**STTI Theta Epsilon Chapter**

**University of Central Florida**

**College of Nursing**

**June 13, 2017**

**Minutes**

**Convener:** Vicki Loerzel

**Present:** Vicki Loerzel, Joyce DeGennaro, Patty Geddie, Diane Andrews, Steve Heglund, , Maureen Covelli, Dawn Turnage, Donna Breit, Jayne Willis, Amanda Shultz (web master),

Corrine Medeiros (archivist), Sarah Snoberger (social media)

Kelly Allred (absent), Linda Hennig (absent), Anne Peach (absent).

**Recorder:** Patty Geddie

**Location:** Nemours Children’s Hospital

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| **Agenda Item/**  **Person Responsible** | **Background/Discussion** | **Action/Outcome**  **Responsible Person** |
| **Call to order**  V. Loerzel | Chapter Goals:   1. Membership growth and involvement 2. Focus of chapter: mentoring 3. Policy and Procedure manual in process 4. Chapter involvement in the community |  |
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| **Approval of minutes** | * March minutes | Minutes approved |
|  | **Board member updates/reports** |  |
| **President**  Vicki Loerzel | * Operating budget and need for budget cuts- see below |  |
| **Vice- President**  Joyce DeGennero | July 1 to July 15 Student Internship program will be open for applications. | Joyce |
| **Treasurer**  Diane Andrews | Budget presented. Assets of $56,761.77. Transferred assets to cover expenditures.  Discussed and recommended ways to reduce the budget:   * Will reduce grant size to 1 Fall grant for $1,000. * Delete the Travel line item in the budget for $1,500. * Reduce Excellence award amounts to to $250/each. | Diane  All recommendations were unanimous vote “Yes” by board.  2018-18 Budget approved with the above changes |
| **Leadership Succession**  Dawn Turnage | Election results:  Joyce DeGennaro- President-elect  Diane Andrews- Treasurer  Josie Weiss- Leadership Committee  Dawn Eckoff- Governance Committee |  |
| **Governance**  Kelly Allred | No report |  |
| **Counselor**  Stephen Heglund | No report |  |
|  | **Old Business** |  |
| STTI TE Calendar and Policy and Procedure manual | Will be drafted this summer | Vicki |
| Nursing Scholarship Day  Maureen | April 10, 2018 at same Double Tree Hotel site. |  |
| Spring meeting | To recognize Past presidents: Susan Chase, Maureen Covelli, and Jayne Willis. | Vicki |
| Chapter grants  Vicki | Next grant in Fall |  |
| Awards Donna | 3 Nursing Excellence Awarded  Iris Appendrot for Service  Daleen Penoyer for Scholarship  Jayne Willis for Leadership.  Susan Chase received the Distinguished Friend of Theta Epsilon award. | Vicki |
| New member Committee Updates  Joyce/Vicki | * Need chair and committee |  |
| Web and media  Amanda | * Website to be developed this summer. | Amanda |
| **New Business** | | |
| 2017 Day of Service | * Committee needs to be developed to plan |  |
| **Annual Business meeting** | * Held at Nemours Children’s Hospital * Current chapter board acknowledged. Summary of year presented to members, results of the election announced as above, budget presented. Excellence and Distinguished Friend Awards given. Call for volunteers. * Toni Kristopherson spoke about Nemours. Tours given of the facility. |  |
|  | **Important Dates** |  |
| Board Meeting Schedule | TBA |  |
| **Other dates** | March 23, 2018- Induction  April 10, 2018- Scholarship Day |  |

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| **2016-17 Board members** | |
| **President:** Vicki Loerzel\* (2016-18)  **Vice President**: Joyce DeGennaro\* (2016-17)  **Treasurer**: Diane Andrews\* (2015-17)  **Secretary**: Patty Geddie\* (2016-18)  **Counselor**: Stephen Heglund\* (2016-18)  **Past- president**: Maureen Covelli  **\***denotes voting members | **Leadership Succession Committee**  Dawn Turnage- Chair (2015-17)  Linda Hennig (2016-18)  Anne Peach (2016-18)  Elizabeth Kinchen (2016-18)  **Governance Committee**  Kelly Allred- Chair (2015-17)  Jayne Willis (2016-18)  Selena Tully (2016-18)  Donna Breit (2016-18) |