

**Delaware Emergency Nurses Association
Meeting Minutes
August 2, 2016**

Location: Kent General Hospital

Attendance:

Chris Barbour, Pam Collins, Susan Ebaugh, Lisa Lietzke, Ruth Morse, Kara Streets, Terry Thorley

Guests:

Excused: Patty Blair, Anita Symonds

Meeting called to order by Kara Streets at 1818 hrs. Quorum present so meeting may proceed.

Conference Planning:

Sample brochures for both online and mail in registrations were reviewed with minimal revisions suggested. Brochure submitted to CCHS for approval of logo use. Discussion held regarding adding Paypal to website for ease of registration.

Motion: to have DENA assume Paypal service fee for online registration this year.
Seconded.

6 Yes, 0 No, 0 Abstained. **Motion passed.**

Sample gifts were passed around during the meeting for final decision to hand out at the conference as well as sample gift for Emergency Nurses Week. The gift samples were well received by everyone present.

Discussion regarding Paypal being added to website for online registration and costs involved.

AV equipment needed for the conference include a projector and back up laptop. Kara will discuss with Susan Ebaugh regarding utilizing the projector from last year. If the projector is not available, we will check into renting a projector versus purchasing as a cost savings measure. As with last year, we will have the conference center provide the AV assistance for the day.

Pam Collins reported there are 6 confirmed vendors at this time. Five vendor checks have been received as of this date.

Secretary's Report (Barbour):

Minutes from June meeting presented.

Motion: to accept June minutes as written. **Seconded.**

4 Yes, 0 No, 2 Abstained. **Motion passed.**

Treasurer's Report (Symonds/Streets):

None. Anita was not able to be at the meeting tonight.

State Awards (Palmer/Streets):

Sue Palmer is looking for three people to volunteer as reviewers on the State Award Committee to help choose this year's award recipients. Please email Sue if you are interested in becoming a reviewer for this year.

President's Report (Streets):

Kara reported that she joined the State Captain conference call for ENA conference delegates. Lisa Lietzke, Kara Streets, and Chris Barbour will be attending the conference as state delegates. Delegate education prior to going to the seminar needs to be completed by the attendees. Town Hall Meetings and registration for General Assembly begins on Monday. The educational portion of the conference is being held Wednesday through Saturday.

ENA elections start after the conference this year.

Topics of General Assembly are unknown at this time. We will discuss at next month's meeting.

DENA is looking for Officers for the upcoming year. Positions include: President, President-Elect, Treasurer, and Secretary. Letters of intent should be emailed to Kara Streets.

Membership Committee: (Lietzke)

Current DENA membership is:

Total: 243

8 expiring memberships

TNCC (Thorley):

Waiting for new administrative procedures which have not been released as of yet. Once these procedures are available, instructors will need to read and sign off on them. Non-compliance can result in losing instructor status.

IQSIP (Collins):

Just finished having a table at the State Fair. Getting ready for the Peach Festival in Middletown. Starting to run low on coloring books and band aid holders. Pam is requesting to purchase additional hand out supplies.

Motion: to purchase band aid holders and coloring books for IQSIP events. **Seconded.**

6 Yes, 0 No, 0 Abstained. **Motion passed.**

Adjournment:

Motion: To adjourn meeting at 2021. **Seconded.**

6 Yes, 0 No, 0 Abstained. **Motion passed.**

Next Meeting: The next meeting will be held on **Tuesday, August 2, 2016**, at Middletown Emergency Department.

Respectfully submitted,
Chris Barbour
Secretary