

DATE: 9/17/2014 CALL TO ORDER: 1810 ADJOURN: 2058	LEADER: Patti Haberer, President RECORDER: Katrena Beckham, Secretary LOCATION: Montgomery, Alabama
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MEMBERS PRESENT: Patti Haberer - President ; Martha Davidson - President-Elect; Pam Whitley - Treasurer; Jennifer Anderson - Director of Communications & 2014 Conference Co-Chair; Michael Byars & Karen Eubank- Alabama Conference Co-Chairs; Cindy Norris - Director of Awards; Trudy Huey - Director of Conference Planning; Terry Barton – Chair, Nominations Committee; Katrena Beckham - Secretary; Nadine Mulligan-Director of Communications-Elect; Nancy Scott- Director of Awards- Elect; Ian Cordes - Corecare Association Management, Inc.

Patti Haberer called the meeting to order
Introductions and welcome to new members.
Martha Davidson will be acting as Parliamentarian.

Adoption of Agenda:

Motion by Martha Davidson to adopt the agenda.

Second: Jennifer Anderson

In favor: 9

Opposed: 0

Motion carried.

Approval of January 2014 Winter Board Meeting Minutes:

Motion by Cindy Norris to approve minutes after corrections.

Second: Jennifer Anderson

In favor: 9

Opposed: 0

Motion Carried.

President's Report

Patti Haberer

Marriott Points:

Patti redeemed her points for a \$ 25.00 gift card from Bed, Bath & Beyond. Gift card will be donated to the 2014 Annual Conference silent auction.

Conference Call Access Line:

Conference call access line is now available through AT Conference. The fee is pay as you go with no monthly charge.

WOCN® Society Attorney:

Per Heather Martinek, SER WOCN® Society may access WOCN® Society's attorney.

2013 Conference Registration Update:

Terry Fain finally submitted her conference registration payment of \$275.00

2014 Conference:

No Post-Conference board meeting this year. Board members will be reimbursed for meals \$50/day.

Board members please visit all the exhibitors and tell them we appreciate their participation.

The Silent Auction will be held in a separate room from the exhibitors.

Jennifer Anderson had the Exhibit Hall game card printed at Office Depot. Printing was free due to errors made by Office Depot. Attendees will have their game card signed by the exhibitors. There will be two drawings for \$100.00 on each day.

Renee Epting has done a stellar job overseeing Posters. Judging was done on Survey Monkey. First prize winner receives \$1000.00; 2nd prize receives \$500.00; 3rd prize receives \$250.00.

A 1099 Form must be provided to any person receiving over \$600.00.

Action Item:

Pam Whitley will contact our CPA to ensure a 1099 gets sent to all scholarship winners and the 1st place poster winner.

Friends of Ostomates Worldwide (FOW):

FOW send ostomy supplies to third world countries. Patti received an email requesting a grant. *Motion by Martha Davidson that this item be placed into next year's budget and discuss at 2015 Winter Board Meeting.*

Second: Cindy Norris

In Favor: 8

Opposed: 0

Motion carried.

Action Item:

Discuss sending grant to FOW at Winter Board Meeting.

WOCN® Society Update:

WOCN® Society has informed the Regions to submit a Charter Agreement and to update their By-Laws. The membership will need to approve the updated By-Laws.

Action Item:

Submit Charter Agreement to WOCN® Society by January 31, 2015.

Action Item:

Update By-Laws using WOCN® Society template during the coming year.

Patti Haberer, Martha Davidson, and Jennifer Anderson attended a WOCN® Society conference call on September 25, 2014. Patti expressed her concern regarding the new By-Laws; only allowing one person from Industry to serve on the Regional Board at one time. At the National level, governmental / reimbursement policies are set, therefore Industry members cannot serve on the WOCN® Society Board.

Trademarking

WOCN® is a registered trademark ™ owned by the WOCN® Society. The WOCN® Mark is not to be used by individuals or groups as a name, title, or credential for an individual or as an abbreviation for wound, ostomy and continence nurses/nursing.

Credentials

The WOCN® Society follows the American Nurses Association position statement about the order of credentials for professional nurses. SER WOCN® will use the following order:

- Education (highest earned degree first)
- License (Designation required by the state)
- National Certification
- Awards and Honors
- Other certifications

WOCN® Society Logo:

The WOCN® Society's logo is used to identify the organization and project the brand personality. The logo is a diamond shape and the main color is blue. SER WOCN® Society will need to re-do as our current logo includes the WOCN® Society diamond shape.

Action Item:

Re-do SER WOCN® Society logo during coming year to comply with WOCN® Society's guidelines.

Solicitation Emails:

As a reminder, delete solicitation e-mails addressed to their @serWOCN®.org accounts.

WOCN® Society Membership Dues:

Board members must keep their membership dues up to date or they are subject to forfeiting their Office.

SER WOCN® Membership Roster:

WOCN® Society sends out the SER WOCN® membership roster every month. Bernie Haberer (webmaster) distributes the roster to the Board. Rosters are posted on Board section of the website.

