



North Texas Association of Occupational Health Nurses

Meeting: Conference Call 6/4/2018

Board Members

*Kevin Bready - Interim President/Treasurer

Latha Frye - Membership/Elections

*Mary Washington - Director

*Lara Stahl - Government Affairs

Karen Barrett - Director

Business:

How much do we bring in annually from dues \$ 1660 - this is for dues and we have experienced a small downward trend in membership dues due to enrollment

Q3 2016 - \$60.00		Q1 2017 - \$685.00		Q1 2018 - \$625.00
Q4 2016 - \$505.00		Q2 2017 - \$285.00		
		Q3 2017 - \$200.00		
		Q4 2017 - \$490.00		

Current Events:

8/16/2018 Sanofoi-Pasteur

October Meeting date 10/13 or 10/20 or suggestion

Tentative dates Aesculap - Back ce 2hrs,

Select physical therapy - knees or shoulders

Once finalized Latha Frye will submit a "Save the date" to TSAOHN

One of these dates will also be the annual business meeting - Please check your schedules and email me dates for the fall meeting if these do not work. If I have not heard back from the group by July 1st - 2018 I will choose a date

Financial Maintenance Actions:

Close current checking and savings with Chase Midlothian and move to Citizens National Bank Waxahachie.

This change will net a small positive growth of a few hundred dollars a year - saving fees and maximizing interest

1 Ease of maintenance for Pres/Tres

2 Currently we are charged fees with Chase, CNB we do not incur fees as long as balance is above balances above \$250 whereas chase requires 5000+ minimum or we are charged fees , this would allow us to maintain a smaller balance in checking and place remainder in savings maximizing interest return.

Tax Forms have been completed they were missing 2015 and 2016 which put us at risk for losing our non-profit status. - We are Current for 2017 and 2018.

Development of Dues Scholarship - 1 per year - no repeat years. - develop criteria. Will look at soliciting local nursing schools and parallel nursing/professional organizations

Education Service Plan:

This plan was formalized and will adopted as the general outline for group educational activities. Careful consideration as been given so as not to interfere with the National or State conferences.

Even years - AAOHN national conference , ce courses, online - or in person such as (sanofoi pastuer flu training, select physical therapy lectures etc.) at least two offerings one in summer and one in fall

Odd years - AAOHN national conference, State conference. **Summer** CPR offering July / August.

(If there is limited or minimal participation - we will consider a scholarship for State or National Conference fees - 1 per year - no repeat years. - develop criteria.) Will need to be determined by September 1st.

*** Current efforts: Working with Career Smart for proposal for online ce delivery options for all NTAOHN members**

Engagement Plan - Please join us we need your help in maintaining our local organization_

Media - Newsletter, Postings for trainings

Developed Linkd In social media group page to begin social networking, recruiting and announcements as an alternative to website postings - **Lara Stahl is the group Admin.**

We should expect to see 2-4 posts a month about educational opportunities - meeting announcements etc.

Meeting announcements

Need to establish a set calendar of meeting/training dates, making it consistent - new format

1 business meeting a year * required

Spring/Winter

Jan - Feb meeting determine and set training calendar for upcoming year - discuss social gatherings - volunteer opportunities (conference call or meeting). Adopted and posted by 3/1 of each year

Summer

Live event and Business Meeting*

Fall

Live event

Nursing School Engagement - we will begin working on a marketing/membership presentation - utilizing AAOHN marketing materials and research to bridge knowledge gaps about profession and drum up interest within nursing school programs for potential membership and mentoring

Elections:

Latha Frye/Lara Stahl will work collaboratively to bring resolution to the election process for 2019

Elections are set to take place this fall; We have not followed the elections process due to the change in leadership board in 2017. We should begin the revolving process described in our bylaws - as this ensures there is never a complete turnover of the organization leadership like in 2017. This year I suggest two positions. The seat Karen is occupying as she has communicated she will not run again and Mary's position should she decide to not run again as she expressed is a possibility- this leaves the other three incumbents in place at least one more year so we would have a break down like this:

Section 2. BALLOT:

A. In odd numbered calendar years, the ballot shall contain nominees

(2 or 3 Leadership Board members) Critical leadership positions (**Pres, Vice Pres , Treasurer)/ titled positions**

B. In even numbered calendar years, the ballot shall contain nominees for:

(2 or 3 Leadership Board members) **untitled Directors Positions**

Section 3. ELECTIONS:

A. All elections shall be done electronically except when a paper ballot is requested by eligible members.

1. The ballot, together with directions and the accompanying documents of each candidate shall be sent to members by Nov 15th.

2. The election will be held the first week of December.

3. The Treasurer shall ensure the Election Chairman receives an official roster of members eligible to vote to.

B. Electronic voting results to be reported to the Election Chairman by (2) days post-election.

- C. Decision: A plurality vote shall elect. In the event of a tie vote, a decision shall be determined by lot.
- D. Ballots shall be retained for six (6) months.

We of course value the experience and commitment of all the board members so this decision is left up to the individual. The board will confirm desire of continued service/ resignation prior to moving forward with solicitation of membership for board candidates. As a courtesy please notify me before November 1st should you know you do not want to continue your service on the Board, as it is my responsibility as treasurer to provide Latha with an accurate list of members/candidates for the selection process