

FENA EXECUTIVE BOARD MEETING MINUTES

<p>NAME OF GROUP: FENA Executive Board DATE: January 28, 2009 LOCATION: Daytona, FL Ocean Convention Center - Room TIME STARTED: 8:08AM ENDED: 0944 ATTENDEES: Keith McKernan, Dottie Hindman, Mari Hoover-McGarry, Darleen Williams, Rolf Dominikow, Andi Foley, Paulatte McKernan</p>	<p>FACILITATOR: Keith McKernan RECORDER: Andi Foley</p> <p style="text-align: center;">** See Secretary's file for supportive material.</p>
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ITEMS DISCUSSED	ACTIONS	PERSON/GROUP RESPONSIBLE	DATE DUE
Call to Order	Meeting was officially called to order	Keith McKernan	Completed
Verification of Quorum	Verification was confirmed, Parliamentarian	Dottie Hindman	Completed
Approval of Minutes (**)	October 2008 minutes presented Motion to approve as written: Dottie Hindman Second: Mari Hoover-McGarry Passed	Keith McKernan Andi Foley	Completed
SESS Update	Website to be updated soon. Facebook acct started.	Mari Hoover-McGarry	State Council mtg
FENA Strategic Plan (**)	Minutes from planning meeting provided. ENA plan provided by national to states and available on ENA website. ENA requested that states align with national strategic plan. FENA planning accommodated this request from national – see strategic plan minutes for 2009 plan.	Keith McKernan	Update completed.
Committee Chairs	National has requested / required new committee positions. FENA will be seeking members to fill new committee positions.	Keith McKernan	Update completed.
Volunteer Model	New positions required by ENA include Volunteer Resource chair, Student Nurse Relations Chair, Media Relations Chair, Membership Chair, and Certification Chair. These positions are part of the volunteer model to entice new members to increase activity. Will have to have call for committee chairs today.	Keith McKernan	Discussion completed.
Treasurer's Report (**)	Quarterly report presented. Motion to approve as written: Andi Foley Second: Mari Hoover-McGarry Passed	Rolf Dominikow	Completed.

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	Discussed investment strategies based on recommendations from National ENA.		
Proposed General Assembly changes.	In efforts to be fiscally responsible and better complete the business of the assembly, ENA is suggesting changes to delegate number ratios or other options. Survey was presented to state presidents and have already been completed after Keith received opinions from board. FENA feels that ENA will probably choose 1:100 delegate ratio. Darleen and Paul Mazur are working on rewriting the delegate application. Concern raised about making certain chapters are represented to the best of FENAs ability.	Keith McKernan	Discussion completed.
2009 Budget	Presented. Discussion. May change based on decisions at national level regarding delegate ratio. Plan to propose / present 2009 budget to state council without ration changes with the knowledge that budget will change when ENA makes decisions. Plan to recommend state council approve preliminary 2009 budget with possible revision according to decisions made by national ENA.	Keith McKernan Rolf Dominikow	State Council
Financial procedures	FENA needs to provide 1099 to all members who receive honorariums / delegate stipends greater than \$600 per year. This requires W-9 from each effected member. Some members who received funds in 2008 did not provide W-9 and FENA will be billed \$50 per delinquent members. Since W-9 includes SSN, FENA needs to be proactive to protect privacy and security of members data. Dottie Hindman presented procedure for W-9.	Keith McKernan Rolf Dominikow	State Council
Parliamentarian report (**)	Presented to board.	Dottie Hindman	State Council
ENA Scorecard	Please look at the scorecard for FL data. Sherri Cook has mailed letters to FL senate and representatives. Please be aware of contents in case questions are asked.	Keith McKernan	State Council
2008 State Leaders Orientation	Brief overview.	Keith McKernan	State Council
2009 Chapter Leaders Orientation	Challenges with venue. Next meeting will be in April but is NOT in conjunction with EMS. Recommended that FENA	Keith McKernan	State Council

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	CLO be held in conjunction with the next FENA meeting and request to be held at FL ACEP mtg if space is available. Will look at possibility of web conferencing if ACEP space is available. Rolf also offered space at Altemont springs if ACEP is not available.		
Treasurer policy discussion	Requested storage / distruction of receipts policy and a policy for the review of the annual tax return.	Rolf Dominikow	April meeting
Adjournment	<p>With no further business to discuss, a motion was made to adjourn the meeting at 0944. Motion: Mari Hoover-McGarry Second: Andi Foley Passed.</p> <p>Next Exec Board meeting to be held as decided at State Council meeting.</p>	Keith McKernan	Completed