**2016 State President: Melanie Stoutenburg**

**2016 State President-Elect: Bonnie Garner**

**2016 State Secretary: Ellen Encapera**

**2016 State Treasurer: Julie Jones**

**2016 Immediate Past President: Patricia Griffith**

**ENA'S VISION STATEMENT**

ENA is indispensable to the global emergency nursing community.

**ENA'S MISSION STATEMENT**

The mission of the Emergency Nurses Association is to advocate for patient safety and excellence in emergency nursing practice.

AGENDA –July 2016 Meeting Minutes

1. Call to Order **Melanie Stoutenburg**  5 minutes
2. Establish Quorum (11 members present on the phone; Quorum established)
	1. Welcome and Wins
	2. Approval of Minutes
		1. June 16, 2016 **Motion** to approve as written. **Passed**
3. President’s Report **Melanie Stoutenburg** 5 minutes

SCENA delegates and alternate were notified, confirmed and registered. Delegates and alternate will be offered a reduced EN2016 full registration fee of $580 and required to complete orientation materials.

National’s State Procedures Committee met, recommending that all state treasurers have oversite to manage both state and chapter funds. Texas is exempt as their chapters are separately incorporated.

1. President Elect’s report **Bonnie Garner**……………………………………………….5 minutes

In June, ENA hosted another State of the Association webinar; results of annual reports, membership recruitment and retention mentoring, best practices for member communications and introducing the new online ENA Learn.ENA leaders are invited to attend and access slide presentations quarterly.

1. Treasurer’s Report **Julie Jones** 5 minutes

State and chapter financial revenue and expense activities as of 6/30/16 contained Quick Report on file. Current SCENA assets total $74,305.29

SCENA has budgeted a total of $23,000 for delegates/alternate plus funding for our state president. Due to the cost to attend EN2016 in LA, discussion ensued to increase delegate/alternate funding this year and to encourage chapter leaders to consider allocating additional funding.

**Motion:** to increase state funding to a maximum $1,300 for each delegate and alternate. **Passed**

Elements include economy airfare, baggage fees, transportation to and from the airport, hotel (double occupancy) special delegate conference registration of $580 and daily food expenses of $50 per day.

Email requests including all receipts verifying expenses paid, within 30 days to Julie Jones reimbursement@sc-ena.org

 E. Committee Reports 15 minutes (submit written reports to Ellie and Melanie)

* 1. Education Pamela Bartley (Reports on file)

Educational offerings at reasonable prices and locations include ENPC/TNCC, CEN, CPEN and TCRN Review courses.

Save the Date flyers for our Leadership Luncheon at Saluda Shoals in August and Golf Tournament in November were submitted. Check out the SCENA Facebook page for updates on healthcare worker assault, patient surveys and opioid prescribing guidelines.

1. Trauma/ TNCC Betsy Cromer (No report on file. Absent)

Mel and Betsy met to discuss instructor monitor recommendations and a plan of action to prepare instructor monitors for the task. Mel will follow up to ensure that instructor monitor candidates have been notified.

1. Pediatrics/ ENPC Cheryl Randall (No report on file. Absent)
2. Government Affairs April Wach (No report on file. Absent)
3. QSIP Julie Jones ( Report on file)

Julie will contact Patti Howard to help clarify how updates from national IQSIP will be disseminated to state quality and safety chairs.

ENA national committees are busy creating an array of practice resources for members on line at www.ena.org

National award recipients, Lantern and State Achievement awards and FEAN inductees have been announced.

1. Membership Melissa Felder (Report on file)

As of July 7, 2016: SCENA has 600 members, 1 new member (Central Chapter) and 26 expiring members. New members were welcomed and expiring members were encouraged to renew.

**Reminder to all delegates and alternate:** Renew your membership early IF it expires prior to orduring our annual meeting dates. ***Expired members will not be permitted to serve.***

1. Communications Victoria Grainger (No report on file. Absent).

Mel will contact Vicky to request all State Council and Chapters . Meeting Minutes be posted on the SCENA for member access.

