



AORN Chapter: eChapter
Title: Board of Directors 2023-2024

Date: January 8, 2024

**Meeting Time: 5:30PM Pacific: 6:30PM Mountain
 7:30PM Central: 8:30PM Eastern**



JANUARY 8, 2024 MINUTES

Attendees: Patti Owens, Rebecca Vortman, Mary Samost, Karen Knapp, Penny Small, Wendy Perera, Alecia Torrance, Bruno Teixeira, Melanie Perry

Estimated Time	Topic	Lead/ Responsible	Discussion Content	D//R
5:30 PM PST	Call to Order/Roll Call	President / Secretary P Owens K Chambers	Patti called the meeting to order and completed roll call Kerri is ill tonight. Patti requested a volunteer for minutes. Mary Samost offered to take minutes.	
1 min.	Accept Minutes	President / Secretary	<u>Minutes:</u> Accepted with no edits. Motion made by Penny Small and seconded by Wendy Perera.	
50 min.	COMMITTEE REPORTS	M. Samost	<u>Treasurer Report</u> Mary reviewed the financials for the eChapter. Wendy asked about the cost of zoom sharing the future would be to consolidate the platforms.	
		B. Teixeira	<u>Webmaster Report</u> Bruno acknowledged the high quality of work that Terri did during her tenure. He is working on written communication, consistency in images, and is curious as to the best electronic platform. Bruno would like to meet with each committee chair to understand the work. He would also like to meet with Terri Goodman for a handoff of the work.	
		P Owens for S. Guerra	<u>History Committee</u> Pattie shared that Susan has drafted some information to go out to the members to	

			collect information. Refining the data collection sheet with a focus to collect data at Expo.	
		M. Perry	<u>Communication / Social Media Committee</u> Have 492 followers in LinkedIn and 600+ on FB. Graphics should be consistent. Melanie has started to create, within the AORN eChapter folder, consistent graphics for the committee to access for consistency in messages that are posted. Patti requested a link to be sent to the Board Members. Melanie also requested if people need assistance posting to please reach out to her, so the information gets distributed in a timely and equitable manner.	
		K. Chambers	<u>Education/Research & EBP Committee</u> Patti shared, on behalf of Gert and Kerri, that AORN swag request was received and she shared this email with BODs. Patti encouraged the group to request swag. Penny added that she did not understand the process as it seems AORN typically ask for one representative per chapter. Patti is seeking clarification from the AORN.	
		P. Smalley	<u>Member Engagement Committee</u> Penny reported out the committee had a meeting collaborating with the social media and communication committee having an open discussion to improve collaboration. The goal is to enhance each other's work. Some recommendations came out, one was a suggestion of pins vs non pins and ribbon on badges. Penny sent out a message to Caroline at AORN. They responded AORN cannot give out ribbons, but we can give out our own ribbons. Pending the size of the badges; thinking of the 4-inch ribbon with the logo, in color associated with eChapter. Next meeting in February	
		A. Torrance K. Knapp	<u>Nominating Committee</u> The final ballot is being finalized and will be sent to the board for an electronic vote. Many of the ballot seats have one member interested. Confirmation the positions are all filled.	
		W. Perera	<u>Ways and Means Committee</u>	



WAYS & MEANS
REPORT OUT 1-2024.

Confirmation of the Strategic Meeting date and time. Menu option email sent out to the board and a vegetarian option is available. Penny raised a question of not providing lunch. Seems like a lot of money for a working lunch, perhaps cover the cost with a stipend for the members attending. Patti recommended that we check with the venue to be sure we are not committed via contract to pay for lunch. Motion made by Wendy: to provide lunch for the leaders; Karen seconded motion. 5 Supportive/1 opposed/1 abstained – motion passed to provide lunch.

A decision for the meeting needs to be made for the financials. Wendy shared that we need to support leadership and we need to start fundraising to cover these costs. Wendy is suggesting that we forgo the AV meeting and shift that cost to the networking meeting.


Wendy is asking if it possible for people to view materials on own electronic devices. Discussion: Alecia, Patty, Karen, Mary supportive. Karen recommends free conference call.com platform.

Next Steps: Wendy will continue to investigate the AV Needs.

Networking Meeting: Do we have an opportunity to leverage the auction/raffle items. Karen, Patti, and Karen are supportive of the idea to investigate this option.

R. Vortman

All Things AORN
Becky shared the Chapter Hall meeting is this Thursday and it is focused on how to navigate the Periop Corner. Let Becky know if we have any issues so she can share this with AORN. Submit delegation is available. Meet the delegates link is available. Patti asked about more formalized training – more information to come forward. Karen shared commuters will be set up for nurses to explore Periop Corner at EXPO.

20 min.	Old Business	<p>W. Perera</p> <p>P. Owens</p> <p>A. Torrance</p> <p>P. Owens / Wendy Perera Mary Samost / Alecia Torrance</p> <p> WAYS & MEANS REPORT OUT 1-2024.</p>	<p><u>Operational Policies</u> – Result of Vote Wendy shared the vote pending some grammar changes. A question came through regarding the President Elect clarification, this is also the VP. The vote was 18 yes/ 1 no. The operational policies have passed the vote.</p> <p><u>Journal Club</u> – Looking for Moderators. Trying to complete 1 journal club per quarter. Stella is looking for some assistance with the journal club. Please let Patti or Gert know as this is under the educational committee.</p> <p>Thank you for submitting the Chapter Excellence Award! Patti thanked Alecia for writing and submitting this award. In the past we have won the large chapter but no history of eChapter winning the overall award.</p> <p><u>Reimbursement for Board Members and Delegates</u></p> <ul style="list-style-type: none"> • \$800/Board member and Delegates – Mary shared the chapter paid \$11,200 in 2023 • Reimbursement for registration – Mary shared the chapter paid \$1560 Expo fees for the Board Members • # of Delegates being reimbursed? Wendy recommended 10 seats for non-board members to be paid at \$100 each since they are giving up educational time. • Leadership Summit – Wendy recommended that all 3 Presidents should be supported for the summit. <p>Proposal (Wendy)</p> <ul style="list-style-type: none"> • \$100 for 10 members for delegate (Alecia would like to see more than 10 delegates; Karen felt that \$100 is not enough money) • President support for all 3 at Leadership Summit 	
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			<ul style="list-style-type: none"> • Board Member \$800 to cover the cost of Expo for those who do not have coverage. • Rebecca hesitant to reduce the money we pay for delegates and feels this will send the wrong message. • Wendy wants 2024-2025 to focus on fundraising. <p>Mary Samost made 4 Motions:</p> <ol style="list-style-type: none"> 1. Support board members with the cost EXPO early bird registration who need support (second Wendy-vote, pass unanimously) 2. Board members who do not receive up to \$800 support will receive \$800 stipend for expo (Wendy second) 3. Support the 3 Presidents, who need support, at Leadership Summit early bird rate (Wendy second, pass unanimously) 4. Delegate to a 20-member limit (not board member) receive a \$300 stipend after they meet the delegate requirements (second Wendy, passed unanimously) 	
15 min.	New Business	P Owens Wendy Perera P Owens	Deferred to next Meeting: Open Board Meetings Deferred to next Meeting: Change to Google Meets	
	Adjourn	Happy New Year!		