

## APGNN Minutes – Conference Call

Date: April 8, 2014

Time: 1600-1700 pm CST

Facilitator: Diane Kocovsky

Recorder: Rose Pauley-Hunter

### Meeting Attendees

Patty Bierly, Shabina Walji-Virani, Amy Painter, Ryan Shonce, Teresa Carroll, Goldie Markowitz. Absent: Lisa Philichi, Kerry Zabriskie

### AGENDA

Topic	Presenter	Discussion	Outcomes
<b>Approval of Minutes from February retreat</b>	Diane K.	Meeting called to order at 1602 by Diane K. Diane asked for feedback/corrections on the business meeting minutes-these were to be reviewed prior to the call—no one offered any comments	Voting to approve the minutes will occur at the next face to face meeting in the fall.
<b>Old Business</b>	Diane K. leading	<ol style="list-style-type: none"><li>1. Vote to determine implementation date for dues increase- Reviewed that increase to \$85 (from \$75) for full and \$55 (from \$50) for associate members –all agreed to make effective for upcoming year 2014-2015 as of the October meeting.</li><li>2. Fundraising updates-Ryan/Lisa</li><li>3. Review of quotes for 25<sup>th</sup> Anniversary Celebration- Rose has received quotes from Amy for the give aways- pens, calculators etc—decision needs to be made on how many amount to spend</li><li>4. Membership Booth update<ol style="list-style-type: none"><li>a. Fee-Diane: Commitment from NASPGHAN that they will not charge us booth rental—this saves us \$2000. Teresa said we had a lot of old business cards left but we will still pursue getting personalized ones made for Pres and Pres-elect; the remainder can be used by other board members &amp; Teresa to distribute to them at the meeting. Amy &amp; Rose reviewed their quotes for the banner stands for the booth,</li></ol></li></ol>	<ol style="list-style-type: none"><li>b. The dues increase notice to members will be sent out in email by May by Ryan who will be emailing about the upcoming elections about that time.</li><li>2. Ryan updated that we did not get the Janssen grant, she will work on Prometheus and ask for the same things; Rose is working on Given grant submission &amp; still waiting for word from Nutricia.</li><li>3. Rose will send out clarification email to ascertain decision. Diane encouraged others to get their quotes in to Rose by the end of the week for budget planning purposes.</li><li>4.<ol style="list-style-type: none"><li>a. Amy to provide mock up &amp; then final decision to be made by executive board.</li></ol></li></ol>

		<p>Rose's quote of \$1250 and Amy's coming in much cheaper but would require more design on our part.</p> <ul style="list-style-type: none"> <li>b. Badge Scanner-Rose</li> <li>c. Ipad Square-Kerry</li> <li>d. Pens/Post its-Amy</li> <li>e. Trifold Brochure-Amy</li> <li>f. Formalized plan for member recruitment-all:</li> </ul> <p>Ryan suggested another ribbon, others suggested possibly just a sticker to add to plastic covering of badges—this would be cheaper; Goldie suggested “member since” ribbons or stickers to garner interest. Amy expressed concern about members of her department being unable to find APGNN on the NASPGHAN website, Diane reviewed that there was a link on the bottom of their page but would also discuss with NASPGHAN ways to link our page from the NASPGHAN membership page.</p>	<ul style="list-style-type: none"> <li>b. Between \$350-500 depending on the model</li> <li>c. We will not need the ipad square because QMP will provide us with a method for selling the books at our booth</li> <li>d. Quotes received from Amy via email; Ryan to provide quotes for Badge holders</li> <li>e. Amy is working on mock up &amp; pricing and will provide it for review in the near future.</li> <li>f. Diane will collaborate with Teresa on a conference call to get the membership comm. Involved in coming up with a plan to recruit members.</li> </ul>
<b>Strategic Plan</b>		<ol style="list-style-type: none"> <li>1. Survey Monkey-Diane for Lisa</li> <li>2. Board Expectations-Diane</li> <li>3. Member Spotlight apgnn.org-Shabina/Diane—first 2 are done , these will rotate on the website in the weeks prior to the meetings to keep the website fresh.</li> <li>4. Strength Finders for Annual Meeting-Diane: NASPGHAN will add \$10 to conf fee to cover the cost for all members; Patty will send out codes after receiving registration.</li> <li>5. Bulletin Board-Diane is working with Mark to get it set up. Mark has set up the password lost feature on the website. Discussed that we may not do a traditional BB but work thru other media/social sites—goal is to drive people to website. Amy suggested using Facebook or Twitter as the communication board. Patty questioned doing it thru Facebook as not everyone may have or want to access these sites. Amy stated she connected the social media accounts to update all when new items update.</li> </ol>	<ol style="list-style-type: none"> <li>1. Lisa will send out after the email regarding the bylaws change.</li> <li>2. Diane will send out by the end of the week.</li> <li>3. All board members to provide Shabina with their own Bio—just a paragraph and a picture. It was also asked that board members provide to Shabina &amp; Amy any info to update Twitter, Facebook and LinkedIn.</li> <li>4. Patty is working with Lori on the final logistics of notification and getting our members access to doing this prior to the meeting.</li> <li>5. Diane will continue to work with Mark to explore all options.</li> </ol>

<b>New Business</b>		<p>1. Clinical Practice Comm.-Kerry sent out constipation and reflux modules for feedback. She has submitted them to NASPGHAN.</p> <p>2. Budget Update-Rose Reviewed the conference budge will require an additional \$5-7000 depending on amount spent on anniversary celebration, expressed that we would like to get additional grants to cover these costs. Salix &amp; Shire are other possible venues to explore.</p> <p>3. Nurse Competency Program-Diane &amp; all: Diane discussed all the comments that appeared on the NASPGHAN BB regarding the interest in such a program.</p>	<p>1.</p> <p>2. Rose will send out updated Conference and total budget once all quotes are submitted.</p> <p>3. Diane will continue to work with the clinical practice committee to develop a competency package/modules</p>
<b>1708</b>		Meeting Adjourned	