1. Fundraising Robin Baker (No report on file. Absent)

Mel will reach out to Robin about continuing in her fundraising committee role. Bonnie has offered to take some tee shirts that Robin pre-ordered to sell.

1. Scholarships Melanie Stoutenburg ( No report on file)

$500 scholarships were awarded to Melissa Felder and Julie Jones. No additional applications have been submitted.

1. Chapter reports: (Submit written chapter reports to Ellie or Melanie – Verbally report any new or inventive things your chapter is doing. Actual meeting minutes still need to be placed on the google drive in addition to your report.)

 **Central** (Email response received from President-elect and acting president, Kim Graham)

No meeting was held in June; nothing new to report.

 **Coastal** (May report on file; submitted by Susan Douglas)

Attendance at our May 19th meeting was too low to conduct business. No meeting held in June.

Kelly Bagwell-O’Neil spoke on Human Trafficking and recognizing victims.

No response as yet from the Nurse Trivia Bowl committee on our event planned for this fall.

School Supplies Project is ongoing.

Next meeting date and location: July 20 at Tideland.

 **Foothills** (Report on file submitted by Cathie Osika Landreth)

Date of last meeting: 5/19/16

Nothing new to report

Next meeting date and location: 7/21/16 @ Greenville Memorial Hospital. Neurologist, Dr. Pawar will speak on Abnormal Presentations of Stroke, sponsored by Karen Bingham for Brillinta.

 **Low Country** (No report on file. Absent)

Shawn Crowley resigned as our President-elect. Updates on a replacement election will be announced when available.

 **Palmetto** (Report on file; submitted by Chelsea Sutton)

Date of last meeting: 6/15/16

Bystander CPR presentations are planned for several, small community organizations per request from Catawba Health Fair.

Planning for another Grapevine Christmas Ville Cookie fundraiser event in December and promoting SCENA’s Enlightening Day and Leadership Luncheon in August.

Next meeting planned for August.

 Pee Dee (No report on file. Absent)

1. Unfinished Business 10 minutes

1. Golf Tournament 2016

Committee members have been tasked to acquire 2 major sponsors prior to July 15th. Gina and Julie have already contacted their sponsors. Cathie has a potential sponsor. Julie strongly advises committee members to keep the momentum going and staying on task.

 All updated golf forms can be found on the SCENA’s website allowing attendees to register on line.

The committee is requesting SCENA members to donate gift cards and other goodies for raffle prizes and silent auction items. Take donation request letters with you to popular restaurants and ask for their support. Contact Julie and committee members to declare your donation items.

2. Educational event / Managers luncheon – Patricia Griffith

**RSVP** to one of the event coordinators on the save the date flyer which was emailed to all members and is posted on the SCENA website. To date, 4 sponsors have agreed to participate; seeking more. Site visit completed. Planning to place vendors and attendees in one meeting room and send an “Evite” email to all members and via our state Facebook page. Julie will investigate an Evite to members ASAP.

3. Nurse / Nurse Leader of the Year/Nyishah Samaniego/ &Terry Green

3 nominations for each award category have been received. Blinded applications will be distributed to committee next week for review and selection by early August. Winners and nominees will be honored at our August 12th.

 4. Emergency Nurses Week/ Meredith Spell (No report on file. Absent)

1. New Business 10 minutes
	1. Booth Duty assignments EN2016 in LA

Vicky will distribute a sign up list with dates and hours and contact information to all delegates and alternate.

* 1. T-Shirt For Booth Sales EN2016 in LA

A new design was recommended. Consider shipping our current stock in checked luggage. Pricing went up slightly and no initial setup fee. Mel will check another company option/ change?

3. Give Away Items for Members

Julie is investigating ideas and costs for any occasion give away items such as SCENA pins, retractable badge holders and pen lights for new members, first time attendees and special events.

 H. Meeting Adjourned @ 12:59 pm EDT after final roll call revealed all eleven members present.

 I. Final roll call revealed all eleven members present.

Non business meeting on August 12, 2016 Luncheon and Educational Event – Enlightening Day from 10:00-2:00 pm @ Saluda Shoals