



Nursing Students' Association of New York State 2019-2020

August Formal Meeting

Date: September 8th, 2019 at 8:00 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 8:01 PM by President, Jessica Alvarado.

2) The Roll: The roll was called by Secretary, Victoria Waskiewicz.

Present

1. President - Jessica Alvarado
2. Co-Vice President - Nicholas Salvatore
3. Secretary - Victoria Waskiewicz
4. Treasurer - Jillian Dempsey
5. Breakthrough to Nursing - Kristina Fanos
6. Communications Director - Alyssa Trillana
7. STAT Editor- Emilia Salazar
8. Policy & Education Director - Jessica Allen
9. Community Health Director- Helen Pham
10. Regional Director Chair - Connor O'Sullivan
11. ANA NY Consultant- Dr. Graham
12. Faculty Consultant- Larry Slater
13. Special Consultant- Katelyn Finnegan
14. Presidential Advisor- Giselle Melendez

Auxiliary Board Present:

1. Western – Connor O' Sullivan
2. Metropolitan – Olivia Russell
3. Northeast – Jessica Rodriguez
4. Central – Max Amestegui
5. Mid-Hudson - Olena Trojanowski

Absent:

1. Co-Vice President- Aniko Radnics
2. Genesee Valley – Melannie Lopez

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

ROE REVIEW:

- I. Courtesy
 - a.) Messages and emails should not be sent after 8:00 PM in the group chats in order to be cordial
 - b.) Chairs should be notified within a minimum of 24 hours if a meeting cannot be attended including committee meetings. This is mandatory.

BYLAWS REVIEW:

- I. Page 14, Section 11, A1
 - a.) All board members should properly perform their duties as directed by the bylaws
 - b.) If a member has obtained more than two unexcused absences if there is no sufficient reason as documented by the BOD
 - c.) If a board member fits either of these specifications they may be voted off of the board

PRESIDENT’S REPORT – JESSICA ALVARADO

- I. General Announcements
 - a.) Thanks has been extended to all of the committee chairs
 - b.) A second finance committee meeting was held over the past month regarding convention costs for sponsors and exhibitor tables
 - c.) BTN and Resolution awards are open at the moment regarding NSNA awards
 - d.) PR for COSL is being pushed through social media
 - e.) The Long Island regional director has resigned and the position is currently vacant
 - f.) If any board members know anyone who would like to run for NSNA please have them contact Jessica Alvarado for the east director's contact information
- II. COSL
 - a.) A link to the COSL schedule can be found in the agenda for this meeting
 - b.) Board members should be working on their presentations for COSL which should include an “about me”

- c.) Regional Director Chair, Connor O’Sullivan will be involved in the chapter development portion of the event
- d.) One student from each school, at random, will be reimbursed by NSANYS for registration costs
- f.) A folder has been created on the NSANYS drive for COSL BOD presentations
- g.) All board members should inform the president if they can attend COSL as soon as possible
- III. NSNA Midyear
 - a.) Treasurer, Jillian Dempsey will disclose the hotel fee
- IV. NSANYS 2020 Convention
 - a.) Kept in touch with Ellen Lorenz from Northwell for convention speakers
 - b.) SUNY Delhi has asked to be a convention sponsor and have their own breakout session

VICE PRESIDENT’S REPORT - NICHOLAS SALVATORE AND ANKIO RADNICS

- I. Keynote
 - a.) First payment (\$1250) confirmed to be received by Donna Cardillo.
- II. Schedule
 - a.) Preliminary Schedule for Convention has been made using template from 2019
 - b.) Having a current issue with scheduling Narcan Training, depends on the time required, need details from Helen Pham, who is taking point on running it
- III. Eventbrite
 - a.) Eventbrite is completed and is live for Exhibitor payments only
 - b.) General Admission tickets begin sales on November 4th
 - c.) Early Bird to run through January 6th
 - d.) Group ticket purchase price increased by \$5
- IV. Exhibitors
 - a.) CUNY School of Professional Studies responded to Olivia’s email blast and is interested in the platinum package
 - b.) Exhibitor packet has been updated with new pricing and changed to amenities
 - c.) Packet and contract has been sent to CUNY
- V. Sponsors
 - a.) President Alvarado has taken point on communication with SUNY Delhi, who has expressed interest as a major sponsor of the 2020 convention along with purchasing an exhibitor table

