

ASPMN Business Meeting  
May 5, 2009  
Reston Hospital Center  
Meeting Minutes

Attendees: Regina Stiles, Michele Jacques and Holly Anderson

Call to order: President Regina Stiles called the meeting to order

Minutes: Approved

Treasurer's Report:

New Business:

Regina moved to nominate Holly Anderson as interim secretary until Judy can come back from leave. Michelle – second. All in favor.

Regina moved to nominate Michele Jacques as President Elect, Holly- second All in favor.

Regina discussed the time this spring when she searched the by-laws for special meeting rules related to the development of some communication problems in the chapter. She also checked with the national office. She found the following information:

#### Section 3: Special Meetings

The Executive committee may call a special meeting of the membership provided notification is given to all members at least 15 days prior to the date of the meeting. In extenuating circumstances, a meeting may be called with a 3 day notice.

#### Section 4 Quorum

For meeting, a simple majority of members present shall constitute a quorum for the transaction of business.

Regina wants to propose that we add the following to our by-laws:

Special meeting for the executive board can be called by the president or the board, with a special number of members nearly equal to a quorum, with only business transacted as mentioned in the notice, with a 3 day notice. In extenuating circumstance, these meetings can be closed for the president, past president and president elect.

Filling vacancies: The established custom of ASPMN is for the President to bring the nomination to the board for approval and the board votes and then it is taken to the members for a vote.

We will have Allison look at the by-laws and look into making these changes.

Dee has resigned as President-elect for personal reasons. She will be greatly missed.

Michelle moved to have the chapter dues due in June to remain on the current schedule.  
Holly – second

Regina discussed the need for meeting spaces and CEU's. We were wondering if ASPMN offers the chapters a way to apply for CEU's. We are looking into churches, libraries, community centers for future meeting sites. Michelle said her condo Complex may be available. We would need the A.V. equipment and food. Holly said she could get the A.V. Let's all keep looking into this.

Committee Reports:

Membership: Michelle is keeping up with the membership list. One person asked to be removed for the list serve and Regina was able to do this. Regina has given Michelle the password so she can make the changes as they come up.

MAP: Gerry is asking to be relieved of this responsibility. This leaves a vacancy. Cheryl and Regina are still involved.

- Wade Delk will get us into the Pain Forum meetings on Capitol Hill/Senate hearings. Please let Regina know as soon as possible if you are interested.
- ASIPP- June 30-July 1 on Capitol Hill- keep thinking about the great opportunity- Regina will e-mail us with the deadline to register.

Nominating Committee: Gerry

- We need more members! Then we will have more people to nominate!

Newsletter: Gerry/Judy/Regina

- Need to start with one page- front to back
- Ideas- Pharmacy corner/Presidents Briefs/Notes from the field/ etc.

Executive- Regina

- Chapter Annual Report is due July 31

National Conference Meeting-

- September 12-15<sup>th</sup> in Jacksonville, FLA. We need to reserve a room now for our chapter
- Who is going? Regina is going and Michelle is not sure yet.
- We will need a silent auction items- Holly offered to do jewelry.

Regina got elected to the national organization board of ASPMN as the secretary. Congratulations!

Up-coming meeting: June 23<sup>rd</sup>. Regina is working on the flyer. The room is reserved. Regina will send Holly and Michelle the publisher information about making flyers. Holly will work on the CEU packet.

Meeting adjourned at 8:30 p.m.

Holly Anderson, Interim Secretary