



MARYLAND ASSOCIATION OF NURSING STUDENTS  
EXECUTIVE BOARD MEETING

Maryland Nurses Association Headquarters  
21 Governor's Court, Suite #195  
Baltimore, Maryland 21244-2721

***Meeting Minutes***

August 14, 2017

**I. Call to order**

Loah Folole Ieremia, President called to order the regular meeting of the Maryland Association of Nursing Students (MANS) at 1917 on August 14, 2017 at CCBC – Essex, Administration Building, Room 331.

**II. Roll call**

Erin Rodriguez conducted a roll call. The following persons were present: Loah Hunter, President; Erin Rodriguez, Secretary; Tony Li, Treasurer; Kelly Alford, Community Chair; Mikki Henninger, Membership Chair; Jenn White, Newsletter Chair; Ari Anderson, Image of Nursing; Tania Raque, Legislative Chair; Shae Taylor, MNA Student Liaison; Dr. Eichenberger, MANS Consultant; Sheila Pierre, RN Consultant (joined by telephone) and Courtney Chang, Happenings Reporter from NSNA attended as a guest.

**III. Approval of minutes from last meeting**

Erin Rodriguez read the minutes from the last meeting. The minutes were approved as read. Secretary motioned to approve the last meeting minutes as read. Kelly Alford seconded the motion. Minutes were open for discussion. Kelly Alford requested that the GBMC Chase Legacy name be corrected for the last meeting. The minutes were put to a vote and it was approved unanimously.

**IV. Open issues**

- a) The last two members were introduced and given descriptions for their board positions. First the Newsletter Editor was reviewed. Then the Public

Relations Chair was reviewed. Both board members were given an opportunity to ask questions regarding their position. Neither board member had any questions. Both signed their position papers, they were returned to the President, who will sign it, and then give a copy back to the both board members.

- b) The President reviewed the NSNA Summer Conference for those members who were not able to attend. The President reviewed the NSNA titles that were amended and that MANS would like to adopt as well. Fiduciary responsibility was reviewed as it was at the conference. The President inquired as to how many board members were getting emails from NSNA on a weekly basis. She advised that if they are not being received, that it can be completed via the NSNA website. The President also reviewed the NSNA awards that are available and requested that each board member review those to see if there were any that would be applicable to MANS. The President reminded everyone that we are not permitted to use the NSNA logo without permission. Each board member was given an opportunity to speak about one take away from the summer conference.

#### **V. New business**

- a) Meeting Arrangements: Three locations that are available now for the MANS board meetings to be held are: Howard Community College, Harford Community College, and CCBC's campuses. The Legislative Chair motioned that the MANS Meetings be the second Monday of every month at Howard Community College. The motion was seconded by the Public Relations Chair. It was open for discussion. The State Consultant suggested that you can do this month by month if there is not a day/date that would work for everyone. The Membership Chair suggested switching the location to different campuses every other month. The Community Health Chair suggested that utilizing Harford Community for meetings should be considered since it is one of the options for the annual MANS conference. September's meeting will be held on the second Monday of the month (09/11/17) at 7:30pm at Harford Community College. October's meeting will be on the second Wednesday of the month (10/11/17) at 7:30pm at Howard Community College. November's meeting will be at mid-year in San Diego. For December's meeting, it will be on the first Monday in December (12/04/17) at 7:30pm at CCBC – Essex. The membership motioned to approve the motion. BTN seconded the motion. Motion was put to a vote and it was agreed upon unanimously.