Breakouts

- Ellen Lorenz at Northwell Health with be assisting in filling our specialty panels and breakout where we need

TREASURER'S REPORT – JILLIAN DEMPSEY

- I. Midyear
 - a.) The treasurer’s flight has been booked at \$200 for a round trip
 - b.) The cost of the hotel stay with breakfast at the Crown Plaza is the cheapest

II. Bank Account Totals (As of this meeting)

1. Checking: \$16,355.94
2. Saving: \$47,444.73
3. Total: \$63,760.67

III. General Announcements

- a.) The August payment of \$3,015 from NSNA was received

SECRETARY'S REPORT - VICTORIA WASKIEWICZ

I. General Announcements

- a.) Worked on July and August minutes
- b.) Worked on presentation about being secretary
- c.) Encourages all board members who have an unexcused absence to make the secretary aware so that changes can be made to the absence list
- d.)

COMMITTEE REPORTS

BTN- KRISTINA FANOS

- I. BTN Workshops
 - a.) Waiting on emails from the boy and girl scouts about when October workshops can be done
 - b.) Two workshops are listed on the agenda for this meeting; Vitals Workshop and Craft Station (details are listed in the agenda)
 - c.) Vitals workshops would be for grades 4+ and the craft stations would be for the younger grades using nursing themed coloring books

COMMUNITY HEALTH- HELEN PHAM

- I. Events
 - a.) All information for the NARCAN event is finalized
 - b.) The NARCAN event will be held on November 21st at Molloy College from 3:30 PM to 5:30 PM
 - c.) PR for the NARCAN event will be posted on social media
 - d.) Community health committee members are encouraged to attend the community health events
 - e.) A heart walk will be held at Jones Beach on September 15th at 8:30 AM which can be considered a community health event
 - f.) PR will be posted on social media for suicide prevention month and regarding the suicide prevention walk which will also be held at Jones Beach on October 27th at 8:30 AM
 - g.) The pill bottle drive will be done in person at COSL and throughout the month of October as determined by board members
 - h.) The pill bottle drive is not applicable to the one event per semester rule

i.) Events that are eligible for this rule include any walks and the NARCAN training event

BYLAWS & RESOLUTIONS - JESSICA ALLEN

- I. Resolutions
 - a.) The resolutions committee had a meeting this past month to further discuss research that was done
 - b.) A rough draft of the resolution was created
- II. Bylaws
 - a.) Bylaws committee also recently had a meeting
 - b.) A formal meeting to discuss bylaws may be planned (whole BOD)
 - c.) Schedules should be sent directly to the director regarding meeting planning

COMMUNICATIONS - ALYSSA TRILLIANA

TOPIC: Social Media

- I. Posts on Instagram & Facebook
 - a. Donna Cardillo promo 1 (8/2019)
 - b. RN Roles r/t Vaccinations (8/2019)
 - c. Motivational Monday (8/2019)
 - d. NSANYS Merchandise (8/2019)
 - e. COSL (8/2019)
 - f. Rosa Ruvalcaba (IG + FB share)
 - g. LI Regional Director Posts
 - h. COSL (9/2019)
- II. Future goals
 - a. Will continue to engage followers through stories, motivational posts, etc.
 - b. Will continue to promote NSANYS Convention (Save the Date, Theme Introduction, and more Keynote Speaker promotions)

TOPIC: Website

- I. Updated board biographies (8/2019)
- II. Updated COSL logo (8/2019)
- III. Updated slideshow (8/2019)
- IV. Uploaded Summer STAT article to Latest Issue & Homepage
 - a. Transferred Spring article to archive
- V. Linked the website to register to COSL on homepage
- VI. Updated slideshow (9/2019)
- VII. Added button links to our social media on the homepage

