

**WISPAN BOARD MEETING MINUTES**  
**Friday October 3<sup>rd</sup>, 2008**

**Members Present:** Cyndi Siebel-Mohler, Valerie Dethloff, Sharon O'Hara, Carroll Peeper, Cathy Kobylnski, Mary Raspanti, Marilyn Nadelhofer, Stephanie Kassulke, Marlene Nahavandi, Mimi Spence, and Bonnie Holzheimer.

**Secretary' Report:**

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

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

**Treasurer's Report:**

Sharon distributed copies of the treasurer's report.

Transportation and hotel expenses have increased due to increased gas prices and rising costs.

Since tax laws have changed, the National Office strongly suggests that we become a business.

- Need to hire an attorney.
- Set up non-profit business
- Need paper trail of entire organization
- Val will check with tax attorney for consultation
- Treasurer would need to be bonded, co-signer

**President's Report:**

Per Carol @ ASPAN National office: Would like to have yearly CPAN/CAPA review. It was discussed that this would draw from our conference..

- Mary will contact her that we would prefer every other year.
- Carroll would be the contact for fall of 2009

From CDI conference (Stephanie):

- Kim Kraft asking about a Regional Conference hosted in Wisconsin
- 6 states in the Region
- Would we be willing to work with 6 states to support this conference?
- Kim Kraft will be sending out a survey
- Mary to contact Kim Kraft. We are unable to make a decision until we have further information.

New ANCC ruling: Vendors can no longer pay for speakers, they must provide an educational grant.

Tomorrow's conference:

- No brochure or printing costs. Only costs are the room, food, and folders.
- Aurora Sinai anesthesiologists contributed \$75 for door prizes
- 52 registered participants

**President Elect/ Past President:**

Gold Leaf Award:

- Out of 155 points, WISPAN received 125.
- Areas for improvement: Nursing school support, support for certification.

**Government Affairs:**

Marlene distributed highlights from the Coalition meeting:

Other issues discussed at meeting:

- Moderate sedation-Propofol drips. Every institution should have a policy.
- Contact hours for licensure.

Upcoming WNA Events:

- October 10<sup>th</sup> Mental Health America of Wisconsin will offer a free, confidential simple screening on line for depression. Screening tool available @ [http://www.mhawisconsin.org/content/screening\\_tool.asp](http://www.mhawisconsin.org/content/screening_tool.asp) . It will provide immediate feedback as to indicators for depression and resources for treatment.
- WNA/WSNA Annual Convention Thursday-Saturday October 16-18<sup>th</sup> at the Plaza Hotel in Eau Claire.

**Standard Operations:**

No report.

**Membership:**

Carroll reported that we currently have 322 members.

Bonnie shared the new membership letter.

- Bonnie will add to the letter that scholarships are available after 3 years as member.

Suggested that we provide copies of scholarship applications at the conference.

Discussed whether we continue membership pins; Carroll will order minimum amount.

**Historian:**

No report.

**Education:**

Report by Mary:

- Mary sent our application/policy to Kim Kraft for review.
- Kim sent point system from Illinois. Discussion to follow Illinois format sent by Kim Kraft will retain our policy. Criteria need to be on the application as well as the policy.
- Mary will head a committee to revamp the point system. Committee to include Mimi, Cyndi, and Stephanie. Will vote on changes at next meeting.
- We need to keep applications to ensure we have the evidence that each applicant met the criteria.

**Research:**

No report.

**Website:**

How can we make the website easier to access?

**Awakening Editor:**

Discussion occurred regarding Awakening access online:

- If online, can anyone access? Can we password protect? Do we copyright the newsletter?
- What are other components doing? Few are copy righted, some are online, some e-mail.
- Decision to remain online as per vote at prior meeting.

Discussion on number of Awakenings per year; 3 or 4.

- Decision to keep 4, but June issue will be updates on scholarship, policies, goals, etc.

Beginning 2009, no longer will keep a paper copy. Old copies on print shop, Stephanie can print if necessary. Stephanie will price out a new print shop program and bring quote to next meeting..

Mary R and Stephanie will bring quotes for laptops to next meeting.

- Sharon moves to increase budget to \$2500; Bonnie seconded the motion and all members approved.

**Old Business:**

See Past President report.

**New Business:**

Stephanie brought forth a proposal to partner with the Wisconsin Society of Anesthesiologists:

- Bridge between the 2 groups for relations
- Sponsorship of scholarships, education, speakers.
- Need to come up with a complete proposal.
- Stephanie will e mail questions and collect responses.
- Official proposal will be sent by Mary for approval by all

**Motion to adjourn the meeting by Marlene and seconded by Mary. The meeting was adjourned @ 9:10PM.**

**Minutes respectfully submitted by:**

**Cathy Kobylnski**

**WISPAN Secretary**