

WISPAN BOARD MEETING MINUTES
Friday February 6th 2009

Members Present: Cyndi Siebel-Mohler, Sharon O'Hara, Carroll Peeper, Cathy Kobylinski, Mary Raspanti, Marilyn Nadelhofer, Stephanie Kassulke, Marlene Nahavandi, Cindi Haddemann, and Bonnie Holzmeier.

Guest: Kim Kraft-Region 3 representative and Pattie Miller-unit educator in SDS and PACU at St Mary's Ozaukee

Secretary' Report:

The meeting was called to order at 6:20 PM.

Minutes of the October 2008 Board meeting were read. Motion to approve the minutes as read was moved by Sharon, seconded by Cyndi and approved by all.

Treasurer's Report:

Sharon distributed copies of the treasurer's report.

We need to incorporate to remain non-profit-can only earn max of 25,000 per year.

Kim Kraft discussed process for becoming incorporated vs. non-profit

Mary has talked to a nurse attorney who can give her a name of a tax attorney

- Bonnie presented a motion to have Mary and Val hire a tax attorney to guide us to non-profit status.
- Motion seconded by Cyndi and approved by all.

IRS rate for mileage has decreased from the approved rate of 55 cents. Val will reimburse at current IRS rate.

Kim reported that ASPAN's new website will have better functionality. Components will be able to access membership lists.

President's Report:

National Conference

- Awarded 5 scholarships
- 2 alternates for representative assembly-Marilyn and Stephanie agreed to be alternatives

WISPAN Strategic Goals

- Mary read a draft of goals
- Kim stated that we should have specific measurable strategies under each goal
- Ideas discussed-Candlelight walk during Nurses Week, donation to WSNA for speaker, book to nursing school, Career Day talks.
- Need to review at each Board meeting

President Elect

Component night

- Mary, Cyndi, and Sharon will coordinate
- Theme-Primary character from the region-red, white, and blue
- Budget (under \$1000): Raffle prize \$100 bill, Silent auction item (jewelry), chocolates
- Component night dinner: Cyndi will select a restaurant and place in Awakening to notify members

Region 3 meeting on Monday to meet new Director

2 evenings of educational offerings

Past President:

Board positions open

- Article in Awakening for positions
- We have willingness to serve forms for secretary, President elect, and Historian
- Need Research and Trea

Ballot in March newsletter on line

- Ability to print off website
- Carroll will be contact for issues

Government Affairs:

Marlene distributed highlights from the Coalition meeting:

Other issues discussed at meeting:

- WNA/WNC safe staff ratios
- Banning mandatory overtime

New WNA Events:

- Nurse in Washington Internship-1st or 2nd week in March-3 or 4 day conference
- American Association of Nurse Executives-input on Healthcare issues

Standard Operations:

Bylaws reviewed by members:

- Articles 1-4: No need for change
- Articles 5-7: No need for change
- Articles 8-13: Consider changing “2/3rds vote of Board to 2/3rds vote of membership present at May meeting”.

Policies reviewed

- Policies 1-4: No changes
- Policy 5:
 - Change per diem amount for conferences to \$80/day from \$40/day
 - Add 3c: Two designated WISPAN representatives will receive all above expenses paid for attendance at the annual CDI meeting. Expenses will be paid in the same manner as in 3a and 3b above.
- Policies 6&7: No changes
- Policy 8:
 - Add to #1 One ASPAN/WISPAN membership will be awarded at each WISPAN seminar “from attendees present”.
 - Add #4: “One ASPAN/WISPAN membership will be drawn from the CPAN/CAPA members at each WISPAN seminar”
 - Add #5: “Winner of ASPAN/WISPAN membership will submit application to treasurer and treasurer will send check to ASPAN directly.
- Policy 9: No changes
- Policy 10:
 - Change #2: A copy of each newsletter is “sent” to Editors of other ASPAN component newsletters and to the ASPAN national office
 - Omit #3: “Once annually or as approved by the Board of Directors, a copy is mailed to every Hospital and Ambulatory Surgery Center in Wisconsin
- Policy 11: No changes
- Policy 12:
 - Application for scholarship should mimic the policy
 - Need changes in application and policy
 - Policy needs to be clearer
 - Table to next meeting
- Policy 13: Table until next meeting
 - Kim will send out a copy of Ilspan reimbursement policy
 - Will look at combining policy 4 & 13
- Policy 14 &15: No changes

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Awakening Editor:

2 people are eligible for the contest drawing for ASPAN memberships at conference tomorrow

New Business:

No site for fall conference

Carroll will contact ASPAN to discuss CPAN/CAPA review in Fall

Motion to adjourn the meeting by Bonnie and seconded by Stephanie. The meeting was adjourned @ 9:40PM.

Minutes respectfully submitted by: Cathy Kobylinski WISPAN Secretary