



Nursing Students' Association of New York State 2019-2020

July Formal Meeting

Date: July 8th, 2019 at 8:30 PM

Location: Zoom Conference Call

1) Call to Order

a) The monthly meeting of the Board of Directors of the Nursing Students' Association of New York State was called to order at 8:34 PM by President, Jessica Alvarado.

2) The Roll: The roll was called by Vice President, Aniko Radnics.

**Present:**

1. President - Jessica Alvarado
2. Co-Vice President- Aniko Radnics
3. Co-Vice President - Nicholas Salvatore
4. Secretary - Victoria Waskiewicz
5. Treasurer - Jillian Dempsey
6. Communications Director - Alyssa Trillana
7. STAT Editor- Emilia Salazar
8. Policy & Education Director - Jessica Allen
9. Community Health Director- Vacant
10. Breakthrough to Nursing - Kristina Fanos
11. Regional Director Chair - Connor O'Sullivan
12. ANA NY Consultant- Dr. Graham

**Auxiliary Board Present:**

2. Northeast – Jessica Rodriguez
3. Mid-Hudson - Olena Trojanowski
4. Central – Max Amestegui
5. Genesee Valley – Melannie Lopez
6. Long Island -- Arianna Cavallino
7. Metropolitan – Olivia Russell

**Absent:**

1. Faculty Consultant- Larry Slater
2. Special Consultant- Katelyn Finnegan
3. Regional Director Chair - Connor O'Sullivan
4. Presidential Advisor- Giselle Melendez
5. Western – Connor O' Sullivan
6. Genesee Valley – Melannie Lopez

President, Jessica Alvarado declared a quorum present (8 members)

**ROE REVIEW:**

- I. Board of Directors
  - a.) Responsibilities of the board
  - b.) Any issues that arise should be addressed directly
  - c.) Formal communication must be performed via email
  - d.) Communication is to be acknowledged within 24 hours

**PRESIDENT'S REPORT – JESSICA ALVARADO**

Highlights of the report include the following:

- I. NSNA Summer Leadership Conference
  - a.) Thanks is extended to all who have registered
  - b.) Any board members who are planning to attend should add their names to the agenda
  - c.) If any students of the regional directors are attending, they should be contacted so that they are able to receive a certificate on behalf of NSANYS
- II. Costl
  - a.) An updated signature has been sent out via email
  - b.) One student from every school will be reimbursed for the event
  - c.) A headcount of attending board members needs to be done
  - d.) The set budget for costl at the moment is \$7,500
- III. General Reminders
  - a.) Cassandra Skula resigned from the position of Community Health Director within the past month due to health reasons
  - b.) The community health position is now vacant and social media/emails have been used to get the word across
  - c.) If any board members did not attend the mental health event they must attend one of the upcoming BTN events in order to meet criteria
  - d.) If any board members did not contribute to the spring STAT newsletter they are highly encouraged to contribute to the summer issue
  - e.) A doodle poll has been sent out regarding an informal July meeting which must be completed by July 11th at 11:59PM
  - f.) All board members (especially regional directors) should be taking the extra time to personalize emails
  - g.) When emails are forwarded they should be formatted to look like original emails
  - h.) Congratulatory posts will be made for new grads through social media on a weekly basis

- i.) Board members are advised to submit applications regarding the NSNA awards
- j.) A thank you is extended to Central Regional Director, Max Amestegui for planning the Bear Mountain trip
- k.) A poll will be made so there can be a headcount of the number of board members that will be attending

### **VICE PRESIDENT'S REPORT - NICHOLAS SALVATORE AND ANKIO RADNICS**

Highlights of the report include the following:

- I. 2020 Convention Planning
  - a.) Donna Cardillo and her manager have been in contact and she would love to speak at the convention
  - b.) Donna has proposed a price of \$2,500 that will be discussed collectively by the board
  - c.) This price would be in addition to payment for spending the night at a hotel and she would like a reimbursement for travel expenses (approximately \$3,000 in total)
  - d.) The informal convention budget is available to be viewed by all board members regarding any concerns
  - e.) The budget has been projected based on past expenses
  - f.) There is extra money if the budget goes as plan
  - g.) Both vice presidents will converse with Donna Cardillo following the meeting regarding expenses
  - h.) Breakout sessions are being discussed by the board regarding timing and roles
  - i.) Board members will be in charge of setting up time slots/placements for resume review
  - j.) People who come to review resumes can also participate in convention activities
  - k.) A definite budget will be had by the next meeting
  - l.) The theme for the convention will be "Shaping the Future of Nursing"
  - m.) Advertisements may be available for purchase within the convention booklet
  - n.) The board's status as a non-profit organization has become a bit of a hindering regarding asking for donations pertaining to the convention as a charitable contribution
  - o.) The sponsorship letter has gone through a number of revisions since the last meeting in order to make a good impression
  - p.) A copy of the letter has been linked to the meeting's agenda

### **TREASURER'S REPORT – JILLIAN DEMPSEY**

Highlights of the report include the following:

- I. General Reminders
  - a.) All remaining tax documents were sent to Trinity Tax on July 1st
  - b.) The company has received these documents and will be in contact regarding next steps
  - c.) Treasurer, Jillian Dempsey will be away July 9th-19th but will be accessible via email and phone
- II. Bank Account Balances (as of this meeting)
  - a.) Checkings: \$16,933.74
  - b.) Savings: \$47,400.67

c.) Total: \$64,334.41

### **SECRETARY'S REPORT - VICTORIA WASKIEWICZ**

Highlights of the report include the following:

#### **I. General Reminders**

- a.) Sent out the June minutes in an email to the board asking for feedback
- b.) Will be away overseas from July 14th-August 9th and any secretarial duties that cannot be done during the timeframe will be passed to Vice President, Aniko Radnics
- c.) Secretary, Victoria Waskiewicz motioned to approve the minutes from June. Vice President, Nicholas Salvatore seconded this motion. All in favor, none opposed. The minutes have been approved. The motion is carried.

### **COMMITTEE REPORTS**

#### **BTN- KRISTINA FANOS**

Highlights of the report include the following:

#### **I. BTN Project**

- a.) The upcoming workshop dates and a link to sign up have been posted on social media
- b.) Any willing volunteers would be appreciated
- c.) Any questions regarding these events should be sent directly to Kristina Fanos by email
- d.) Certificates for volunteers will be given on behalf of NSANYS

#### **BYLAWS & RESOLUTIONS - JESSICA ALLEN**

Highlights of the report include the following:

#### **I. Bylaws Committee**

- a.) Pages 11-33 have been reviewed regarding potential revisions
- b.) A separate meeting may be held regarding bylaw voting

#### **II. Resolutions Committee**

- a.) A meeting was held at the end of June to discuss resolution topics with palliative care being a highlight
- b.) The committee has been gearing a lot of their current research towards this topic
- c.) Research is also being done regarding psychological effects and coping methods regarding patients being treated for cancer
- d.) A vote regarding topic will be done at the August formal meeting; A summary of each topic will be sent out to all board members via email

#### **COMMUNICATIONS - ALYSSA TRILLANA**

Highlights of the report include the following:

- I. General Reminders
  - a.) Flyers have been posted regarding the vacant community health position and the application has been updated
  - b.) Graduate highlights, information regarding the STAT newsletter, and information regarding BTN events have all been posted
  - c.) The NSANYS website has been updated with the March, April and May minutes
  - d.) Other features of the website have also been updated
  - e.) The status of the website has been discussed in order to work on creating an online store

**STAT NEWSLETTER - EMILIA SALAZAR**

Highlights of the report include the following:

- I. General Reminders
  - a.) The summer newsletter deadline has been changed to August 24th at 11:59PM
  - b.) A sign up sheet for the newsletter has been created and is accessible
  - c.) A number of articles have already been submitted
  - d.) An email has been sent out to the board regarding guidelines for the newsletter
  - e.) A speaker is interested in sponsoring the newsletter

**REGIONAL DIRECTOR REPORTS:**

**REGIONAL DIRECTOR CHAIR/ WESTERN REGIONAL DIRECTOR - CONNOR O'SULLIVAN**

Highlights of the report include the following:

- I. Regional Directors Meeting
  - a.) A doodle poll was sent out but a new date for the meeting will be decided upon
- II. General Reminders
  - a.) Work has been done with Olena regarding her schools and all of the work that needs to be done
  - b.) Two applications were received regarding the community health position and Helen Pham of Molloy College has been appointed as the new Community Health Director
  - c.) President, Jessica Alvarado motions to appoint Helen Pham as the new NSANYS Community Health Director. All in favor, none opposed. The motion has been carried.

**CENTRAL REGIONAL DIRECTOR - MAX AMESTEGUI**

Highlights of the report include the following:

- I. Networking
  - a.) Sent out emails regarding the summer leadership conference
  - b.) Sent out follow up emails regarding NSANYS events
- II. General Reminders
  - a.) Finished creating PR for the Bear Mountain trip

**NORTHEAST REGIONAL DIRECTOR- JESSICA RODRIGUEZ**

Highlights of the report include the following:

- I. Networking
  - a.) Another round of emails was sent out regarding the leadership conference, BTN events, STAT newsletter, bear mountain trip and costl.
  - b.) Another email will be sent out with the STAT guidelines
- II. General Reminders
  - a.) S2 has been updated

### **MID-HUDSON REGIONAL DIRECTOR- OLENA TROJANOWSKI**

Highlights of the report include the following:

- I. Networking
  - a.) Sent another round of emails regarding the summer leadership conference, community health position, BTN workshops and STAT newsletter
- II. Mercy College (Upstate)
  - a.) Speaking with students about starting a chapter
- III. General Announcements
  - a.) The president of Pace University's nursing student organization has confirmed that she is able to attend two events and has reached out regarding their community

### **METROPOLITAN REGIONAL DIRECTOR- OLIVIA RUSSELL**

Highlights of the report include the following:

- I. Networking
  - a.) Sent out emails regarding the summer leadership conference, costl, BTN events, Bear Mountain and the summer newsletter
  - b.) No responses have been obtained

### **LONG ISLAND REGIONAL DIRECTOR- ARIANNA CAVALLINO**

Highlights of the report include the following:

- I. Networking
  - a.) Emails were sent out regarding the BTN events, leadership conference, STAT newsletter, Community Health position and the Bear Mountain trip
- II. General Reminders
  - a.) Attended two BTN events in order to fulfill requirements
  - b.) Currently working with the communications director regarding website changes

### **GENESEE VALLEY REGIONAL DIRECTOR- MELANNIE LOPEZ**

Highlights of the report include the following:

- I. Networking
  - a.) Sent out a round of emails regarding the men's health video and promoting men's health month

- b.) Followed up with previous term members and school presidents
- c.) Another email will be sent out regarding the summer leadership conference

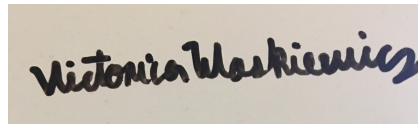
8. **ANNOUNCEMENTS**

- A. All to submit formal reports to Secretary by conclusion of meeting
- B. All deadlines must be followed accordingly

9. **NEW BUSINESS:** none

10. **ADJOURNMENT**

The meeting was adjourned by President, Jessica Alvarado at 9:59 PM

A rectangular box containing a handwritten signature in black ink that reads "Victoria Waskiewicz".

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Jessica Alvarado, President

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Victoria Waskiewicz, Secretary