


ASPMN Great Lakes Chapter

Agenda February 19, 2024, Time 1730-1830 EST (1630-1730 CST)

Member List		Chapter Officers	
<ol style="list-style-type: none"> 1. Bhangu, Navneet 2. Holmes-Walker, Susan 3. Markos, Daniel 4. Meyers, Ashley 5. Nichols, Tara 6. Vallerand, April 7. Vanni, Linda 8. Younger, Amanda 9. Merkel, Sandra 	<ol style="list-style-type: none"> 10. Loes, Jean 11. Pasternak, Elizabeth 12. Vestrand, Angela 13. Christina, Elizabeth 	<ul style="list-style-type: none"> • Immediate Past-President Ashley Meyers • President – Tara Nichols • Secretary – Ashley (take minutes) • Treasurer – Liz Christina • CNE Planner - Dan • President-Elect - vacant 	

1730	Welcome and Agenda Overview	Tara	<p>Welcome -</p> <p>Website: https://glcaspmn.nursingnetwork.com/</p> <p>Please nominate a fellow chapter member for a national ASPMN award! https://aspmn.org/aspmn-awards/</p>
1733	Membership Update	Tara	Reminder to renew GLC chapter membership – Tara to check confirmation email. Still need to do
Reports of Chapter Officers and Committees			
1735		Tara	<p>Chapter 2023 accomplishments</p> <ol style="list-style-type: none"> 1. Website 2. CE series 3. Established the memorial scholarship 4. Two chapter members as speakers at national conference 5. Over 6 members attended national conference 6. Chapter paperwork is in order and up to date except taxes <p>Chapter 2024 proposed schedule</p> <ol style="list-style-type: none"> 1. Complete 2022 and 2023 taxes 2. Complete scholarship guidelines and send out applications 3. Establish a nomination committee and have elections (President-elect and Secretary) 4. Determine CE series speakers and dates 5. Complete website upgrades with new financial abilities
1745	Financials	Liz Christina	<ul style="list-style-type: none"> • Comerica - Balance • Switching from Paypal done • Outstanding payments <ul style="list-style-type: none"> o Tara for payment for RA. need to submit receipt for payment o F/u on Nationals overpayment return of \$500.

ASPMN Great Lakes Chapter

aspmngreatlakes@gmail.com <https://glcaspmn.nursingnetwork.com/>

ASPMN Great Lakes Chapter

	Meloche Memorial Scholarship Fund	Linda	Update on scholarship Checking account #:1853433306 Comerica <ul style="list-style-type: none"> Look Up in Zelle under melochememorialfund@gmail.com Please review/share fundraising flyer - Kathy's birthday is December 19th. Tara to check to see if the online payment system can take international payments Agreed to only give 50% of balance in scholarships per year. If the amount is enough will give one conference scholarship for \$500 and one scholarship toward certification. Criteria for scholarship: <ul style="list-style-type: none"> Active member (Present CE, Officer, on committee, attend meetings) Paid national membership Pain chapter membership Linda sending out thank yous to contributors \$2000
	Compliance	Ashley	<ul style="list-style-type: none"> Taxes see note below
1755	Continuing Education Update	Dan	Planning for 2024 season see notes below
1800	2024 Officers	All	2024 President - Tara 2024 President-Elect Secretary - Website Ashley Treasurer - Liz CE Coordinator - Dan Scholarship Committee - Linda, Past-President, President, and volunteers
1810	What's Next	All	Next meeting is February 2024 5:30-6:30 PM Note ASPMN conference dates for 2024 changed to Oct 16-19th in San Antonio, TX
Next Meeting	Action Items		To Do's <ul style="list-style-type: none"> Renew your GLC membership via our website at https://glcaspmn.nursingnetwork.com/ Nominate a fellow chapter member for an award: https://aspmn.org/aspmn-awards/ Please check out the Meloche Memorial Fund Nominations for officers: April and elections May: Need one person to serve as nomination committee

Please send any physical correspondence to
 Michigan Registered Agent c/o ASPMN Great Lakes Chapter
 2222 W. Grand River Ave
 STE A
 Okemos, MI 48864 | (248) 247-2033

ASPMN Great Lakes Chapter

aspmngreatlakes@gmail.com <https://glcaspmn.nursingnetwork.com/>

ASPMN Great Lakes Chapter

To do items:

1. Tara-Contact Nationals about monies for basket x2, reimburse for 500 took it twice, and michigan list
2. Ashely will do taxes
3. Ashely agreed to be Secretary
4. Dan will cont. CE need moderator status on website Ashely will do
5. Ashely will stay administration of website and secretary make Dan moderate March 5th

Completed items:

- transferred all remaining funds from PayPal account into our comerica checking account
- worked with Deb to cancel PayPal account on 2.6.24
- Created affinipay account (works with website, same cost as PayPal) - our link for payments is here: <https://secure.affinipay.com/pages/greatlakeschapteraspmn/payments>
- Tied affinipay account to nursing network website
- affinipay account is tied to our comerica checking account
- confirmed that PO Box is canceled
- fixed membership glitch on website - all membership renewals will now be on a rolling calendar basis (instead of fixed year as we had previous). So if you renew today, your membership expires 1 year from today.
- chapter report submitted via basecamp
- added Liz and Linda to comerica banking accounts - they will each have their own log-in
- Met with Linda and handed off scholarship banking (I will continue to update the website when donations are made)
- All paypal and comerica statements for 2023 and jan 2024 have been saved in google drive

Outstanding items:

- create email to send to donatees of scholarship fund **Linda**
- create guidelines, criteria, and deadlines for scholarships **Linda send March 5th Make appoint put on website**
- submit 2023 taxes **Ashely**
- need to resubmit 2020 taxes - I believe our 2020 taxes were filed with a 990-EZ by Doreen Toner. the 990-EZ is for 501c3 orgs but we weren't approved to be a 501c3 until 12.28.21 based on what I could find on our google drive; **I plan to submit our taxes for 2020 and 2023 over the next month (before our next meeting)**
- google drive is running out of space - may need to consolidate or pay for more storage **Tara will clean of google may only be that Ashely added the GL site to her personal and is now out of space**
- Ashley cannot log into the registered agent account - can see we have documents to **try with !**
- schedule time to meet with Liz to review google drive/gmail account/templates for meetings **Ashley and Liz March 5h**

CE and other:

ASPMN Great Lakes Chapter

aspmngreatlakes@gmail.com <https://glcaspmn.nursingnetwork.com/>

ASPMN Great Lakes Chapter

- I would be willing to present on a pediatric pain later on this year (August) I am doing a lit review this month on the topic to create a CME for Med-IQ and thought I could note all the new and interesting take-aways and summarize them into a presentation for our chapter - leaving time for discussion in-between; note that I do not practice in peds and would be sharing what I find in the literature review
- Would love to nominate members of our chapter for some national awards - will need CV/resumes to complete the applications.... Tara to send email asking members to send their update CV for award nominations
- CE topics and speakers
- CE series: Stay updated on these pain topic
 - Objective:
 - Describe key features as they relate to pain management and the interprofessional team
 - Synthesis what is known on the topic from clinical practice, or practice based evidence, or evidence based practice
 - Discuss the impact in pain management, in the clinical practice, and in society
 - Presentations and speakers
 - What are you waiting for- Get Certified AACN certification - ASPM portfolio Dan/Linda
 - Pediatric Pain Ashley August
 - Check on talks by pharmacist Lidocaine and another Dan
 - Palliative Care Liz find someone
 - Geno Genetic testing/ what does the results mean Tara June
 - Kraton: What you should know about this plant! Tara ? only if need or can me January 2025