

Iowa Psychiatric Nurses Association
Board Meeting Minutes
5/13/2014

Attendees: Julie Barrett, Jennifer Blume, Margaret Burchianti, Rebecca DeVine, David Hatfield, Kendra O'Neil

Agenda Item	Discussion	Action/Follow-up/ Person(s) Responsible/ Due Date
Approval of Meeting Minutes	-April minutes approved.	
Treasurer's Report/Budget	-Jen reported there are still some outstanding registration fees and bills coming up but it looks like we might end with around a \$5000 bank balance. -Decision to hire outside party to do audit on our financials.	-Jen will submit final treasurer's report for year after all outstanding registrations/bills are in. -Margaret will email Sue Whitty and Judy Collins to get referral for someone to do our audit.
2014 Conference Wrap-Up	-Agreement that the 2014 conference was a SMASHING SUCCESS! Thank you to Dani for all of your hard work as president, and to everyone who helped out! -Kendra reported that the conference evaluations were generally very good. Suggested topics for future conference included: recovery, trauma, pharmacology, resilience to stress, promotion of physical health, more content for RNs, substance abuse, core measures, seclusion/restraint, HBIPS, long-term care management.	-Thanks everyone for a great conference!
2015 Conference Planning	-Discussion about 2015 conference location. -Agreement to hold the 2015 conference in the central part of the state, Des Moines area. -Agreement that chosen site should have technology to support satellite sites. -David lives in the Des Moines area and Becky knows an event planner there.	-David and Becky will use their contacts in Des Moines to investigate potential candidate sites (i.e. hospitals, hotels and other conference centers, DMACC). Margaret can help call sites identified as potential candidates. -Goal: settle on site/date by end of September.
Google Docs	-Margaret asked board for permission to set up group google docs area to facilitate board members access to chapter documents.	-Margaret will set up google docs for chapter.
Revision of Chapter By-Laws	-Discussion on by-laws being out-of-date. -General agreement that by-laws should be revised.	-Margaret will put current by-laws on google docs so everyone can start to look at, think about changes, share comments with each other.

		<p>-Margaret will email Kelly to find out what APNA national requires for the by-laws.</p> <p>-Goal: revise by-laws and get approval of membership by 2015 spring conference.</p>
Monthly Support Line for Iowa Psychiatric Nurses	<p>-Discussion about starting with one monthly support line versus 2 separate ones for non-prescribers and prescribers; then discussion about online chat versus phone line.</p> <p>-Decision to conduct survey to see what members are more interested in.</p>	-Margaret will email Kelly about national support for conducting a survey.
Marketing of Iowa Chapter	-Discussion about how to market more effectively the chapter to members.	-Margaret will email Kelly to find out what restrictions there are on how the chapter markets itself.
VMOSA (Vision, Mission, Objectives, Strategies, Action Plan)	-Deferred	
Building Relationship with INA	-Agreement to look into strengthening relationship/communication with INA.	-Margaret will email Judy and Sue to ask for their ideas.
Using Member Bridge	-Discussion about members not using Member Bridge; may be beneficial to encourage members to use Member Bridge/advertise its use.	
Next Meeting	-Next Conference Call Tuesday, June 10 7PM CST	