

MARYLAND ASSOCIATION OF NURSING STUDENTS
EXECUTIVE BOARD MEETING
Maryland Nurses Association Headquarters
21 Governor's Court, Suite #195
Baltimore, Maryland 21244-2721

I. Call to order

Loah Hunter, President, called to order the regular meeting of the MANS at 1914 on June 14, 2017 at Howard County Community College.

II. Roll call

Erin Rodriguez, Secretary conducted a roll call. The following persons were present:

Loah Hunter, President; Amanda Mullins, Vice President; Mikiaila Henninger, Membership Chair; Kelly Alford, Community Health; Shajuana Taylor, MNA Student Liaison; Tania Roque, Legislative Chair; Ariel Anderson, Image of Nursing; Tony L, Treasurer; Tess Baily, RN; Dr. Eichenberger; Sheila Pierre-Louis, RN; Ricanna McClelland, Guest; Marie Salvadord Kotue, Guest; and Joon Kim, Guest.

III. Approval of minutes from last meeting

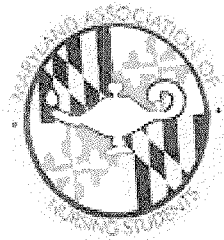
As there was no formal meeting held by the board in May, there were no minutes to approve.

IV. Open issues

- a) Welcome to the Maryland Association of Nursing Students by Dr. Eichenberger.
- b) Robert's Rules were reviewed by Dr. Eichenberger.
- c) Dr. Eichenberger advised that the MANS Bylaws must be read in its entirety for each board member to have a better understanding of their position and requirements of that position.
- d) All three consultants and the president must be carboned copied (cc) on all MANS emails whether external or internal.

V. New business

- a) Mikiaila Henninger presented the four open board positions. Each applicant was given an opportunity to introduce themselves and verbalize why they feel that they would be a good candidate for each open position. Mikiaila

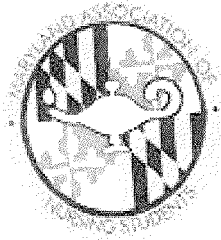


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Henninger motioned to vote for Joon Kim to be voted on as Resolution Chair. Kelly Alford seconded the motion. Action was carried and motion was moved to discussion. Vote was taken and seven members voted (unanimous) in favor of Joon Kim as the Resolution Chair board member. Mikiaila Henninger motioned to vote for Rieanna McClelland for the Breakthrough to Nursing Chair. Amanda Mullins seconded the motion. Action was carried and motion was moved to discussion. Vote was taken and seven members voted (unanimous) in favor of Rieanna McClelland as the Breakthrough to Nursing board member. Mikiaila Henninger motioned to vote for Marie Salvadord Kotue for Public Relations Chair. Tania Roque seconded the motion. Action was carried and motion was moved to discussion. Vote was taken and seven members abstained. The position was tabled until the July 2017 meeting and Loah Hunter will post the two remaining open positions on the website and social media for applicants to apply.

- b) Loah Hunter presented the acceptance of board member positions. Each board position was read to the board. Each board member was asked if they had any questions about their position. All board members did not have any questions pertaining to their position or their responsibilities. Consultants were asked if they had anything to add. Board members completed the Acceptance of Board Position form, signed the form, and the President co-signed the form prior to scanning and emailing the documents to each board member for their records. This will be completed by the President prior to the next board meeting.
- c) Updating the Bylaws will be addressed prior to the annual convention as that will be the time to have those changes approved.
- d) The following bylaws were reviewed by the President: **Article IV Section 7 Attendance.** **Article VII Section 11 Email Correspondence.** Attendance is paramount. If a board member is unable to attend, they need to inform the President as well as the consultants at their earliest convenience via email. Board members can be virtually present if they are unable to physically attend a meeting. If a board member misses two meetings that are unexcused, a

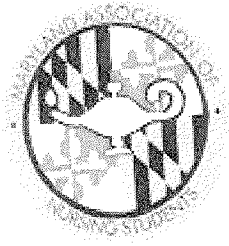


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letter will be sent to the Nursing dean of their school informing the dean of their absences. Correspondence should be completed via email and the President as well as the consultants should be carbon copied on all emails. Board members have 48 hours during a week day and 72 hours on a weekend within which to respond to MANS emails.

- e) The treasurer went over income, expenses, budget, scholarships (3 total scholarships), reimbursement forms, itemized receipts, convention. Budget was voted on as an estimate of what the budget is going to be for 2017-2018. Motion to vote on the proposed budget was made by Tony Li. Mikiaila Henninger seconded the motion. The motion was carried and open for discussion. It was opened for a vote and nine members voted (unanimous) in favor of the 2017-2018 proposed budget.
- f) President's Report – Proposed meeting locations are Howard Community College, CCBC (Essex, Catonsville, Dundalk, Randallstown, Owings Mills), Harford Community College. Mikiaila Henninger motioned to keep the meeting on the second Wednesday of the month at 7:00pm at Howard Community College for July and August. At the August meeting, September and the remaining months will be discussed and voted upon. Ariel Anderson seconded the motion. The motion was carried and open for discussion. During discussion, Kelly Alford made the recommendation to have the July meeting at CCBC - Essex and Ms. Bailey, RN, suggested to have the August meeting at Harford Community College. Dr. Eichenberger asked if the meeting could be changed to Monday evenings on the second week of the month. Dr. Eichenberger also suggested that the July meeting be at Harford Community College and the August meeting at CCBC – Essex. Kelly Alford suggested that the July meeting remain at Howard Community College and the August meeting be held at CCBC – Essex. Amanda Mullins stated that she will not be able to attend the August meeting due to a previous engagement. An amended motion was made by Ariel Anderson for the July meeting to be held at Howard Community College on the second Monday of July and for the August meeting to be held on the second Monday of August at CCBC-Essex. Tania Roque seconded the motion. The motion was carried



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and it was open for discussion. No one had anything to say or add. It was put to a vote and eight members voted and one abstained. The motion passed and carried. Dr. Eichenberger will secure a room at CCBC – Essex for the August meeting. Loah Hunter will secure a room at Howard CC for the July meeting.

Meeting food schedule was presented to the board members. One hundred dollars is budgeted for each meeting, however not every month do we need to spend money. Loah Hunter suggested having a potluck or cookie swap some months. Each board member will be emailed a copy of this schedule as well as any allergies that members of the board have.

Information for name tags and business cards need to be forwarded to Ms. Bailey. Mikiaila Henninger made a motion to copy the previous name tags that were used by the last board. Rieanna McClelland seconded the motion. The motion was carried and it was open for discussion. The motion was put to a vote and nine board members (unanimously) voted on the name tags. The motion was carried. Amanda Mullins motioned to pick the first design of the business cards. Tania Roque motioned to use the same business cards as the previous board with the adjustment of the flag running the width of the card. Rieanna McClelland seconded the motion. Motion was carried and open to discussion. It was put to a vote and nine board members voted (unanimously). The motion was passed and carried. Tony Li will forward the business card information to Erin Rodriguez to facilitate ordering the business cards.

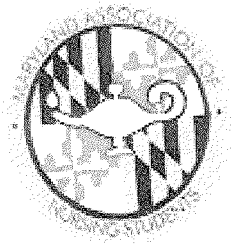
VI. Adjournment

Loah Hunter, President, adjourned the meeting at 2055.

Minutes submitted by: Erin Rodriguez

Minutes approved by:

DocuSigned by:
Erin J. Rodriguez
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President

Secretary