

**ASPMN NORTHERN VIRGINIA LOCAL CHAPTER
EDUCATION AND BUSINESS MEETING
JUNE 23, 2009**

CALL TO ORDER: President Regina Stiles called the business meeting to order at 8:05p.m. She welcomed back Judy Jenkins and thanked Holly Anderson and Michelle Jacques for their extra effort and assistance for the past 2 months.

REVIEW/APPROVAL OF MINUTES: Gerry Higgins moved that the May minutes be approved with one correction. "Specified number of members" will be inserted into Section 4, paragraph two, second sentence. It will now read "a ~~special~~ **specified** number of members nearly equal to a quorum ..."

REPORTS OF CHAPTER OFFICERS:

Secretary Judy Jenkins noted no new members had joined at this meeting, but 6 members had renewed their chapter membership.

Treasurer Flo Mooney-Cotter reported \$1,681.00 in our account. Food for this educational meeting was \$177.00 while the attendees paid \$182.00. Flo will purchase a gift card as a Thank You for Chris Rupprecht, tonight's educational speaker. Discussion followed about whether attendees to the educational program who do not ~~stay~~ **come** for the dinner but receive CEUs should pay a different fee than those attending both activities. At an earlier meeting it was reported that the national office of ASPMN might provide the CEU sponsorship. Regina will check into this matter. If attendees come for just the educational program, (without CEUs), it can be considered a community outreach effort. The current \$12.00 for non-members **to attend the meetings** seems appropriate.

OLD BUSINESS:

BY-LAW UPDATE: Allison Nisbet was not in attendance so the discussion will be tabled

NEWSLETTER PROGRESS: Gerry suggested a 2 sided newsletter with columns for pictures, research, updates, membership news, drug points and calendar information. Regina provided Gerry with a mock-up example from Publishers Program. The finished newsletter could be electronically sent to all Virginia members and other chapters such as Maryland.

MEETING LOCATIONS: Everyone reported satisfaction with the Reston Hospital location and thanked Holly for all her contributions to set up the meeting rooms. Regina mentioned that vendors are limited in supporting our meetings. Gerry suggested grants might be an alternative.

COMMITTEE REPORTS:

BUDGET/FINANCE REPORT: No report

BY-LAWS: Tabled until next meeting

EDUCATION/RESEARCH: Clarification of the committee's purpose was discussed. Pat Glesk will not serve in this committee. Gerry will be added. Michelle will develop a one page Needs Assessment to be distributed to our List Serve so further programs can be developed.

EXECUTIVE: Regina thanked Michelle for stepping into the President-Elect position.

MEDIA/ADVOCACY/POLICY: Regina outlined the plans for attending the ASIPP Legislative Session June 30/July 1 on Capitol Hill.

MEMBERSHIP: Michelle sent out a mass mailing in March and included membership information. It was noted that caution needs to be used whenever mass mailings are done, especially if sensitive info is included.

NOMINATING: Gerry noted that the current Pres. Elect automatically becomes President of the chapter. She will develop a slate for the end of the year.

NATIONAL CONFERENCE MEETING: To be held in Jacksonville in early September. Holly will hand make jewelry using a "beachy theme" as the Silent Auction item.

NEW BUSINESS:

CHAPTER ANNUAL REPORT: Chapter Annual Report is due July 31, 2009. Regina praised Gerry for the thoroughness of the 2008 Report and has much of the information ready to plug into it. Any information contributions can be sent directly to Regina for inclusion.

FINANCIAL REPORT: Reports will be combined for submission.

COMMUNITY SERVICE PROJECT: The project for Wounded Warrior Families at Walter Reed Army Hospital was very successful at tonight's meeting. It was suggested that we continue with this type of effort. Suggestions for a "Wellness Day for the WRAH Families" might encourage all of us to use our specific talents to assist the family members (massages, facials, health eating lectures, glucometer checks).

SURVEY MONKEY/MEMBERSHIP LETTER: Regina suggested sending out a Chapter letter which outlines the chapter's accomplishments (dated June 23, 2009, see enclosed copy), but will delete the "survey monkey" portion.

2009 MEETING/EDUCATIONAL PROGRAM UPDATED FINAL SCHEDULE:

- September 24, 2009, Reston Hospital, Program to feature "snip-its" from 2 national conferences (Pain Week and ASPMN). Speakers to be Gerry, Regina and 2 others.
- November 4, 2009, Reston Hospital, Program to feature Addiction information and a Business meeting.

Meeting adjourned at 9:04p.m.

Submitted, H. Judy Jenkins, Secretary 2009