

TEXAS ENA SECOND QUARTER BOARD MINUTES



Texas State Council Board Minutes  
April 21, 2017  
South Padre Island, TX

Board Members (All present)  
*Marcia Fuller, President*  
*Steven Jewell, President-Elect*  
*Cam Brandt, Secretary*  
*Carol Twombly, Secretary Elect*  
*Daniel DiDonato, Treasurer*  
*Teresa Coyne, Director*  
*Jody Bauer, Director*  
*Lynn Kelley, Immediate Past President*  
*Barry Hudson, Parliamentarian*

MINUTES

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Friday 0900-1000 Board Finance Meeting

Friday 1000-1200, April 21, 2017

STANDING AGENDA ITEMS (40 MINUTES)

1. Call to Order / Welcome.....Marcia Fuller
2. Review of Board Meeting Rules.....Barry Hudson
3. Introductions ..... deferred
4. Approval of Agenda (Vote required) ..... Board  
Motion approved
5. Approval of Minutes January 20, 2017(Vote required)..... Board  
Motion approved

6. Board Reports (this time is used to discuss issues related to board business)..... All

- A. Marcia Fuller
- B. Steven Jewell: East TX update
- C. Cam Brandt
- D. Carol Twombly
- E. Daniel DiDonato
- F. Teresa Coyne: North TX update
- G. Jody Bauer
- H. Lynn Kelley: reminder of deadline of submission for office (July 3), Golden Triangle update, Elections process-one candidate for election in October

7. ACTION SECTION (Votes required)

A. Treasurer's Report & Tax Exempt Form.....Daniel DiDonato

**Motion:** Move \$15,000 into investment account

**Action:** Motion carries

**Discussion:** Use of tax exempt form for TxENA expenses. Will be updated and use outside of TxENA direct expenses will be researched.

B. Free Standing ED Task Force.....Daniel DiDonato

**Discussion:** Resolution regarding free-standing ERs sent to National, changes made. Resolution will be reviewed at State Council meeting for support.

C. Finance Committee Report.....Daniel DiDonato

**Discussion:** SOP change to outline chapter assistance

D. State Meeting Grants.....Steven Jewell

**Discussion:** Will be discussed under chapter support funding

E. Committee Chair Elects Budget for assistance.....Steven Jewell

**Discussion:** Chair-elect duties should be outlined: perhaps meeting minutes? How much travel assistance, other expectations?

**Motion:** Charge committees with establishing guidelines and duties for chair-elects.

**Action:** Motion carries

F. Chapter Support Funding.....Daniel Didonato

**Discussion:** SOP has been developed that outlines duties and application process for chapter support to attend meetings.

**Action:** Present to bylaws committee

G. SIG Group.....Marcia Fuller

- H. Chapters at Risk.....Marcia Fuller, Steven Jewell, & Teresa Coyne (discussed above)
- I. Resolutions: Geriatric, FSED, Firearms, LGBT, FAED.....All  
**Discussion:** Resolutions are being presented to State Council tomorrow for support. Care of the geriatric patient toolkit (similar to pediatric toolkit); Free-standing EDs; Pediatric readiness, firearm safety, LGBT
- J. E-Votes from Board between meetings: Conference @ Sea, Establish a secure website, Donate Now Button.....Marcia Fuller  
**Discussion:** Voting that occurred during meetings is reflected in minutes: Establishing a secure website (\$100); have a TX ENA conference at sea, having a “donate now” button on the TxENA website were all passed unanimously.
- K. TXENA Council of Presidents.....Steven Jewell  
**Discussion:** for 2018, during State Council quarterly meetings, provide an opportunity for chapter presidents and past TxENA presidents to meet with outcomes of mentorship, challenges, etc. Times of meeting will be discussed in the future. Responses so far from chapter presidents were favorable.  
**Action:** Reach out to chapter presidents to ascertain interest, goals, etc.
- L. Donate Now Button.....Teresa Coyne  
**Discussion:** The donate now button found on the TxENA website currently goes straight to the ENA website. In the future, this button can be used for other donation categories.
- M. “Dare To Care” Bereavement/Catastrophic Fund.....Teresa Coyne  
**Discussion:** Simple bereavement fund, tentatively titled based on Ansley (Polly’s granddaughter). Fund to be used at oversight of State President and Treasurer to provide assistance for unforeseen emergencies, tragedies, or other traumatic events. There will be the opportunity for members to donate to this fund. Polly will be approached before the naming of fund is announced.  
**Action:** Marcia will discuss naming of fund with Polly before the State Council meeting. Further discussion at State Council meeting
- N. Establish Email addresses.....Daniel DiDonato  
**Discussion:** Two ways to provide TxENA address: Name-specific or Position-specific (or both). Further discussion on website domains vs. where those emails are sent, etc. Discussion on protection of body of work. Discussion on use of Gmail and Google to provide ongoing domains. Several members shared their experiences with these services.  
**Action:** Members are interested in establishing email addresses and protection of body of work. Daniel will follow-up on best practices.

O. Website approval authorization.....All  
**Discussion:** Webmaster charges for his services. Discussion on approval process for use of those services. Other chapters are being contacted before additional expenses are incurred.

**Action:** Rhonda, as committee chair, will be contacted for any changes to website, and president or president-elect will be cc'd.

P. ENA Foundation.....Steven Jewell

**Discussion:** Ad hoc committee reported proposed bylaws, proposal, checklist

**Action:** Establish pro tem Board of Directors so that Articles of Incorporation, etc. can be developed. Elections to be held in October for a January to January election cycle. Interested individuals should notify Marcia and Steven. Marcia will make appointments for pro-tem committee.

**Motion:** Establish Pro tem Board of Directors to include: Chair, chair-elect, secretary/treasurer and two members at large.

**Action:** Motion carries.

Q. Legacy Circle.....Steven Jewell

**Discussion:** Discussion of life-time achievement award.

**Action:** To be presented for approval at State Council meeting.

R. Texas Institute.....Steven Jewell

**Discussion:** Educational institute formation. A way to provide education for a fee. This institute would be provided by paid employees, a way to provide more education for nurses.

**Motion:** To develop a taskforce, with the Professional Education committee involvement, to evaluate feasibility of development of an educational arm of TxENA.

**Action:** Motion carries. Steven, along with Professional Education committee, will determine

S. TNCC/R Wieggers.....Marcia Fuller

**Discussion:** Out of state course director notified Marcia for name of TNCC instructors in the state. Marcia notified Trauma chair.

T. Naming of Awards.....Lynn Kelley

**Discussion:** Discussion of adding an award to our current list: Mary Leblond Advocacy award, which would mirror ENA's Gail Lanahan Legacy award.

**Action:** Lynn will bring this request to the Awards and Honors Committee.

U. Recognition.....Marcia Fuller

**Discussion:** Recognition of ENA members who receive significant awards is encouraged and should be recognized at State Council meetings.

- 8. Open Discussion.....All
  - A. Chapter/Committee Updates.....Cam Brandt
  - B. CE for Saturday Lunch..... Marcia Fuller
  - C. Establishment of Subcommittee times:.....Teresa Coyne & Steven Jewell
  - D. Chapter Assistance-criteria to determine need.....All
  - E. Website-access to Board & Member only sections.....All

**Discussion: Board member only access:** Rhonda sent email with password to Board only section. Rhonda posted on facebook that members who want access need to contact Rhonda.

- 9. Adjourn.....Marcia Fuller

Assignments Table

Item	Assigned To	Due Date
See action statements		