Motion made by Jennifer Anderson to send each State Reporter and Nominations Committee members a list of members and email addresses for their State only.

Second: Patti Haberer

In favor: 8

Opposed: 0

Motion carried.

Action Item:

Follow-up needed. Who will send the membership lists sorted by State to State Reporters and Nominations Committee members? Director of Communications? Nominations Chair? Secretary?

President-Elect Report

Martha Davidson

The webmaster contract was reviewed by an adhoc committee (Martha Davidson, Jennifer Anderson, and Trudy Huey). Bernie Haberer, BH Enterprises of East Lake, Inc., BHE contract was renewed for one year.

The Corecare Association Management, Inc's 2 year contract is up for renewal on 12/31/14. The

same adhoc committee will be reviewing this contract for renewal.

The Winter Board Meeting is January 30-31, 2015 in Orlando, Florida at the Rosen Center. Air flight reservations need to be made by each Board member with the intent to keep the cost below \$500.00.

All the Board Members are Bonded by Traveler's Insurance Co.

Secretary's Report

Trena Beckham

The minutes for the Board meeting and the General membership meeting will be sent out to the Board for review.

Nominations Committee

Terry Barton

Terry will give the oath of office to the 4 new Board Members at the General Membership Meeting on 9/20/14.

Conference participants will receive a form to use if they are willing to volunteer to run for an office in 2015.

Treasurer's Report

Pam Whitley

Pam has successfully changed SER WOCN® Society's bank to SunTrust of SE. She is keeping the BB&T Visa cards for the present. \$196.41 remains in the checking account at BB&T bank.

Motion by Pam Whitley to provide Visa cards from Sun Trust bank for the President, President-Elect, Treasurer, and Association manager.

Second: Trudy Huey

In Favor: 8

Opposed: 0

Motion carried.

Once Pam receives the Visa cards from SunTrust Bank, she will close the BB&T account.

Total all accounts in SunTrust bank: \$ 271,625.02

Savings (acct. 2621): \$55,582.93

Checking (acct.8195): \$90,773.37

Money Market(0373): \$125,268.72

BB&T Bank:

Checking (acct.7087): \$196.41

Total both banks: \$271,821.43

The annual conference budget averages \$125,000.00. Pam made the suggestion to always keep this amount of money in the Money Market account.

Expense Vouchers are in the SER WOCN® website. Meals will not be reimbursed on travel days.

Awards Committee

Cindy Norris

SER WOCN® Society donated \$2000 to WOCN® Society for scholarships.

SER WOCN® Society donated \$2000.00 to the Youth Rally.

Rookie of the Year - There were not any nominations this year.

SER WOCN® Society Conference Scholarships - Only nine applicants. Five members awarded scholarships of \$1200.00 each. All applicants have been notified whether they have won a scholarship or not. Winners are required to write an article for the SER WOCN® newsletter.

Action Item:

Follow-up with scholarship winners to write an article for the newsletter.

Dorothy Doughty Award – There were not any submissions this year.

Discussion and recommendation to consider to start our own Scholarship for advanced degrees within our SER WOCN® Society instead of donating the \$2000.00 to the WOCN® Society.

Action Item:

Patti Haberer will bring this up at the Winter Board Meeting

Nurse of the Year Pin - We still have 2 Nurse of the Year pins.

Director of Special Projects

Patti Haberer for René Epting

Poster Award:

The first place winner used the title “WOCN” vs. “CWOCN”. Per the WOCN® Society position paper on registered trademark guidelines, the credential, “CWOCN” is the appropriate credential to use after the individual’s name.

Action Item:

Ensure all credentials are within the WOCN® Society Guidelines.

The second place winner had 11 people who contributed to the poster. Lead author Karen Edwards. Karen is the only author attending conference. As the Pre-conference speaker her conference registration is compensated. At least one author must attend conference.

Action Item:

Discuss at next Board Meeting. Should at least one author not only attend conference but also pay for conference? Full conference or one-day only?

Director of Conference Planning Report

Trudy Huey

2015 SER WOCN® Conference:

Conference to be held in Orlando, Florida, at the Rosen Center on September 10-12, 2015. Charlene Demers is the Conference Chair.

We will have our Board Meeting on September 9, 2015.

2016 SER WOCN® Conference:

The 2016 Conference will be held in North Carolina. The North Carolina (N.C.) WOC nurses are considering Asheville as the host city. The hotel has to have enough space for the number of vendors we have. The North Carolina State President, Karen Sanders, will be the 2016 Conference Chairman.

Director of Communications

Jennifer Anderson

Two of the State's six (6) reporters have been replaced:

Kathie Fuller has been replaced by **Angela Dye** for the State of **Georgia**.

Amy Bandelier has been replaced by **Barbara Dale** for the State of **Tennessee**.

Linda Ravenhorst is ready to cycle off for the State of Florida.

A contact list has been compiled for each state reporter which includes the members in their respective states.

A flash drive will be utilized to document any communications that can be passed on to the new Director of Communications.

This was the first year the room/ride share site was utilized. Bernie placed the form on the website and Jennifer coordinated the requests.

Adjournment: 2058

