

American Psychiatric Nurses Association  
Iowa Chapter  
Board Meeting Minutes  
May 3<sup>rd</sup>, 2016

Attendees: Rebecca DeVine, Jen Blume, Kendra O’Neal, Julie Barrett, Lisa Kongable, Judy Collins

Agenda Item	Discussion	Action/Follow-up/ Person(s) Responsible/ Due Date
Board Members	2016 – 2017 Board Rebecca DeVine – President _____ - Vice president Jen Blume – Treasurer Stephaine Gray – Secretary Members of the Board: Kendra O’Neal Julie Barrett Lisa Kongable Judy Collins Audrey Wyatt Margaret Burchianti Sue Whitty Dani Eveloff David Hatfield Deborah Brodersen Finn Meadows	Current Board
Treasurer’s Report/Budget/	Still have a couple of outstanding checks to come in from the vendors and the bill for the award before we have a total. Still need to decide on the banking placement with APNA or to leave it locally?	Jen
2017 Conference Planning	<b>Title –</b> <b>Venue -</b> <b>Off Venue site -</b> <b>Food –</b> <b>Date -</b> <b>DINNER MEETING THURSDAY APRIL ____ @ 6:30 PM</b> <b>Speakers –</b>	2017 APNA, Iowa Chapter Conference <b>Agenda</b> 0800-0830 Registration 0830-0835 President’s Welcome Becky DeVine, RN, 0835-0935 Speaker 0935-0945 Break

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	<p><b>Needs Assessment-</b> a paragraph describing the needs assessment of the conference -</p> <p><b>General Mission</b> – write and turn in to APNA - of general mission for the conference -</p> <p><b>Conference Objectives</b> – write + turn in to APNA - three specific conference objectives -</p> <p><b>Vendors</b> – \$??/table– goal = 8 -</p> <p><b>BIO's</b> – for all speakers turned in to APNA -</p> <p><b>Titles</b> – for all speakers turned in to APNA -</p> <p><b>Conflicts of Interest</b> – for all speakers turned in to APNA -</p> <p><b>Speakers Objectives</b> – for all speakers turned in to APNA -</p> <p><b>Power Points</b> – for all speakers turned in to APNA -</p> <p><b>Save the Date</b> - On Facebook -</p> <p><b>Brochure</b> –copy and Julie will mail to each APNA Chapter members house. E-mail sent out to all members by chaptersupport x 2 per President's request, Becky will put it up on Facebook, chaptersupport will sent e-mails to the members of surrounding states after the President gets permission from the individual chapter presidents. (Chaptersupport will give the President the e-mail address of the other Presidents.</p> <p><b>Grant money</b> – Margaret will help us apply at the UI CON for IDPH grant funds - In the past the College of Nursing has given us \$500 that we can count on for speakers from the IDPH grant Jennifer Clougherty was her contact person in 2016.</p> <p><b>AV</b> -</p> <p><b>Registration</b> – set up with National PayPal option-</p> <p><b>Advertising</b> – BROCHURE- A copy was mailed to each APNA Chapter member's house. E-mail sent out to all members by chapter support x 2, up on Facebook, e-mails to the members of surrounding states after getting permission from the individual chapter presidents.</p> <p><b>CEU's</b> – Kendra obtained will obtain ANCC CEU's from APNA, and IA Nursing CEU's from the University</p> <p><b>Awards</b> – Chaptersupport will send out a survey for members to vote on the Benfer Award and Schroder Award around March</p> <p>Name tags, thank you cards for speakers</p>	<p>0945-1045 Speaker</p> <p>1045-1100 Break</p> <p>1100-1200 Speaker</p> <p>1200-1300 Lunch</p> <p>1300-1355 Speaker</p> <p>1355-1405 Break</p> <p>1405-1505 Speaker 1505-1515 Break</p> <p>1515-1615 Speaker</p> <p>1615 Conference Evaluations/Wrap-Up</p> <p>Each speaker will be asked to leave 10 minutes for Q &amp; A</p>

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Estimated costs	CEU costs- \$5,400 cost (80 people) Awards cost- _____ need to find out from Lisa \$????? in sponsored money \$ in conference fees (80 x \$52.00) plus \$150 for the room Speakers - 1,200 for other costs (speaker fees, travel, etc)	<b>We are \$100 – 200 dollars short from the expenses verse the income from the 2016 conference. We will take the extra from our savings.</b>
Officer Nominations	We need a 2016 President elect have some ideas but nothing confirmed yet. Chaptersupport is sending out a new survey now to see if we have any new interest. Chaptersupport will send out a survey around March 2017 for nominations for new officers.	
Evaluation summary from 2016 Conference	On the evaluations 62 people thought the conference was “Great” 6 people thought the conference was “Moderate” 0 people thought the conference was “Slight” or “Not at all”	Evals
Future topics suggested by the attendee’s at the 2016 conference	Child Psychologist – Different Behavioral Approaches Another Advocacy Speaker or Sue again Meds during pregnancy/lactation Staff and Patient assaults Violence in the workplace Dealing with aggressive & antisocial patients.	All
Financial penalty if speakers power points and objectives not to APNA 60 days ahead of the conference	Is this penalty from ANPA or ANCC?  We are a small chapter, non-profit and can’t afford penalties?  Most speakers are not paid for their presentation  We usually break even on the conferences each year.	
<b>Next Meeting</b>	<b>Tuesday, 6/7/16 at 7 pm central standard time on the phone: 800-974-2164</b>	