Baschnagel
Rapid City: Pat Sortland, Shaye Krcil

II. Secretary's Report/ Approval of Minutes

Tammy mailed the agenda to all members. The minutes of the previous meeting were sent with the newsletter in July. Cindy summarized the July minutes for the attendees. Jill made a motion to accept the minutes as written, Dory seconded. The motion was carried.

III. Treasurer's Report

The financial sheets for the last quarter were shared. See attached sheet. Kay made a motion to accept the treasurer's report. Jill seconded. The motion was carried.

IV. Committee Reports

- A. Trauma Committee: Clara stated s that the TNCC reimbursement funds for 2005 have reimbursed \$3630. The budget for the funds for 2005 was \$4,000 with a \$500 grant from National. There was not TNCCi class this year.
- B. Pediatric Committee: Kay Boik confirmed the financial information that Jill reported regarding ENPC classes. Kay reminds all course coordinators to please send her the course number and number of participants so that she can compare assessment coming into the State with Jill. Kay will look into planning an ENPCi for 2006 since interest has been expressed.
- C. Government Affairs Committee: Tammy stated that National ENA has kept watch on the Avian flu epidemic and the planned National response. She will put a brief update in the newsletter.
- D. Injury Prevention: Dory stated that our chapter has been misinformed regarding providing ENCARE programs. RN's do not have to attend an ENCARE class to be a provider. New programs are available. To be discussed with the new budget proposal for 2006.
- E. Newsletter: Tammy requested all information be sent to her by the end of November.

V. Old Business

- A. Fall 2005 Conference: The conference was cancelled due to lack of interest. Currently Clara is working on getting refunds for the deposits on the bus, train, and motel. It appears that the bus deposit of \$250 will not be refunded however; it can be used within a year.
- B. General Assembly: Dory, Tammy, Mikki, and two other nurses attended the General Assembly this year. It was a great experience. Tammy stated the National assembly had debates over some bylaw changes regarding publishing board members voting history, minutes, and membership information.

VI. New Business

- A. State Council Orientation: Tammy attended the State Council Orientation meeting last year in Chicago. This year it will be held on December 9th and 10th. Currently there is no interest by the attendees of this meeting to send a delegate.
- B. 2006 Budget: The 2006 proposed budget was discussed by line item. See attachments. The following were topics for discussion.
 - 1. Increase the administrative expenses to \$500 to include postage.
 - 2. Continue to support delegates to attend National meetings. Budget proposal of \$5000.
 - 3. Trauma Committee submitted a proposal to support continuing education of nurses by refunding the cost of taking CEN exam for 15 RN's this year, also supporting an institution with \$500 that would host a CEN review class. See attached proposal. A motion was made by Cindy and seconded by Jill to accept this proposal. The motion was carried.
 - 4. Pediatric Committee plans to host an ENPCi along with TNCCi on the same date to cut cost of renting space.
 - 5. Legislative committee has no expenses to date. Will leave \$300 to support anyone who wants to attend Nurses Day at the Legislature. The committee commented that the chairs of each committee should be responsible to attend each meeting.
 - 6. Newsletter will be budgeted for \$300.
 - 7. Foundation dollars of \$200 will be left to support National ENA silent auction.
 - 8. ENCARE Proposal. See attached. All line items were discussed. The purchase of audiovisual equipments was vetoed. The purchase of bike helmets was budgeted for 10 hospitals to participate in the program for a total of \$1500. The purchase of 6 Healthy Choices cd-roms was approved. Also the purchase of the proposed informational brochures was approved.

A motion to approve the 2006 proposed budget with the above changes was made by Jodi and seconded by Roine. The motion was carried.

C. Secretary and Treasurer's Positions: Since our October meeting was cancelled the ballots for the Secretary and Treasurer did not get out in the late summer-early fall. The committee agreed to send the ballots now with the current secretary and treasurer listed as being interested in continuing another term. There will be place to write in another candidate if members so choose. The ballots will be sent this week.

D. Leadership Challenge: Tammy plans to attend the upcoming Leadership Challenge held in Austin, TX on February 23-26th, 2006. Please let Tammy know if anyone else is interested in attending.

E. Treasurer's Conference Call: Jill updated the membership that she participated in a conference call sponsored by National ENA. Topic of discussion included 501C3 status, record keeping, and templates for revenue and expenses. Jill plans to participate in the calls when they are available. The members asked Jill to inquire about their recommendation of audits.

F. Insurance: Tammy updated the membership that this past year insurance was provided by National ENA for the officers and presidents of each State to cover general liability. There has been no word whether this will occur for 2006.

G. 2006 Meeting Dates: The meeting dates will held on February 6th, June 5th, and October 2nd at 4 p.m. Sioux Falls will take turns holding at Avera McKennan and Sioux Valley.

With no further business to discuss, a motion to adjourn the meeting was made by Dory and seconded by Jodi. The meeting was adjourned at 1517.