**CANP Sacramento Chapter BOD Agenda -- April 7, 2022**

**UCD - ASB 2325 6:00-8:00pm**

**(The room will be available after 5:00pm)**

1. Call to order: 6:20 PM
2. Introduction of Board Members
	* 1. President – Jeff Souza *present*
		2. President Elect – Lars Gjerde *present*
		3. Immediate Past-President – Gordon Worley *present*
		4. Past President—Holly Kirkland-Kyhn *present*
		5. Secretary - Kristen Lake *present*
		6. VP of Finance – Pamela Wyman
		7. Education – Maria Shimizu/Tricia Wagner *Tricia present*
		8. Membership – Gail Burmeister *present*
		9. Legislative Liaison – Karla Perisho *present*
		10. Marketing & Communications - Jan Bartuska *present*
		11. Scholarship Chair - Julie Hettig *present*
		12. Student reps (3)
			1. Heather Rosdail, Herzing University *present*
			2. Christina Malinis, George Washington University *present*
			3. Jennifer Stein, UCD Betty Irene Moore *present*
		13. Guests- *Martha Benevides (chapter member)*
3. Old Business:
	1. BOD, detailed job descriptions and procedures. *We are all assigned to find/create by the end of June a job description with detailed responsibilities for each of our positions. It would be good to put this on paper. Who do we report to at the state level? Do we need to participate in statewide calls for our position? There are some descriptions on the chapter website in the Leadership tools area. On the website, the descriptions are very vague and general.*
	2. Lobby Day, Tuesday, May 3, 2022 *Can register on CANP website, is $50/person*
	3. HOD participation *Monday, May 2, 2022. Lars, Holly, Karla, Jan, Julie, Heather are all participating from the board. Will get a hold of the state chapter and update our list for our chapter. You need to have registered for lobby day as well.*
	4. AB 890 implementation *will get an update at our chapter meeting next week.*
	5. SB 1375 *same as AB890*
	6. Student mixer *would be $1575 for Red Rabbit patio space. Tentatively May 26th. Need to come up with list of schools, UCD, Samuel Merritt, etc. Will go on CANP website. We may have board members attend in different areas, may have intro to what different board members do at the beginning. Also discuss what it would be like to be a CANP member. May we give prizes? Do we do get to know you game? Will task student reps to come up with mixer activities. Approved to make motion for mixer. All were in favor. Jennifer will come up with more detailed budget.*
4. New Business
	1. New business to discuss *what positions will be up for renewal this year? Will send out email to all current board members, we will figure out what positions are open.*
5. Committee reports
	1. Finance *thought we had $26,000 in the wells fargo acct. The wells fargo acct was closed without knowledge to anyone in this meeting. We are transferring acct to chase. We are having issues with customer service, we are currently locked out of our acct. The PO box was closed last October by accident, this has been reopened. We are getting this all sorted right now, but we currently can’t write any checks. We spend about $11,000/year. We were sent out a past budget for comparison. It is our goal to have a budget for ’22-’23. We are working on income being more than expenses. We will all be emailed the past budget. President recommending online portal to keep our internal chapter stuff available. Send Jeff an email about our ideas for a space to keep this board level things.*
	2. Marketing & Communications *recent CANP conference was good. Next conference in Monterey in 2023. BRN having another AB890 advisory meeting on May 10th. BRN is looking for NPs to be on advisory committee. We will look into booking Season 52 for the NP Gala for next year. We will work on getting resolutions for NP week earlier this year, can take up to 2-3 months to do. Gala will be 11/15 Tuesday. Jen is offering to help with our social media presence.*
	3. Scholarship *no new updates. Heather was at the conference. We would like something written from each scholarship recipient for the newsletter.*
	4. Education Next meeting *a lot of contacts were made for the conference. Summer break is June and July, we will not have a meeting this month, we also do not have meetings in November and December. Perhaps we could have more acute care topics.*
	5. Membership *numbers are steady. A lot of inactive members on the list. Should we send out emails to these lapsed members? Maybe those lapsed in the last 90 days? We will discuss more moving forward*
	6. Secretary *working on Jan-Mar 2022 meeting minutes. Once I receive meeting outline from Jeff I will finalize these and send to Jessica Thompson at CANP to update to our chapter page.*
	7. Student Representative
6. Next BOD Meetings
	1. Thursday July, 7, 2022 6:00-8:00pm location TBD
7. Upcoming Chapter Meetings
	1. Wednesday, April 13, 2022 6:00pm location Seasons 52
	2. Wednesday, May 11, 2022 6:00pm location Top Golf

Adjourn 7:39 PM