



MARYLAND ASSOCIATION OF NURSING STUDENTS  
EXECUTIVE BOARD MEETING  
Maryland Nurses Association Headquarters  
6 Park Center Court, Suite #212  
Owings Mills, Maryland 21117

*Meeting Minutes*

August 8, 2018

**I. Call to order**

Erin Rodriguez, President, called to order the regular monthly meeting of the MANS at 7:40pm hours on August 8, 2018 at Harford Community College, Darlington Hall, Room 210.

**II. Roll call**

Amanda Sampson, Secretary, conducted a roll call.

- a. The following person(s) were present: Erin Rodriguez, President; Corey Reichenbach, Vice President, Amanda Sampson, Secretary; Amanda Bayne, Resolutions Chair; Cicely Sanders, Treasurer; Dr. Marianne Eichenberger, Faculty Advisor; Emily Peters, Image of Nursing Chair; Jessi Michalak, Community Health Chair; Christi Stone, Membership/Nominations Chair; Alicia Lew, Public Relations Chair
- b. Absent: Elizabeth Huber, Breakthrough to Nursing Chair

Amanda Sampson, Secretary, declared a quorum present.

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

Corey Reichenbach, Vice President, motioned to approve the July meeting minutes. Emily Peters, Image of Nursing Chair seconded the motion. The motion was opened for discussion. Hearing no discussion, it was put to a vote and it passed unanimously.



#### IV. **President**

- a. Amanda Blayne was welcomed as this is her first official Board meeting.
- b. NSNA Summer Leadership Conference Review
  - i. Each attendee spoke about their take away from the conference.
  - ii. Handouts of relevant information was also given to various positions.
- c. MANS Blog
  - i. There is a schedule posted to the drive for submissions for the blog; however this can be flexible upon request
  - ii. Blog submissions should be on topics relevant to nursing students. Some previous topics have been on self care, exam preparation, etc.
- d. Speaking about MANS & NSNA
  - i. Board members should reach out to appropriate personnel to get information to current nursing students as well as those completing their prerequisites about MANS as well as NSNA resources and opportunities.

#### V. **Vice President**

- a. Location of MANS convention
  - i. Harford Community College has responded. They are unavailable for the proposed date, however they have said they have availability March 2<sup>nd</sup> or 9<sup>th</sup> 2019.
  - ii. Anne Arundel Community College has been ruled out due to space/capacity limitations.
  - iii. A response has not yet been received from Towson University and Howard Community College.
  - iv. We will hold off until additional information is received to consider all of the available options.



- b. Suggestions for Keynote, Endnote, and breakout session speakers: a document has been opened up on our online network for suggestions from the board. Suggestions will be narrowed down and looked into to locate speakers who are available for the convention date, once a location and date have been finalized.
- c. Potential methods for advertising for convention:
  - i. Messages and flyers at all of the schools
  - ii. Email blast announcement
  - iii. MANS website and social media pages
  - iv. NSNA can advertise the information if it is sent into them

## VI. Secretary

- a. Business cards: Business cards are still in the works and should be handed out at the next meeting.
- b. Agendas and Meeting Minutes
  - i. Please make sure you're viewing each agenda *in advance* of the meeting date. If you don't have anything to add please just add a line to say that there's no open/new business to be covered under the section for your position so that it's clear you've viewed the agenda and entered any pertinent information.
  - ii. These docs are not only available on the drive, but are also linked in the calendar within our scheduled meetings for ease of access. If you are not familiar with how the drive works or cannot locate the docs **please** reach out to me to resolve this.



**VII. Newsletter Editor**

- a. The next newsletter is scheduled to be published on September 1, 2018.

Reminder: All final articles for this newsletter should be proofed by a minimum of two other board members and needs to be submitted no later than 2359 on August 12, 2018.

**VIII. Treasurer**

- a. Account balances:
  - i. July 2018 M&T Starting Balance: \$ 53,632.88
  - ii. July 2018 PayPal Balance: \$0.00
- b. Conventions: Please be prepared to commit to one of the two NSNA conventions by the September meeting so that everyone going to mid year has time to arrange travel and convention registration. The hotel arrangements should be made with consideration of at least two students of the same gender per room, as much as possible. Anyone who elects to not share a room, when there is another available student, would pay for their own hotel arrangements.

**IX. Membership/Nominations Chair**

- a. 1 new application(s) received for the MNA Student Liaison position from Shanera Patrick along with a video recording of her speech as she was unable to attend this meeting due to her work schedule. Christie Stone motioned to elect Shanera as the MNA Student Liaison. Amanda Sampson seconded the motion. The motion was opened for discussion. Hearing no discussion, it was put to a vote and passed with seven votes for, none against, and one abstention.
- b. The remaining vacant positions include the Legislative Chair and Newsletter Chair. **Please continue to actively recruit for these positions.**
- c. Membership Standings: Data from the Monthly NSNA S-2 Report



- i. 649 total state members of NSNA in July 2018, which was 658 in June 2018
    - ii. Total current schools on record is 29 in July 2018, while in June 2018 it was 29.
    - iii. The number of schools with at least one member on record is 22 as of July 2018, and in June 2018 it was 22.
    - iv. The number of constituent schools ( $\geq 10$  members) on record is 12 as of July 2018 and in June 2018 it was 12.
  - d. Tentative membership drives are being planned for Anne Arundel Community College, Bowie State, Chesapeake College, and Stevenson University to help increase visibility and awareness of MANS and NSNA to promote membership.
- X. **Public Relations Chair:** Access to the website and social media pages is currently restricted due to an issue in the information being passed on by the previous board. This will continue to be pursued by the Faculty Advisor, Public Relations Chair, and President.
- XI. **Image of Nursing Chair:** Nursing Student of the month: Please continue to use word of mouth to spread awareness of this program and inquire about potential nominees. We might also consider offering prizes using current donations and/or tickets to convention.
- XII. **Resolutions Chair: no new business**
- XIII. **Breakthrough to Nursing Chair: no new business**



**XIV. Community Health Chair: no new business**

**XV. Announcements**

- a. Outstanding items addressed
  - i. Continue to grow in your position by reading information provided by NSNA on your role.
  - ii. Don't forget to update the agenda and read over the meeting minutes *prior* to the next meeting. You should be adding something to the agenda for your position whether it is items to review or to state nothing to review so that it is clear you have viewed the agenda and added any pertinent information.
- b. New Business: Please send files relevant to your position via email to Dr. Eichenberger, the Faculty advisor, so that a copy can be backed up for use if anything were to happen to the copy on our shared network.

**XVI. Adjournment**


Erin Rodriguez, President, adjourned the meeting at 2203 hours.

Minutes submitted by: Amanda Sampson, Secretary

Minutes approved by:

DocuSigned by:  
  
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Amanda Sampson, Secretary

DocuSigned by:  
  
 A0897AFE4B3F403...

Erin Rodriguez, President