American Psychiatric Nurses Association  
APNA NM Chapter  
Conference Call  
February 4, 2017

**Present:** Carol Capitano (President), Lisa Atwa (Immediate Past-President), Janet Thelen (Secretary), Jill Martin (Treasurer), Marianne Broyles, Molly Faulkner, Barbara Gilmore, Donna Helgesen. Maureen Kolomeir, Mary Perez, Ann Taylor Trujillo, Kristen N Smith-Yawe

**Notified Non-Attendance:** Molly Faulkner, Mary Perez

**Absent:**

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| Roll Call          | Quorum established: (0910)  
Minutes of January were approved                                               | group                    |
| President Report   | Our conference will be advertised in The New Mexico Nurse in the March issue | none                     |
| Financial Report   | No current changes to the financial status since last month.                  | Jill                     |
| Unfinished business| CONFERENCE:  
• the brochure was e-mailed to each board member  
• we are going with box lunches as last time  
• tables cost $100 each; send payment to Jill  
• Donna will run the Raffle and Jill has the tickets  
• Maureen will talk to Haven Behavioral Health about a table  
• ask Danielle about Gonzaga University getting a table  
• The APNA table will have Maureen's Tri-fold and needs old magazines or “things” to give away.  
• Friday Night's Meet and Greet:  
• e-mail other states about the event such as Utah or California.  
• Send registration forms to past Conference attendees  
• BY-LAWS; need to change the treasury section to reflect the recent change as to how money is managed by APNA now. |                          |
| New Business       | • Shirley Davidson is no longer on the board. Who will do her tasks? Can these tasks be done by others? What about having a project manager? What about getting the speakers.?  
• Bios are not on the Web site; need to submit updated Bios  
• LAMPS yearly 3 hours meeting over computer; need members to donate time. | Kristen, Donna          |

**Motion/Moved/Approved**
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|             | • **Post Minutes as a courtesy to our membership**  Moved and Seconded  
• **News Letter**: a work in progress; in 2010 ¾ of the year was posted. It was dropped off because no one picked it up to do, more than 50% of the chapters post a News Letter with the minutes.  
• **Correction** The above was related to the meeting minutes not newsletter:  
  o Maureen provided a historical perspective re: the posting of minutes on the website. It had been done in the past on a regular basis, until possibly 2010 or so, when posting dropped off. It seemed to have dropped off due to lack of follow through in sending to Chapter Support |                                                                                       |
| New Business | • **Correction**: Mission/Goals for 2017 for NM Chapter will be reviewed and dovetailed to National APNA. Once reviewed and approved by the board, will be sent to APNA Headquarters  
• Maureen will e-mail old work (historical files) on this to everyone.  
• Correction: Survey Monkey sent out a survey to the membership about 6 years ago. The board collected the information and plans were implemented in an attempt to meet the needs of the membership. | Maureen                  |
| Announcement | • Need Abstracts for conference 3/6/2017  
• Shirley Davidson presenting on 5/17-20/2017 in Las Vegas Nevada  
• Legislative information: Behavioral Health Day – mostly social workers and therapists. Should we go as a group representing the APNA? Carol will contact the president about this. |                                                                        |
| Adjourned    | Meeting adjourned: 0955  
Date of next meeting: March 4, 2017 |                                                                        |