

Southeast Region of the WOCN Society

Board Meeting Minutes

September 25,2020

Zoom Meeting 5:00-6:45 pm

Call to order: Zoom Board meeting meeting convened at 5 pm on September 25 with President Laura Shafer presiding and Cynceré Neal, Secretary

Attendees: Laura Shafer, Glenda Burnette, Cynceré Neal, Angela Dye, Melanie Jacobs, Amy Armstrong, Donna Byfield, Martha Davidson, Nancy Scott, Cordelia Sherrod, Bernie Haberer. David DiPuma (joined for conference planning only)

Welcome: Introductions by President Laura Shafer.

Approval of minutes: Motion was made by Martha and seconded to approve the January board meeting with said corrections.

Board Reports

Glenda Burnette- VP/President- Elect

- Planning for a virtual winter board meeting with tentative date January 22

Cynceré Neal- Secretary

- Membership at 715. Emory welcome letters have not been distributed to graduates. Welcome letters to new SER members have not been sent. These letters will be sent soon.

Angela Graham Director of Conference Planning

- Majority of the work has been done for the postponed conference for 2021.
- Angela is now President Elect beginning January 2021 and will end her term as Director of Conference Planning December 2020.
- Sharon McCarthy has been approached to and is open to take over the term as Director of Conference planning which ends December 2021. Glenda as president-elect made a motion and was seconded to appoint Sharon McCarthy. Motion carried.

Angela Dye Director of Awards

- The awards for the 2020 SERWOCN

Nurse of the Year: Nancy Scott

Rookie of the Year: Hannah Cleveland

Conference Scholarships: Theresa Hernandez, Felicia Barnes, Stephanie Garcia, Jason Pratt, Stephanie Fortenberry, Cynthia Barney

Advanced Practice scholarship: Ashley Baxter, Margaret Burden

WOCNEP Scholarship: Juleigh Vargas

- Various celebrations have been held for the Nurse and Rookie of the Year. Official letters will be sent to the winners. The recognition will be displayed on SER WOCN website and social media. Letters will be sent to the persons who nominated the candidates who were not selected for WOCN Nurse and Rookie of the Year.
- During the zoom board meeting on August 4, 2020 a motion carried to select another SER WOCN Nurse and Rookie of the year for 2021
- There were 12 conference scholarships voted on with 6 people awarded this year. Angela suggested rolling these scholarships over to next year. During the Zoom board meeting on August 4, 2020 a motion carried to restart conference scholarships next year.
- Nancy Scott as newly elected Nominations Chair will no longer need conference scholarship. 6 conference scholarships will be awarded for the postponed conference next year at the \$1000.
- Charitable donations for 2021 will be discussed at the January 2021 board meeting
- See attached report for further details

Melanie Jacobs- Director of Communications

- Reporters for each state except Tennessee
- Mentions Stephanie Garcia who was appointed/volunteered for adhoc social media committee. She has been assisting director of communications for a 3 month trial to help with enhancing social media presence.
- Nancy Scott suggested a calendar of events to be listed on social media to help with planning

Amy Armstrong Director of Special Projects

- There were a total of 13 submissions for the poster session. 9 were eligible for judging. The other 3 were submitted by board members who cannot be considered for judging.
- Open for submission again for 2021

Donna Byfield- Nominations Chair

- Conducted installation of officers Cordelia Lucas Sherrod- Director of Communications and Nancy Scott Nominations Chair. Each term begins January 2021.

Bernie Haberer

- plans to make conference logo changes to reflect 2021 conference
- Insurance: Partial refund received, 2021 changed to Orlando
- **Conference refunds / roll overs:**

Status >	Refund	Roll Over	Not Paid Cancelled	PAID Waiting for Response	
Exhibitors	1	9	4	4	**
Attendees	17	29	6	1	*

**** Holding 2 checks:**

**** Hollister sent a second check for Grant after we returned the first check. (Discussed depositing the second \$3000 check and will refund if requested)**

<p>** KCI/Acelity: registered for two booths, but sent a check for 1 booth AFTER the postponement emails were sent (<u>3M & KCI have merged after check sent. Discussed depositing the check from KCI for \$1100 and will refund if requested</u>)</p>
<p>** Edgepark paid for booth and symposia fee. Contact is no longer with company, waiting for new contact information</p>
<p>** Darco cancelled but kept the \$500 break sponsorship in place - Roll over? (not discussed during the meeting)</p>
<p>** Other Exhibitors not responding: Urgo Medical, Wound Vision, Hollister</p>
<p>* 1 attendee has not responded (Patsy Hicks)</p>

David DiPuma (Defining Point)

- Still attempting reconciliation with Marriott for the 2019 commission check at 7% which is estimated around \$3000
- Rosen Centre contract for 2020 has been postponed for 2021 with the same agreement with dates for August 26-28, 2021.
- There is a contract proposal for Sheraton in Birmingham, Alabama for 2022.

Martha Davidson- Treasures Report

- Discussion regarding moving of funds/accounts to a local bank due to bank mergers. Tabled and will discuss at the next board meeting January 2021.
- Reviewed outstanding bills for 2020 along with account balances.

Cynceré Neal, MSN, FNP-BC, CWCN

Secretary

Approved 1/22/2021