

**NY APNA Chapter Board Meeting Minutes
March 27, 2017**

In Attendance:
Adrial A. Lobelo
Suzie Marriott
Janette O'Connor
Paul Panakal
Nancy S. Rogers
Wesley Willis

I.	ANNOUNCEMENTS : Congratulations to Wesley Willis for passing the CCRN certification exam.
II.	AGENDA: I. Regional Meetings II. OMH partnership III. Banking IV. Regional Meetings V. Vendor updates VI. Conference brochure VII. Conference educational planning

	TOPIC	CONTENT/DISCUSSION	OUTCOME
I.	Regional Meetings	<p>The next western NY regional meeting at EBMC on April 20th is being promoted widely. Adrial sent out e-mail blasts to members.</p> <p>Suzie talked with Beth Brodsky, an expert on suicide prevention to be a speaker at the next NYC regional meeting scheduled for June 20th at Gracie Square Hospital.</p> <p>OMH members have requested a regional meeting at one of their facilities.</p> <p>Long Island members have requested a meeting in their region.</p> <p>Westchester members have requested a meeting in their region.</p>	<p>We wish Nancy Rogers much success with this event!</p> <p>Suzie will secure space. Suzie & Jack will promote the event at Gracie Square. Adrial will establish an EventBrite registration page.</p> <p>Janette has identified a PlaneTree expert who is willing to talk at an OMH-facilitated regional meeting, to occur in the summer or fall.</p> <p>Wesley is in contact with the interim nursing dean at Adelphi University.</p> <p>The NYP Westchester Division is agreeable to host in White Plains. Janette will follow-up.</p>
II.	OMH partnership	<p>More dialogue was had between OMH and APNA NY chapter. OMH will continue to support the state-wide spring conference, but has requested that APNA NY assume full responsibilities for the event.</p>	<p>APNA NY will continue to promote chapter activities with OMH leadership and OMH nurses.</p>
III.	Banking	<p>Paul contacted Tom Cierzo and George Roets, former treasurers. Tom will send materials he had in his possession to Paul. George provided the history of the treasurer role.</p> <p>The need for an APNA NY dedicated PayPal account was discussed.</p>	<p>Wesley will assist Paul in granting him treasurer access to the chapter's bank account.</p> <p>Paul will begin the process of establishing a non-profit, institutional account with PayPal.</p>

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IV.	Vendor updates	<p>Continued discussion of interest by vendors at the 2017 state-wide spring conference.</p> <p>Suzie confirmed interest by SPAN in having a vendor table at the spring conference.</p> <p>Wesley confirmed with Hyatt Place that up to 5 tables can be set up for vendors.</p>	<p>Wesley agreed to distribute an application for vendors. Wesley promised to send this out today.</p>
V.	Conference brochure	<p>This item is on hold the chapter's institutional PayPal account is established.</p>	<p>Jack, Suzie, and Adrial have agreed to craft the conference brochure once the green light is given.</p>
VI.	Conference educational planning	<p>Nancy has received almost all materials needed to submit to national APNA for continuing education hours.</p> <p>APNA members are to be notified of the spring conference via an e-mail blast.</p> <p>Suzie and Adrial collaborated to write three conference objectives for submission to the national APNA.</p>	<p>Nancy will continue to follow-up with national APNA to ensure that all educational requirements for the state-wide spring conference are met.</p> <p>Adrial has already contacted national APNA to send an e-mail blast with a save-the-date notice.</p> <p>Nancy will submit the conference objectives to national APNA.</p>

Next Meeting: April 3, 2017, at 5:30 pm
Submitted by: Adrial A. Lobelo