

## ASPMN Northern Virginia Local Chapter Minutes

April 07, 2011

Location: The home of Michelle Jacques

Time: 1913 Meeting called to order by Michelle Jacques

Attendance: Gerry Higgins, Florence Mooney-Cotter, Michelle Jacques, Mary Beth Smith, Regina Stiles

The purpose of this meeting was to review the evaluations of the spring conference "Complexities in Pain Management ", discuss the conference in general, and future of role of this chapter.

At this point in time we are uncertain whether we should attempt a conference like this again.

The financial balances post conference were reviewed, awaiting payment from one vendor. Final tally TBD.

Asked Regina to thank the vendors and find out if Perdue is going to send us our grant money. Michelle will ask ASPMN if any grant money is available if we attempted to do another conference.

Flo suggested contacting our current (approximately twenty) members of this local chapter, telling them what we have done this year, ie: the above conference and community projects and ask for feedback. .

Michelle will post the online newsletter with the 'President's Message', with a summary of the conference with slides, and call for involvement/commitment.

Flo asked, would we like to get involved politically? Gerry to obtain objectives/content outline/title from Dr. Heit and Micke Brown. Regina to obtain from Dr. Van Osten. Disclosures need to be identified as well if applicable.

Gerry stated she is working with INOVA Learning Network on borrowing an audience response device for the conference.

Michelle needs BIOs for Gerry Higgins and Dr. Van Osten for brochures.

We brain stormed on how the brochures will be distributed and how we will get people to register for the conference. Bottom line; this will be a labor intensive group effort. We will have to hand deliver, mail, verbally notify any potential patrons about the conference to ensure maximum participation.

Michelle will contact Antonio with Crown Plaza about details of contract. ie; we need to know details on rain dates, financial obligations, using a credit card for deposit, etc.

Summary: Number one priority is Michelle needs all paperwork necessary to get to ASPMN early next week.

Meeting adjourned at 2150.