**Minutes of Meeting**

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| **Location: SC** |  | **Recorder:** |  |
| Pat Griffith, Bonnie Garner, Pam Bartley, Susan Douglas, Eilie Encapera, Julie Jones, Melissa Felder, Lina Delacruz, Melanie Stoutenburg, Victoria Grainger, Kristen Norris,Nyishah Samaneigo. Via Phone: Ellen Ruja, Cheryl Randall, Laura Gallagher, Amanda Sipes | | | |

**DATE/ TIME: 8/14/15**

**Group:SC - ENA Lead:**

| **TOPIC/ AGENDA** | **DISCUSSION/CONCLUSION** | **RECOMMENDATION/ACTION**  ***(including what, who and when)*** | **X TO FOLLOW UP** |
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| Wins  Minutes | Julie has completed her BSN  Madeline Gehrige – low country chapter has received an ENA scholarship to obtain her MSN  Pat G. Has a new cat  Bonnie’s son has completed the entire Appalachian trail. |  |  |
|  | Quarm was established  Discussion on Dues. If a person is not assigned to chapter, the $5.00 will stay at the state level. Melissa will work on getting all unassigned members placed into a chapter |  |  |
| Secretary | Per Pat: No minutes for July due to a glitch with the recording, Gina and Pat have discussed off line and will try to recreate the minutes. |  |  |
| Treasurers report | Taxes are completed. See treasurers report  Julie gave a brief in-service on reimbursement for national. Please ensure the form is completed entirely. If a member will be reimbursed from the state and chapter, you will need to submit two separate forms. Each receipt should be entered on a line item on the form. Receipt must also be a line item receipt, not just a total, You may not submit alcohol for reimbursement. Only 1 meal per meal Only submit receipts for up to the total of the reimbursement IE: $800.00 for delegates. For chapter reimbursement, you must have the chapter minutes citing the amount approved for reimbursement. Minutes should be submitted by the chapter president or designee. |  |  |
| Old business | SNA conference will be held on Oct 2-4th. Two members of the low country chapter will be manning the booth at the conference. The cost of the booth is $250.00. Cost of hotel $175.00, The group approved hotel cost plus mileage, and $40.00 per day for dining for the two members attending.  Golf Tournament Raffle tickets are ready for distribution. Central chapter has not heard back from Peedee or the Palmetto chapter to pick up their tickets. Low country is handling the silent auction. Please send items to Madeline G. Foothills chapter is handling the gift bags, they are working on getting supplies together. Costal is handling publicity. The registration form has been updated. The early bird deadline has been changed to Oct 15th. Spinx is sponsoring the breakfast. Bring the money from raffle ticket sales to the tournament. We need a list of who will be staying and what nights. On-line payment should be up and running on the website with in the week.  Government Affairs: Report submitted by Laura on various bills at the national and state level.  Membership: We are up to 617 members. Welcome letters and expiring notes were sent out to members.  Delegate: Everyone has been registered. Online training should be available soon. Our theme will be pumps and pearls, - Purple & white pearls.  Attire for delegates  Day 1: Purple SCENA T-Shirts with black pants/skirts  Day 2: Black & White  Day 3: Purple & Black  Vickie will be making the order for the shirts. Delegates need to let her know what size they will need. Vickie will also be coordinating booth duty. Please send Vickie your contact information, shirt size and where you will be staying.  Member Survey: Ellie has not heard back from Gina at this time on the recommended changes to the survey questions – She will follow up.  Chapter Reports: Chapter reports given for Central, Coastal and Low country. See submitted reports.  New business: TNCC Chair: Kristy Judd needs to step down due to personal reasons. Pam Bartley will assume role of TNCC chair immediately.  ENPC: Monitoring discussion. Eligibility requirements for who could serve as a monitor were discussed. There are not any specific guidelines in the administrative procedures for who can serve as a monitor. The group felt that those who have been course director’s activity teaching or those that have been established instructors should be allowed to monitor. Lina, Bonnie, Julie, and Cheryl will get together to verify who they fell should be a monitor. If you have a particular person that you believe should serve as a monitor, please send those names into Cheryl as soon as possible.  Peedee chapter: There has been a noted lack of participation at the state level from the Peedee chapter. No chapter minutes have been received, and there has not been representation at state meetings. Pat G. will reach out to the chapter to remind them of requirements at the state level via email / letters.  Palmetto Chapter: There has been a noted lack of participation at the state level. No representation has been present at the state meetings. Pat will reach out to the chapter to remind them of requirements at the state level via email / letters.  Central Chapter President elect – Melanie Broadwell has not attended any meetings for 2015, has not responded to any communications from the current president-Pam Shealy. The chapter will be removing her from president elect position and will be electing a president and president elect for 2016  Additional Funds: The chapter has received additional funds from national. Motion made by Julie Jones that SC hold a drawing at the booth during National for 10 - $50.00 reimbursement (expenses related to national) for all current ENA members not serving as a delegate or alternate. Observers supported by the state would be eligible for the drawing. Motion was seconded by Melanie Stoutenburg and passed.  Julie requested the state purchase a more effective device for conference calls Cost of the device is approximately $133.00. Motion was made by Pat Griffith, seconded by Melanie Stoutenburg and passed  The executive director for ENA has resigned her position. Additional information is not available at this time. |  |  |
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Meeting adjourned:

Next meeting: September 11th via Teleconference @ 12:00noon