

# **PNWSGNA Board Meeting Minutes**

## **March 10, 2007**

### **Virginia Mason Medical Center**

**Members present:** Bill Smiley, Katie Raybuck, Shanna Mosher, Donna Seaberg, Heather Blyth-Foss, Marianne Houlne, Helen Woods, Sheryl Tack, Jeanne Ronk, Darlene Buckley, Dianne Spanski

**Meeting called to order at 1131.**

**President Heather:**

Minutes from February meeting were seconded and approved with no changes.

**SGNA House of Delegates Resolutions**

Heather is working on a letter to include with a copy of the resolutions to send to all PNWSGNA members and to post on the website for any feedback before the SGNA National Conference. She passed around the proposed letter for all board members to read. She discussed the possibility of paying someone to complete this task- suggestions included using Mailboxes, Etc. or UPS. Jeanne will check into prices for such a service.

**Strategic Planning Surveys**

Marianne collected the completed surveys from all board members. She will be compiling the results of the surveys and will present the results at the next board meeting.

**Train the Trainer Course**

Olympus is booked for this course offering until at least October. The first potential date for PNWSGNA to schedule this course would be Saturday, 11/3/07. Heather has tentatively reserved space on this date at Valley Medical Center. The course would have 7 CEU's (3.7 GI specific).

**Treasurer Shanna:**

No new business. Handed out business cards to all board members who ordered them.

**President-Elect/Vendor Coordinator Donna:**

Donna noted there is a lot of vendor interest in the Fall Conference. Donna has contacted four possible speakers for the conference and Jeanne has also contacted potential speakers. The board members decided to have speakers all day instead of breakout sessions. Marianne discussed vendor placement at the conference and Jeanne stated she knows a nurse from Swedish who might be interested in the Vendor Coordinator position. The conference planning committee will meet within the next month to begin the process of choosing speakers.

**Scholarship Chair Katie:**

All candidates who applied for the Betty Schulenberger scholarship will receive the funds. The winners include: Amy Hauschild, Linda Fortney, Jill Ragsdale, and Diane Gelotte. The winner of the Andy Gilmore Scholarship is Sheryl Tack.

**Marianne:**

Marianne would like to have an identifier for board members at conferences. She inquired if PNWSGNA should mail out surveys to members regarding if they work in hospitals and/or ambulatory centers, their credentials, etc. She passed around a sample of a similar survey conducted by SGNA.

**Website Coordinator Bill:**

Bill continues to update the website and reminds all board members to check information on the site and inform him of any changes needed. Shanna discussed problems with web billing.

**Jeanne:**

Jeanne has been checking into sites for the 2008 Fall Conference. Possibilities are the Bellevue Hilton, the Bellevue Embassy Suites, sites in Tacoma, or sites in SeaTac. Another area suggested for the 2008 conference was Issaquah. She brought up the possibility of the conference being held in Eugene, Oregon in 2009 since an Oregon member has expressed interest in running the conference as well as wanting to be a Director at Large.

**Fall Conference:**

Heather suggests determining a budget for the conferences. Members agreed that we needed to look for sites that provided appropriate accommodations at a reasonable price. Access to the conference sites must also be considered.

Bill suggested past presidents try to do outreach to members in Alaska and in other states.

**Meeting adjourned at 1224.**

Respectfully submitted,

Darlene Buckley RN CGRN  
PNWSGNA Secretary