- b) Website changes to the BTN page, the IoN, and Community pages will all be updated. The President requested that if any of the board members have fellow nursing students from other colleges that would be interested in letting us use their images on the IoN page please forward those to the Image of Nursing Chair.
- c) MANS Blog: The Membership Chair will submit the first Healthy Nurse, Healthy Patient, Self-Care blog post. The President would like volunteers to submit for each month to this blog. Blog posts will be due on the 8<sup>th</sup> of every month, it will be returned within 2 business days, the writer will then complete any edits, and then submit it for final approval prior to publishing it on the MANS website. The Image of Nursing will submit a blog for September. The MNA Student Liaison and the Secretary will have October. The Community Health Chair will take November. The Newsletter Editor will submit for December.
- d) The President received a request from David Patterson of Pacific Medical Training, that the MANS board list a link on the MANS website for Healthcare Spanish. The Community Health Chair suggested that since September is the month to recognize cultural diversity for Hispanic nurses, that the BTN Chair list this website as a resource for nursing students. The Image of Nursing stated that she thinks that this is a great resource, but maybe there is a way to circumvent advertising for specific websites and yet still be able to utilize a website like this. The President will send Mr. Patterson an email stating that he could have an opportunity to be a vendor or participate in a Break Out Session at the MANS annual convention. The email that the President will draft, will then be sent to the Consultants for the entire board to have access to this draft to handle future advertisers.
- e) Jillian Riske, MSN, RN-BC, PCCN of Nurseology, sent a request to see if the MANS board would be interested in participating in a fundraiser with them. The Treasurer suggested participating in this fundraiser at the MANS annual convention. The Legislative Chair suggested that this be done more than just at the MANS annual convention. The MNA Student Liaison stated that we would most likely run into NSA from each college usually participates in their own fundraising. The President stated that she brought this up due to the importance of the board participating in fundraising. This will be one of the fundraisers that we will consider participating in this year.
- f) AfterCollege sent a request that they would like us to post recipients names of scholarships on the MANS website. None of the board members were in favor of this request.

- g) The President stated that scholarships need to be promoted to receive more applicants than the three that applied last year.
- h) The President went over the Vice President's report for Convention. The date will be March 17<sup>th</sup> and March 24<sup>th</sup> is the snow date. Howard and Harford Community College were listed as possible locations. The proposed theme for this year's annual convention was Shaping the Next Generations of Nursing Leaders. The next generation of nursing Such as being a forensic nurse and having leadership position there. The keynote speaker and endnote speaker will be the two that will be conforming with the convention's theme. The Pros and Cons of having it at each location was then shared with the board. The Image of Nursing stated that she personally liked Howard Community College and feels that it would be the best choice if it was promoted well to get attendance up. The Membership Chair motioned to have the convention on the pre-approved dates, with the approved theme, and registration starting at 8am. The Public Relations Chair seconded the motion. It was put to a vote. Eight votes for and one abstention. The motion was approved.
- i) There will be no verbal contracts for the annual convention. All contracts will be handled by the Vice President and the Treasurer.
- j) The MNA Student Liaison had a suggestion for one of the keynote/endnote speakers and the President requested that she submit it via email to the Vice President. If anyone else has a suggestion, they should submit it via an email to the Vice President and carbon copy the President and the Consultants.
- k) The Membership Chair will send a list to the President for contacts to the schools. The Image of Nursing would also like to submit a list of the contacts that she has for several schools. Franklin Square Medical Center and St. Joseph's contact information. Courtney Chang will get the contact for Washington Medical Center. The MNA Student Liaison will supply the contact information for University.
- l) The Treasurer presented his report. The M & T Bank statement showed \$1,350.00 in deposits, which includes vendor checks. Golden name tags were ordered and the July dinner cost was part of the expenses. NSNA mid-year, there is only ten weeks left prior to convention. Registration must be completed by October 17, 2017. It will be \$65 per person if at least 5 people are registering. For mid-year and annual, there is budgeted six people to go to each with one consultant. IRS post card must be filed by September, but it has already been filed. Webs price is good for the next two years and the

Treasurer will renew that tonight. There are three scholarships that MANS supports. The board needs to decide when they want to open that up to the applicants and then when they want to announce the winners.