VIII. Removed previous Long Island Regional Director from webpage

TOPIC: Email blast

- I. September's E-blast includes...
 - a. Community Health
 - b. COSL
 - c. Summer STAT
 - d. Save the date for Convention (Theme: Shaping the Future of Nursing, Keynote: Donna Cardillo)
 - e. NSANYS Merchandise
 - f. President's article
 - g. NEC's article
 - h. Have a successful start to the Fall 2019 semester

TOPIC: Other

- I. Revised application for vacant regional board director position

STAT NEWSLETTER - EMILIA SALAZAR

- I. Summer Newsletter
 - a.) The summer newsletter has been published
 - b.) Thanks is extended to all who have published an article
- II. Winter Newsletter
 - a.) Deadline for submissions is January 1st 2020
 - b.) A link to submit and sign up for a topic is included in this meeting's agenda as well as an article progress tracker
 - c.) Articles should not be submitted directly to the STAT editor but should be inserted into the appropriate word document
 - d.) "Run for my position" will be included in the newsletter
 - e.) This entails each BOD member to give two sentences about their position and an email will be sent out regarding this feature

REGIONAL DIRECTOR REPORTS:

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

- I. Regional Directors Meeting
 - a.) A regional director meeting was held a week and a half ago
 - b.) Reports were read for all directors and emails were sent out
- II. General Reminders
 - a.) Schools will be visited regarding NSANYS
 - b.) An hour presentation will be done at LIU Brooklyn
 - c.) No applications have been received yet regarding the Long Island position
 - d.) The deadline for applications will be September 23rd
 - e.) Email blasts were sent out

CENTRAL REGIONAL DIRECTOR - MAX AMESTEGUI

- I. Networking
 - a.) Will send out an email regarding the vacant RD position
- II. General Reminders
 - a.) Working on updating contact lists for schools in the region
 - b.) Visiting the Adelphi welcome back meeting to discuss NY events

NORTHEAST REGIONAL DIRECTOR- JESSICA RODRIGUEZ

- I. Networking
 - a.) Sent out another round of emails regarding sponsorships to schools
 - b.) Sent out around of emails to students on the contact list regarding STAT articles, COSL, and NARCAN training

MID-HUDSON REGIONAL DIRECTOR- OLENA TROJANOWSKI

- I. Networking
 - a.) Received an email from Pace University about moving forward with total school membership
 - b.) Sent out an email about a walk that Pace is holding
 - c.) Emailed the chapter president at Mercy about progress regarding becoming a national chapter
 - d.) Sent out another round of emails regarding sponsorships, STAT articles, vacant positions, and COSL
- II. General Announcements
 - a.) Submitted an article for the STAT newsletter

METROPOLITAN REGIONAL DIRECTOR- OLIVIA RUSSELL

- I. Networking
 - a.) Updated lists of chairperson's and president's email addresses
 - b.) Sent out emails regarding COSL and the vacant RD position
- II. General Announcements
 - a.) Submitted an article to the STAT newsletter

- b.) Currently working on an eblast

LONG ISLAND REGIONAL DIRECTOR- VACANT

GENESEE VALLEY REGIONAL DIRECTOR- MELANNIE LOPEZ

- I. Networking
 - a.) Sent out personalized emails regarding the regional director position
 - b.) Sent out emails regarding COSL and the NSANYS convention
 - c.) Updated email lists for all students and administrators in the region

8. ANNOUNCEMENTS

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

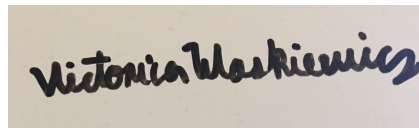
9. OLD BUSINESS

a.) Secretary, Victoria Waskiewicz motioned to approve the minutes for July and August. Community Health Director, Helen Pham seconded the motion. All in favor, none opposed. The motion carries.

10. **NEW BUSINESS:** none

11. ADJOURNMENT

The meeting was adjourned by President, Jessica Alvarado at 9:16 PM



Jessica Alvarado, President

Victoria Waskiewicz, Secretary