



**San Antonio Texas Association of Occupational Health Nurses
Board of Director's Meeting January 21, 2010**

The SATOHN 2010 Board meeting was called to order at 6:00 p.m. by President, Aileen Matos. Board Members present were:

Gloria Jauregui-Lieber	Lupe Dominguez
Dina Ahrens	Elba Garcia
Lady Ellen Clark	Aileen Y. Matos
Rose Servantes	

Minutes from previous meeting accepted. Gloria made the motion and Rose followed with a second to the motion. Aileen introduced Lupe Dominguez for the new Board position of Director of Awards.

A. Vice President/Education – Kate Ramos (2011)

On behalf of Kate, Aileen accepted the report as given. Gloria and Lupe recommended that Sharon send out an email to the members requesting for any other ideas, speakers that the Board was interested in having. She asked the Board to seek out in their companies for speakers that would encourage old and new members to attend. Stated that Kate had done a great job. We had approximately 14 CEU's last year.

Meeting Schedule to date:

January 28, 2010 Dr. J. E. B. Johnson, Texas **Med Clinic** "Employer Sponsored Drug Testing Program."

Kate also expressed that this would be her last term on the Board.

B. Recording Secretary/Benevolence – Dina Ahrens (2011)

the minutes from the January 2009 Board Meeting was e-mailed to Board Members for review and acceptance. Suggestion made to send Happy New Year card to vendors and to include the corporate membership letter and a note from Aileen. Board Roster updated and was distributed to the Board Members present.

C. Membership Secretary/Committee – Rose Servantes (2010)

Aileen mentioned all organizations are losing members due to employers not paying for memberships. It was mentioned that Pioneer is without a nurse. Rose to send out e-mails to all members that have lapsed for 2009. No Corporate renewals to date. Aileen to send an email welcoming the new member. Rose to also check on members registering as students-to check with AAOHN on membership status.

Rose reported:	2010	2009
Active members	26	50
Corporate/Business	0	4
Retired	1	4
Student	1	
New	1	
Honorary	9	7
Lapsed	17	

D. Treasurer/Finance – Lady Ellen Clark

Lady Ellen reports:

1. SATAOHN financial assets have remained stable and increased 22.5% in the 2009 period with profits from the August 09 Mini-Conference and Silent Auction.
 - Net account balances on 01/01/10 was \$14,820.27.
 - On 12/31/09, the checking account balance was \$18,214.99. This showed an increase of \$3,394.72 for 2009.
2. SATAOHN sponsored and paid for the 2009 Holiday party held at Aldo's. 30 attended this event. Jana and Lady Ellen to check into a new location for December 2010.
3. SATAOHN sponsored all educational offerings this year for members and paid HTAOHN registration fees for 10 members to attend the mini-conference in November 09.
4. SATAOHN hosted a one and one-half day mini-conference in San Antonio. Attached is the conference final report. Event Co-Chairs: Lady Ellen Clark, Kate Ramos, Aileen Matos, Jana Nave, Mary Alice Walden and Lupe Dominguez. Event returned a \$5,750.22 profit.
5. In 2009, SATAOHN had (5) Corporate Members: Edwards Medical Supply, C.H. Guenther & Son, Inc., SYSCO Food Services San Antonio, Alamo City Medical Group and Aldino at the Vineyard.
6. Financial Committee (Kate Ramos, Jana Nave and Gerald Clark) met on January 13, 2008 and audited SATAOHN 2009 financial records. Records were in order and accepted as presented.
7. Board reviewed and motion made by Lady Ellen to approve the SATAOHN 2010 Budget, was seconded by Gloria. Board was all in favor.

8. Lady Ellen made a motion that the paper financial documents be destroyed as all financial documents are now electronically stored for legal purposes for seven years, was seconded by Rose. Board was all in favor.

E. President –Aileen Y. Matos (2010)

Aileen thanked the Board members for all the support they have given the organization. She stated that it's been difficult to maintain members and for new members due to Companies not paying for dues and educational seminars.

Position Responsibilities and Accomplishments:

A.) Membership Activity:

Aileen shows an unofficial total of 49 members. Lapsed members may be due to still in process and end of year budgets.

B.) SATAOHN Mini-Conference

Lady Ellen Clark & Kate Ramos did an outstanding job of planning & executing the mini-conference. Was a Success! Everyone seemed happy and we have had very few complaints. It was a profitable venture and model for other Chapters. More mini-conferences may be the trends due to National Conferences are very expensive.

C.) CEU's

Kate Ramos, as usual, did an outstanding job planning and conducting successful CEU events. We had approximately 14 CEU's including the Mini-Conference. Aileen encourages everyone to submit speakers or presenters to Kate so that she may put together our programs.

D.) Communications

Sharon Fielder, Director of Communications continues to share information on jobs. She also emails everyone all the ASSE meetings in San Antonio and other information of interest from other organizations to our members and guests. Aileen expressed to Board to continue spreading the word to the nurses of the Chapter , to support speakers and to spread membership awareness.

E.) Elections

Aileen appreciates all of the Board's voluntary leaders and congratulates them.

F.) By-Laws

The By-Laws need to be submitted to AAOHN for approval. Need approval from AAOHN prior to being presented to membership. This will occur within in the next month. The only changes are the removal of term limits for our board members and the addition of a past-president as a non-voting member of the board.

G.) Publicity & Public Affairs

Elba Garcia did a great job during Occupational Health Nurses Week. She was able to arrange for a proclamation from the Mayor of San Antonio April 17, 2009. Elba recommended the Board to discuss a human interest story or community project to put our Chapter in the limelight. Due to having to compete with Fiesta and Occupational Nurses Week that also occurs in April.

H.) Awards

Due to what we thought was a short deadline, Lady Ellen & Aileen submitted two nominees for the state awards. Kate Ramos was nominated for the Achievement Award and Gloria Jauregui-Lieber was nominated for the Leadership Award. Both of these ladies are deserving individuals. We appreciate their dedications to our organization. Kate and Aileen are working on submitting to National for Chapter Award

F. Communications/Publicity – Sharon Fielder (2011)

No report

H. Professional Affairs/Awards – Lupe Dominguez (2010)

Reports that 2 San Antonio Chapter Members, Lady Ellen and Lupe nominated for the awards will be mentioned at the Fall Conference. Bridget requesting if any member has a candidate that you want nominated for the Chapter Merit Reward to get with her.

I. New Business

The Board would like to identify a philanthropy project for the San Antonio Community. Will discuss and bring up to the members. Lupe to research on a \$1500 grant that may be available through the State.

J. Announcements

Reminder that Kate expressed that this would be her last term on the Board.

K. Adjournment

A motion was made by Lady Ellen at 7:06 pm for the meeting to be adjourned. It was seconded by Rose, and the motion carried.

Respectfully submitted,

Dina Ahrens, Recording Secretary