



GROSSMONT COLLEGE NURSING PROGRAM

CNSA Chapter - Board Officer Meeting Agenda

Meeting Date	Tuesday, August 16, 2022
Meeting Time	11 am - 1 pm
Zoom link	https://zoom.us/j/92142534476

Attendance:

Fall 2022 Board Officers	Name	Present?
President	Tiffany Williams	Yes
Vice President	Lindsey Fagundes	Yes
Secretary/Breakthrough to Nursing	Nicole Tuazon	Yes
Treasurer / Fundraising Director	Alyssa McBride	Yes
Membership / Communications Director	Dana Liben-Menkes	Yes
Community Health / Activities Director	Adriana Fis	Yes
ICC Representative	Kris Kezar	Yes
ICC Representative	Lilian Ho	Yes

I. Call to Order:

- a. Moved by: Tiffany Williams
- b. Seconded by: Lindsay Fagundes

II. Approval of Agenda:

- a. Moved by: Tiffany Williams
- b. Seconded by: Nicole Tuazon

III. Approval of Minutes: n/a

- a. Moved by: n/a
- b. Seconded by: n/a

IV. Approval of Funds

(approved during Board Officer Meeting 8/16/2022)

Event	Funds Approved Up To	Approved? (Yes or no)
Welcome Breakfast first day of each semester, or first day back on campus (coffee, donuts, bananas, napkins, cups, etc.).	\$200.00	Yes
New Student Orientation's Breakfast and Lunch + supplies (cups, utensils, etc.).	\$400.00	Yes
Family Day BBQ prior to the start of the Fall semester (food, drinks, utensils, etc.).	\$200.00	Yes
Pizza for one CNSA meeting every semester.	\$100.00	Yes
Board Officers Lunch Meeting prior to the beginning of each semester.	\$200.00	Yes
Supplies to make badge reels for fundraising (felties, badge reel bases, glue, etc.).	\$200.00	Yes

Supplies to make holiday grams every Spring semester for fundraising (card stock paper, glue, stickers, candy bars, etc.)	\$400.00	Yes
Supplies to make holiday grams every Fall semester for fundraising (card stock paper, glue, stickers, candy bars, etc.)	\$400.00	Yes
Purchase of bags, gift cards, greeting cards, and food items to make holiday baskets for donation	\$200.00	Yes
Purchase of bags, ties, and labels for bake sale fundraising	\$50.00	Yes
Purchase of supplies to update bulletin board at the beginning of each semester	\$50.00	Yes
Purchase of CNSA officer's cords	\$200.00	Yes
Supplies and postage to send CNSA cords and Certificates	\$200.00	Yes
Money to fund one (1) CNSA donation/volunteer community event.	\$500.00	Yes
Gift Cards for Speakers	\$100.00	Yes
Purchase of T-shirts for fundraising	\$2000.00	Yes
Scholarship for CNSA membership (1 student per cohort for \$25 each)	\$100.00	Yes

V. Speakers for CNSA meetings:

CNSA Meeting Date	Name of Guest Speaker
● 09/12/2022	TBA
● 10/10/2022	TBA
● 11/07/2022	TBA
● 12/05/2022	TBA
Ideas: <ul style="list-style-type: none"> ● ED nurse ● MedSurg nurse ● Specialty Nurse (L&D) ● Clinics outside of hospital/bedside care 	

VI. Board Officer Representatives at Faculty Meetings:

Faculty Meeting Date	Rm 255
● 08/17/2022 at 1 pm - 1:30 pm	Kris Kezar
● 09/09/2022 at 11 am - 11:30 am	Tiffany Williams
● 10/14/2022 at 11 am - 11:30 am	Alyssa McBride
● 12/05/2022 at 11 am - 11:30 am	Nicole Tuazon

VII. Secretary/Breakthrough to Nursing Director:

● Flyer with information about how to get in the nursing program	Finalize, make 20 copies, get ASGC seal of approval and
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	post on campus near prerequisite buildings, when: during first two weeks of school
<ul style="list-style-type: none"> ● Share Instagram page and CNSA website 	Posted on flyers around campus
<ul style="list-style-type: none"> ● Host Q&A sessions over Zoom 	Continue over fall semester for 30 min with Judy as spokesperson
<ul style="list-style-type: none"> ● PPT with helpful resources 	Carried over from previous semester

VIII. Treasurer/Fundraiser Director:

<ul style="list-style-type: none"> ● Current account balance 	\$2700.21
<ul style="list-style-type: none"> ● Deposits 	Details recorded on spreadsheet
<ul style="list-style-type: none"> ● Reimbursement 	Details recorded on spreadsheet
<ul style="list-style-type: none"> ● Fundraisers 	<p>Ideas:</p> <ul style="list-style-type: none"> ● T-shirts <ul style="list-style-type: none"> ○ Waiting for a new quote ● Yoga at the Beach <ul style="list-style-type: none"> ○ When: On one weekend TBA ● Mental Health Day <ul style="list-style-type: none"> ○ T-shirts ○ Snacks ○ Yoga ○ Sound bath ● Restaurants <ul style="list-style-type: none"> ○ Boba Joy (@bobajoyusa) ○ James Coffee (@jamescoffeeco) ○ Luna's Lunpias (@lunaslunpias)

IX. Community Health/Activities Director:

Ideas for CNSA-sponsored volunteer activities

<ul style="list-style-type: none"> • Food bank 	Adriana to send request for group of 15 people and will update with more info
<ul style="list-style-type: none"> • Donate clothes to hospital 	Plan to send clothes to ED for discharged patients in need
<ul style="list-style-type: none"> • Vaccine event 	Prof. Ngo will send email with more info
<ul style="list-style-type: none"> • Blood bank 	Will update with more info on dates, plan to do blood drive with American Red Cross on campus

X. ICC Representatives:

ICC Meeting Date	Who's Going
<ul style="list-style-type: none"> • ICC Meetings meet every 1st and 3rd Tuesday @ 4-5 pm 	Lilian to follow up due to schedule conflicts

XI. Membership Director/Communications Director:

Topic	
<ul style="list-style-type: none"> • Membership list for CNSA roster 	Will revise and update
<ul style="list-style-type: none"> • Google link to take attendance 	Will pass around paper during meetings
<ul style="list-style-type: none"> • CNSA Instagram account - "Meet your Board Members" and other info about events 	Will upload on certain days of the week
<ul style="list-style-type: none"> • Update CNSA website with pictures and information 	Will be updated by Dana & Judy

XII. Advisors:

- A. Recommendation to add fun element to CNSA meetings
- B. Judy to check on chapter renewal form

XIII. Welcome Back Breakfast:

Volunteers needed for:

- A. Traveler coffee (2) - Tiffany
- B. Donut holes (5 dozen) - Lindsay
- C. Muffins - Prof. Ngo
- D. Bananas (20-25) - Nicole

XIV. Adjournment:

- A. Moved by: Tiffany Williams
- B. Seconded by: Kris Kezar
- C. Meeting adjourned at: 12:33 pm