

STTI ALPHA ETA CHAPTER BOARD MINUTES

Thursday 4/5/2018 from 5pm-6pm

Location: June Bailey Conference Room N531F/Zoom

Present: Therese Doan, Mandy Peacock, Schola Matovu, Sam Lee, Melinda Cuthbert, Purnima Krishna, Lin Lin, Leigh Shinn, Katherine Cleo, Jerico Alicante, Mary Foley, Melinda Bender

Unable to attend: Pat Sparacino, Zina Mirsky, Pam Bellefeuille, Satu Larson, Monica McLemore, Daniel Linnen, Jennifer McAdams, Megan Duck.

Topic	Discussion	Outcome and/or Follow up
<p>1. Checking in & announcement</p>	<ul style="list-style-type: none"> • Therese’s grant was funded! To interview older adults and adult children about barriers to DM type care. • Nu Xi collaboration CE event attended by Schola, Mandy and Karen last month. 	
<p>2. Review and approve:</p> <ul style="list-style-type: none"> • March 2018 board meeting minutes • April meeting agenda 	<ul style="list-style-type: none"> • March 2018 minutes: Mandy moved to approve minutes, Therese seconded. Unanimously approved 5:07 pm • April agenda additions/changes: Move research chair report to #3. Schola moved to approve amended agenda; Purnima seconded. Unanimously approved at 5:08 pm. 	
<p>3. Research Chair’s Report</p> <ul style="list-style-type: none"> • Research award final • Update on research symposium 	<ul style="list-style-type: none"> • Research Symposium <ul style="list-style-type: none"> ○ April 27th 1-6 pm ○ 7 speakers/presenters including Sandra Weiss doing keynote and Enna doing keynote. ○ Also have a poster session –hoping for 10+, abstract call sent ○ Need volunteers! If interested in volunteering please contact Melinda. If anyone wants to review poster abstracts, please contact Melinda. ○ Collaborating chapters have each committed \$300 for event but we have not received it yet. • Research awards <ul style="list-style-type: none"> ○ Received 4 applications, one person was funded last year so was not reviewed. ○ Recommending funding 2 applications (\$9,325) <ul style="list-style-type: none"> ▪ Veterans living with chronic pain and addiction Type 	<p>Lin Lin is working on finding poster stands Lin Lin will follow up on doctoral students’ presentations Melinda will follow up with other chapters on monetary assistance.</p>

	<ul style="list-style-type: none"> 2 diabetes (\$4325) <ul style="list-style-type: none"> ▪ Primary care team experiences of patients with (\$5,000) ○ Special thanks to our reviewers: <ul style="list-style-type: none"> ▪ Andrea Lee-Riggins ▪ Anne Mullins ▪ Julie Miller ▪ Roland Zepf ▪ Lorinda Coombs ▪ Patricia Weyland ▪ Ruth Taylor-Piliae • The proposal from Tau Lambda at Large was first reviewed by Lynn Lambuth + AE research award committee. It was deemed not fundable. The budget allotted \$2200 for that research award will be returned to the general fund to cover budget shortfalls this year (see Treasurer report below) 	<p>Mandy will send thank-you notes to reviewers from AE.</p>
<p>GC / Counselor's update</p> <ul style="list-style-type: none"> • numbers of membership application. Do we have enough or strategy to get more? 	<ul style="list-style-type: none"> ○ Unknown # of applications at this time. ○ We need to recruit more members ○ We need to update the AE website – Leadership and membership application ○ We need Master's and Doctoral Reps for RCO. Candidates should send in CV and bio. 	<p>Lin will email Monica to add Lin and Mandy to the CLE site.</p> <p>Schola will organize a table at Kaiser Oakland May 9. Schola will send Mandy info and Mandy will send request for member volunteers.</p> <p>Mandy will call STTI contact to ask about member brochures.</p> <p>Therese will update the website re. NO deadline for Nurse Leaders application.</p>
<p>President's Report</p> <ul style="list-style-type: none"> • Endowment update (for Pat) • Prepare for Induction: 	<ul style="list-style-type: none"> • Endowment (Pat's report): Pat met with Catherine Gilliss and discussed continuing to reinvest the Alpha Eta payouts until such time as the dues income can no longer support chapter operations, including the annual research, leadership, and Tau Lambda-at-Large awards. The board needs to review and vote on this. 	<p>The board will vote on this recommendation during the May meeting.</p>

