

Grossmont College School of Nursing

CNSA Chapter **Board Officer Meeting Minute**

Meeting date and time: 8/23/2021 from 0830-0930 via Zoom

<https://cccconfer.zoom.us/j/4946386535>

**Attendance:**

|  |  |  |
| --- | --- | --- |
| **Board Officers** | **Spring 2021** | **Present**  **(Y / N)** |
| President | Patricia Cannock | Y |
| Vice President | Amy Martinez | Y |
| Secretary / Breakthrough to Nursing Director | Elsa Ruiz | Y |
| Treasurer / Fundraising Director | Alia Nikooforsat | Y |
| Membership/Communication Director | Lizzy Connor | Y |
| Community Health/Activities Director | Crystal Groel | Y |
| ICC Representative | Veronica Sampite | Y |
| ICC Representative | Cynthia Salazar | Y |
| **Advisors** |  |  |
| Professor Angela Ngo-Bigge |  | Y |
| Professor Sarah Babini |  | N |
| Student Success Advisor Judy Medina |  | Y |

1. **1. Call to Order:** At 8:32 AM 
   1. Moved by: Patricia Cannock
   2. Seconded by: Amy Martinez
2. **2. Approval of Agenda:** At 8:32 AM
   1. Moved by: Patricia Cannock
   2. Seconded by: Crystal Groel

**3. Approval of Minutes: N/A**

* 1. Moved by:
  2. Seconded by:

**4. Approval of Funds (approved during Board Officer Meeting 1/19/2021)**

|  |  |  |
| --- | --- | --- |
| **Event** | **Funds Approved Up To** | **Approve**  **(Yes or No)** |
| Welcome Breakfast first day of each semester (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 2nd 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 Valentine’s grams every Spring semester for fundraising (card stock paper, glue, stickers, candy bars, etc.) | $400.00 | Yes |
| Supplies to make Thanksgiving’s 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 Thanksgiving 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 |

1. **Speakers for CNSA meetings:** Amy Martinez
   * + 8/30: Keturah Lujan- Complex care case manager
     + 11/15: Tomlin Baker- Outpatient mental health nurse
2. **Board Officer representative at Faculty Meetings** **via Zoom:** 
   * + Wednesday 8/11 at 1pm: Amy Martinez attended
     + Wednesday 9/15 at 2pm: Veronica Sampite
     + Wednesday 10/13 at 2pm: Crystal Groel
     + Wednesday 11/17 at 2pm: Patricia Cannock
     + Thursday 12/16 at 12pm: Cynthia Salazar
3. **Secretary/ Breakthru to Nursing Director:** Elsa Ruiz
   1. A&P and Micro Classes – Currently no info-sessions due to Covid-19
   2. Will be joining ICC representatives at club info sessions to promote the nursing program
4. **Treasurer/ Fundraiser Director:** Alia Nikooforsat
   1. Current account balance: $ 2549.43 as of 08/23/21 confirmed by Irene Bauza through email investigated by Alia.
   2. Deposits: None since the last meeting.
   3. Reimbursement: None since the last meeting.
   4. Fundraiser: CNSA Raffle

- Prize: Nursing Tote Bag with CNSA-sponsored items (badge reel, badge bundle, and bandage scissors) + Professor Ngo’s sponsored items (Starbucks gift card, fun socks, coffee mug, and gel pens)

- 2 winners

- Raffle ends 09/03: Winners will be announced 09/06 through email and CNSA Instagram page

-How to enter: Purchase of tickets $1.00 for 1 ticket, $3 for 4 tickets, $5 for 7 tickets

-On campus: drop money into raffle box in the hallway next the Pyxis between room #213 and 214

-Off campus: sign up on the Google doc that will be sent out via email by Judy and mail cash to Professor Ngo, address will be included in email.

1. **Community Health/Activities Director:** Crystal Groel

a. Ideas for CNSA Sponsored Volunteer Activity:

* Contacted Father Joe’s Village about donation drive.
* Purchase donation hygiene items (toothpaste/toothbrushes/socks/soap)
* Crystal will compare prices through Amazon, Costco, Target
* Confirm purchase options with Alia and Irene Bauza

b. Using the CNSA webpage to promote local blood drives.

C. Sharp hospitals donations for the homeless (Possibility for next semester)

1. **ICC Representatives:** Veronica Sampite & Cynthia Salazar
   * + ICC meetings meet every 1st and 3rd Tuesday
     + Veronica will investigate when meetings will be posted on website for 2021 school year
2. **Membership Director/Communications Director:** Lizzy Connor
   1. Membership list for CNSA Roster
   2. Google link to take attendance
   3. CNSA Instagram account
3. **Advisors:**
   1. Judy
      * Update raffle box on campus and look at possible t-shirt sizes for CNSA raffle tote bags
      * Send raffle Google doc via email to students with Instagram link

b. Professor Ngo

- Putting together 2 raffle tote bags for CNSA fundraiser

- Will let first semester cohort know about CNSA raffle

1. **Adjournment:**

Moved by: Patricia Cannock

Seconded by: Crystal Groel

Meeting Adjourned at: 09:32 Am