

Meeting Minutes

RNAO Essex Chapter Executive Meeting

Monday April 16th, 2012

Location: Jennifer's home

Meeting over Pizza Dinner

Present: Jennifer, Kelly, Lynda, Veronika, Crystal, Cheryl, Pat

Regrets: Amanda, Mercedes, Kim

Welcome:

Budget Update: Veronika reported that we have \$4394.88 in our account. A cheque has been sent for \$439.00 to Caboto to pay for Pearls & Perils workshop on Mar 31. She has not yet sent developmental funding request for the Nursing week insert, but will do so shortly.

She has inquired about funding for student events, but has not gotten a definitive answer yet from RNAO home office about it.

Debriefing:

U of W Career Fair (March 26) : We signed up 7 new student members at it.

Crystal reported that the 4th year students were disappointed in the number of vendors who showed up.

Suggestion made that we should have business cards for our chapter which includes details about how to access the website.

Action Item: Kelly offered to work on them and Jen said she'd inquire at Allegra as well.

Pearls & Perils Workshop (March 31): About 12 people attended other than the presenters. Jennifer pointed out that this was the first event the Chapter has tried running on a Saturday afternoon. In debriefing with the co-organizers, it was suggested that improvements could be made to enhance future events. There were a few students from Chatham RNAO group who would like to meet with the Windsor-Essex Chapter.

Action Item: Jennifer will check with them & see when would be a good time to set that up.

Meeting with MPP Piruzza: Jennifer was unable to meet with Ms Piruzza due to illness, so she is working to set-up another date.

Action Item: Jennifer to let the group know what the reschedule meeting date is.

Action Item: Lynda will forward the information about Take Your MPP to work.

(Done)

Social Media Status Update: Jennifer reported that we currently have 26 follower friends on our Facebook Fan Page site. There continue to be a large number of hits on our www.windsorsexrnao.org site almost 8,000 page views and over 4,400 individual visitors. Jennifer included this information in the members' voices report.

Student Events/Initiatives Update: Veronika e-mailed Lee Minty from RNAO home office about making arrangements for a fall presentation about legal issues in nursing. She hasn't heard back from her yet.

Crystal reported that the referendum on student RNAO membership has not taken place yet at the university. She also stated that Jennifer Peters will be the University of Windsor RNAO student rep beginning in the fall.

She will update the RNAO bulletin board at the university.

Cheryl is not sure yet who will be the student rep from St Clair College.

Cheryl also reported that she is continuing to work on a joint presentation for both the BScN & RPN students at the college. Suggestions were made for topics such as how to avoid horizontal violence, building teamwork or Best Practice Guidelines.

Lynda suggested Denise Koster to speak on the horizontal violence issue. That event will likely be in the winter.

Cheryl also reported that they got about 175 people signed up at the Bone Marrow Drive at St Clair College.

Action Item: Crystal to introduce Jennifer Peters to the Executive through email.

Lois A. Fairley Award Planning Update: Pat reported that we currently have 7 nominations. The award will be presented at the Hospice on Wednesday, May 2nd at 11:00. Pat will call Hospice to arrange for light refreshments for the event. CBC will be interviewing Jennifer about the award soon. (Done)

Nursing Week Insert Planning Update: Lynda gave brief overview. The front page will be devoted to NPs. There will also be articles on RPNs, something from WRH, an article on stats from CNO, Dr El-Masri from the Faculty of Nursing, U of W, the nursing students who went to Belize, & an article portraying the previous 4 Lois Fairley award winners, as well as the winner from this year. There will also be an article on how the Essex chapter has partnered with the Windsor Star to produce the insert each year.

RN Exam Event Planning: The CRNEs will be written June 6th at WFCU. Crystal reported that one of the professor's friends is making up "chocolate syringes" to give out. She will ask if we can somehow partner with them to add a message from the Chapter. She will get back to us.

Action Item: Crystal to check into getting a table for us at the WFCU for that day.

Chapter Award of Distinction: Crystal looked into trophies at Trophy Boys & showed pictures of various ones priced between \$35 & \$50. We discussed what should be inscribed on it & it was decided that it should have the chapter name & logo, the winner's name & the year. It will be presented at our local AGM in the fall. Kelly & Crystal put together the nomination form for the award.

Discussion re: Chapter Elections: Elections will take place at our local AGM which is tentatively scheduled for Wednesday, Oct 17th. It was suggested that for succession planning, established executives should engage in mentoring new executive members. Crystal stated that she is interested in taking over as secretary in the fall. All were in favour.

Discussion re: Official Chapter Name & Logo: Jennifer stated that she inquired through Home Office and officially we are the Essex Chapter, but in some places we are referred to as the Windsor-Essex Chapter. The process to change a chapter name includes making a request for a name change to RNAO Board of Directors. Discussion followed that it would be a good idea to get membership input. Jennifer will put together a paragraph & a “survey monkey” about the name & will ask Jody from head office to distribute it to the Essex chapter members. We will wait for the feedback to see what our next step will be. Jennifer will also add to the paragraph for members to watch for the nursing week insert in the Windsor Star May 4th.

Discussion re: RNAO AGM (April 26 – 28): Jennifer, Lynda & Kim are attending. Crystal is attending & is going with another student. Kelly is an alternate if needed.

Round Table: Discussion about our local AGM which is tentatively scheduled for Wednesday, Oct 17. Lynda said that she could get us a room at Essex Golf & Country Club. All agreed that Season’s Bistro was also a nice venue.

Jennifer proposed that we use some of our existing chapter funds to give back to the community. She said that Centres for Seniors is having a fundraiser & suggested that they would greatly appreciate a donation of a door prize. All agreed. She also suggested that perhaps we should discuss with the membership at our local AGM whether members would be okay with supporting local non-profit agencies. Jennifer also suggested that since the international nurses at CARE all pay \$125 to belong to RNAO, that perhaps we could do a presentation for them. Lynda also suggested that we could donate materials to a new library that is being created. Cheryl suggested we could do a presentation about navigating the RNAO or CNO website & supply lunch for them along with the presentation. All agreed that was a good idea & perhaps will plan something for June 18th week.

Action Item: Jennifer to contact the CARE Centre to make arrangements.

Adjournment: 20:45

Next Meeting Scheduled for: Monday May 14th, 2012

Location: Armando’s on Cabana

Scheduled RNAO Executive Meetings 2012

Monday January 16th – Armando’s on Cabana

Monday February 13th – Smoke & Spice 7470 Tecumseh Rd. East

Monday March 19th – Armando’s on Cabana

Monday April 16th – Jennifer’s home

Monday May 14th - Armando’s on Cabana

Monday June 18th – TBD

July – Summer Break

Monday August 20th –

Monday September 17th -

Monday October 15th -

Monday November 19th -

Monday December 10th -