- m) The Membership Chair stated that there will be one open position in November, the Treasurer. She will post that on the MANS website. She has reached out to two convention speakers. She will send them an email with details of the convention. 580 is the total state number for NSA memberships. There are still 29 schools with NSA charters, the number of schools with at least 1 member is 22, and . She has discussed membership drives with the President in four different areas of the state to increase possible memberships. They would like to send MANS board members to schools to help promote MANS and NSA. The State Consultant would like to attend these sessions to meet the school's faculty. The four locations that she was thinking about was the following: Western Maryland, Frederick is the closest one, then Hagerstown, and finally Alleghany would be the last. Alleghany has reached out to MANS and has shown interest in setting up a session with MANS. She will contact the faculty at Alleghany about a membership drive first before asking for volunteers to attend this session in September/October time frame. A suggestion was made by the RN Consultant to break-up the list of thirty-two schools and have volunteers visit each one. Another suggestion was made by the State Consultant to start small and slow to make the most impact. The MNA Student Liaison stated that Harford Community College uses the Student Orientation day as a time to discuss NSA and MANS to the nursing students. How to join and the benefits of joining was discussed at that time. The Membership Chair wrote an article about that as well. Email blasts will go through the Membership Chair. The draft will be send to the President and the Consultants for approval. She reminded that the email blast subscription expires in November and it will need to be renewed in December.
- n) The Newsletter Chair declined to complete her report now and will give it at the next month's meeting.
- o) The Community Health Chair would like to participate in the GBMC event on September 23rd. She would also like to participate in the Alzheimer's Walk in October 7<sup>th</sup> in Harford and the 28<sup>th</sup> for the Canton location. There is also Light the Night to raise money for the Leukemia and Lymphoma Society. In November, the 4<sup>th</sup> Annual Feed the Homeless event in Baltimore. In December, MANS could host a blood drive in Harford County and at Towson University. She will check in to cost for having a blood drive in those locations. Franklin Square Medical Center hosts a flu drive shot and they are looking for volunteers on November 5<sup>th</sup>. She will try to get the Spotlight to

Hellen as soon as possible. She also stated that Harford Community College has made it mandatory for all nursing students to have Narcan training. She would like to spotlight this in the newsletter. Courtney Chang suggested that she also submit it to NSNA. She stated that she would do that and requested that Courtney send her an email with the link and directions.

- p) The BTN Chair gave a brief report about the success of Camp Cardiac. She will submit an article about it to the Newsletter Editor. She emailed the Boys and Girls Club Director to reach out to them. She also reached out to Alleghany College. She would like to do a BTN Heritage monthly highlight. September is Hispanic/Latino heritage month. She would like to let nursing students know what is available by highlighting different heritages each month. There are months that specific heritages are not listed, so she would like to highlight men in nursing, women in nursing leadership roles, etc. She would like to have these highlights sent out monthly as part of the email blast. She has also has a break-out speaker and will now contact that person since we have a date and location for the annual conference. She would also like to start visiting the elementary, middle, and high schools after Labor Day once school is back in session. The Community Health Chair suggested contacting the Girl Scouts and Boy Scouts.
- q) The Legislative Chair will email her presentation to the rest of the board members for review. She has a speaker in mind for the annual MANS conference. She will focus on educating people about what nursing on Federal Hill is. She stated that many of these representatives have meet and greet nights. She will compile a list of these events and send it out to the board via email. The State Consultant suggested that everyone attend the Nurses in the Capitol on February on President's Day.
- r) The Image of Nursing will present at the next month's meeting.
- s) The President stated that MNA Convention is on October 5, with the location to be announced. They have reached out to the MNA Student Liaison asking for volunteers for this event.

## **VI. Adjournment**

Loah Folole Ieremia, President adjourned the meeting at 2220.

Minutes submitted by: Erin Rodriguez

Minutes approved by:

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*Erin J. Rodriguez*

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Erin J. Rodriguez, Secretary

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Loah Folole Ieremia, President