<p>Working on check list</p>	<p>At this point the only income building the Endowment base is the donations that come through STTI (with dues renewals), the annual payout (interest), and 3-4 members who regularly donate through the AE link to the Endowment. For the past two fiscal years, donations (online and through STTI) have totaled \$6210 and \$4541, and the annual payouts have been \$4071 and \$5918. For the current fiscal year annual payout was \$4846 but there have been only 2 board members who have donated online, and donations to the chapter through STTI were \$804. Our current Endowment balance is \$242,819 - so \$157,181 to go to reach our goal of \$400K. So, at this rate, it will take us another 15-17 years to reach our goal. These remind board members of our 100% pledge to donate to the Endowment every year. We hope to set precedence this year. Any amount, no matter how large or small, will do. This is to show our support in the mission of Sigma and Alpha Eta – to promote excellence in nursing education, leadership, and research.</p> <ul style="list-style-type: none"> • Induction preparation <ul style="list-style-type: none"> ○ These will send out check-list so that people can sign-up for items 	<p>Check list is attached to April minutes. Please review and sign up for items within your capacity.</p>
<p><i>VP's report</i></p> <ul style="list-style-type: none"> ○ Facebook update: Board members' profile? ○ Update on leadership symposium 	<ul style="list-style-type: none"> • Leadership symposium <ul style="list-style-type: none"> ○ Katherine Dodd has accepted! ○ Need to request money for gift for speaker and other items. ○ Katherine posted to FB and Linked In pages that event is upcoming • FB members profile <ul style="list-style-type: none"> ○ Also need to update website 	<p>Everyone needs to send bio info by April 30 to Katherine for FB and Therese for website update.</p>

<p><i>Treasurer's report</i></p> <ol style="list-style-type: none"> 1. New item since March 2018 board meeting 2. Money received for research symposium 	<ul style="list-style-type: none"> • See Treasurer's report <ul style="list-style-type: none"> ○ Endowment fund check sent ○ Still need checks from collaborating chapters ○ Budgets for programs are also on pdf <ul style="list-style-type: none"> ▪ Leadership Symposium: \$350 ▪ Research Symposium \$250 ▪ Induction/reception \$500 • Concerns <ul style="list-style-type: none"> ○ Shrinking membership numbers leading to \$2000 deficit from anticipated ○ Let's push recruitment and renewal 	
<p><i>LSC report:</i></p> <ul style="list-style-type: none"> ○ Ballot slates ○ MMS award ○ LDP award 	<ul style="list-style-type: none"> • One person interested in counselor position, also have interested parties in doctoral and masters student reps. Still recruiting for leadership roles. • 2 apps for MMS award (Pam Bellefeuille and OiSaeng Hong). Therese suggested that Jerico & LSC get help from members to help with judging this award. • 2 LDP prospective apps (Melinda Cuthbert and Jerico Alicante). Therese thought that Schola or other board members should relieve Jerico from LDP award judging this year to prevent conflict of interest. 	<p>Leigh and Purnima agreed to help with MMS and LDP awarding process.</p>
<p><i>Adjourn</i></p>	<p>Meeting adjourned at 6:00. Motioned to adjourn, unanimously approved.</p>	

NEXT MEETING: Thursday May 3, 2018 5-6 pm. Call-in number: **Will send Zoom link with call-in number prior to meeting**

Respectfully submitted by: Mandy Peacock, AE Secretary
Reviewed by Therese Doan, AE President, 04/07/18