

MN IAFN Board Meeting – April 27, 2012 6:30p-8pm

Attending: Amy Langenfeld (President-Elect), Barb Kern-Pieh (Treasurer), Linda Walther (Education Chair), Kathryn Carver (Membership Chair), and Paula Johns (President). Meeting at P. Johns's house. Regrets on attendance from Karine Zakroczymski (Government Liaison) and Cindy Dikmen (Secretary).

Meeting called to order at 6:30pm

Report from Treasurer (Barb Kern-Pieh): \$5,105.00 in account; recent expenditures were \$150 for speakers and basket for MNCASA AWARE event, took in \$130 in CEU education event for April, 2012.

Report from Membership Chair (Kathryn Carver): Kathryn and Linda Walther have composed a letter to be sent out to current members and members whose dues are about to lapse. They have also designed membership cards to be mailed to members. No date set for when they will be mailed at this time. Kathryn agreed to contact Bonnie Barsa at the home office of IAFN via email to get the most current member list so that we are able to send the bylaws, we will have an updated listing. Kathryn also requested that if the Board contacts any of the MN chapter members, that they go through Kathryn.

Other items of business:

- 1) Paula was interested in finding out how things are going for everyone in their current role as board members. There was a discussion of past president, Kassandra Moore. Everyone had agreed that Ms. Moore has not communicated with any of the current board members for some time. Paula (current President) has sent her numerous emails asking about Ms. Moore's interest in being involved this year in the MN chapter but has had no response. Per current bylaws, Ms. Moore has not paid dues for either IAFN or the MN-IAFN, therefore she is not a paid member. Once the bylaws are updated, Paula will send via certified letter to Ms. Moore informing her that she will be removed from her past president posting.
- 2) Amy Langenfeld (President Elect) has been working on the bylaws and will be sending them to the Board by June 1, 2012 for their approval before sending them onto the chapter members for their vote. It was decided that chapter members should be given 2 weeks to be able to read and vote on them. For those who do not respond, that will be interpreted as a "yes" response.
- 3) Included in the bylaws will be descriptions of the representatives to the chapter. Paula had emailed the chapter representatives to submit what they consider a description of their role so that it can be included in the bylaws. Only Leah Mornes-Kulscar, our northern MN rep had sent replied as to date. Kathryn said that she would send her job description to Amy.
- 4) Board meetings – The board members voted on having the MN-IAFN board meetings to be held immediately after the monthly education events (which were recently moved to the 4<sup>th</sup> Thursday of each month). Included in the discussion was the challenge of trying to find a date and time that works for everyone, this seemed the best choice. Per the original bylaws, the board meeting is open to anyone and Paula will remind people every month in her newsletter that all are invited to attend. We agreed to have the board meetings from 8:30-9pm each month.
- 5) Paula gave a recap of her meeting with representatives Gail Norris (Trauma manager and SANE manager/director) and Becky Zacharias (CADA) in Mankato regarding planning of the MN-IAFN chapter conference. The day long event will be held on Saturday, Sept 15<sup>th</sup> in the lower level conference room at the Mankato Mayo Hospital. It was decided that payment for the conference can be done thru the MN IAFN website with half price to students who want to attend.

- 6) Linda Walther informed us that the past president, Kassandra Moore had still not separated the original MN Facebook page from her personal account, despite several requests for her to do so from Linda Walther and Paula Johns. (IAFN will also be notified about this matter and Ms. Moore's unwillingness to send the board the key to the PO box despite repeated requests.) The new Facebook page for the MN-IAFN chapter is at <http://www.facebook.com/pages/MN-Forensic-Nurses/355256141158857>. Linda is looking for volunteers to assist in working on the Facebook page; Amy and Kathryn volunteered.
- 7) Emily Baldwin, a SARA member was mentioned as a possibility as the chapter's southern representative. Amy will contact her about the position.
- 8) Linda will contact MNCASA so that our chapter will have one main person there to be a contact person, now that Sara Thomes has left her position at MNCASA.
- 9) IAFN would like the chapter to submit all of their educational events to them, so that they may include links to this information.
- 10) It was brought to the board members attention that training for board members may be found on the IAFN website; the board members were encouraged to follow-up on this training.
- 11) The board also discussed the IAFN chapter conference calls, which the board recently learned about. The next conference call will be on July 25<sup>th</sup>, 12 noon EDT/11am CDT. Barb has invited the board to meet at the SARS office at 11am that day to sit together for the call. Paula will send out a reminder to board members prior to that date. Cindy Dikmen was the only one who could participate in the previous call and had reported that much of it was interference on the line. October 10<sup>th</sup> will be the last conference call for the year, from 5p-6pm.
- 12) There was discussion about the October IAFN conference in Puerto Rico. Most of those attending were interested in going, however financial abilities are a dilemma for some.

Meeting adjourned at 8pm. Respectfully submitted by Kathryn Carver and Paula Johns, President