



GROSSMONT COLLEGE NURSING PROGRAM

CNSA Chapter – Board Officer Meeting Minute

Meeting Date	Tuesday, January 24th, 2022
Meeting Time	11 am – 12:30 pm

Attendance:

Spring 2023 Board Officers	Name	Present?
President	Adriana Fis	Yes
Vice President	Kris Kezar	Yes
Secretary/Breakthrough to Nursing	Jhon Manabat	Yes
Treasurer / Fundraising Director	Jessica Nitta	Yes
Membership / Communications Director	Mikkayla Walker	Yes
Community Health / Activities Director	Jeffe Moreno	Yes
ICC Representative	Corbin Martinez	Yes
ICC Representative	Mary Lemon	Yes

- I. Call to Order:
 - a. Moved by: Adriana Fis
 - b. Seconded by: Kris Kezar
- II. Approval of Agenda:
 - a. Moved by: Adriana Fis
 - b. Seconded by: Mary Lemon
- III. 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 '23 (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.) - See notes below for Spring '23 semester	\$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
CNSA membership gift cards (\$25.00 each) for 1 student per cohort per semester, there are 4 co-horts each semester.	\$100.00	Yes

IV. Speakers for CNSA meetings:

CNSA Meeting Date	Name of Guest Speaker	Ideas for Speakers
2/06/23 1030-1130	TBA	- Hospice nurse
3/20/23 1030-1130	TBA	- PACU nurse - Nurse educator
5/15/23 1030-1130	TBA	- Life sharing

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V. Board Officer Representatives at Faculty Meetings:

Faculty Meeting Date/Time	Who's going?
2/10/23	TBD – awaiting email with times
3/10/23	TBD
4/7/23	TBD
5/12/23	TBD

VI. Secretary/Breakthrough to Nursing Director:

Topics	Details
Flyer with information about how to get in the nursing program	Finalize, make 20 copies, get ASGC seal of approval and post on campus near prerequisite buildings, when: during first two weeks of school
Share Instagram page and CNSA website	Posted on flyers around campus
Host Q&A sessions over Zoom	Continue over Spring semester for 30 min - Contact Judy regarding meeting information

VII. Treasurer/Fundraiser Director:

Account events	Details
Current account balance	Semester-End Balance Spring 2023: \$1989.32
Purchases	8/31/22 T-shirt order \$ 1072.28
Deposits	9/1/22 restaurant fundraiser \$160.00 11/29/22 Sale of fundraiser items \$ 560.00 1/25/23 Self-defense class + sale of fundraiser items at NSO \$174.00 1/25/23 Donation from alumni + sale of fundraiser items \$102.00 1/25/23 Donation from Prof. Ngo \$20.00
Reimbursement	10/20/22 Pizza for CNSA meeting \$43.18 11/1/22 Badge reel supplies \$199.52 12/4/22 Fall 2022 Welcome breakfast \$ 115.91 1/24/23 Board Officer Lunch Meeting \$153.99 1/30/23 Spring 2023 Welcome Back breakfast \$ (TBD)

Fundraisers	<ul style="list-style-type: none"> ● Badge reels, badge bundles, bandage scissors ● T-shirts ● Self-defense seminar – during Spring Break (Kris Kezar) ● Possible restaurants: <ul style="list-style-type: none"> ○ Boba Joy (@bobajoyusa) ○ James Coffee (@jamescoffeeco) ○ Luna’s Lunpias (@lunaslunpias) ○ Chipotle ● St Patrick’s Day Good Luck Grams: <ul style="list-style-type: none"> ○ Purchase grams by 2/27/23 ○ Gram put-together & dinner 3/04/23 at 5:30pm ○ Grams delivery on 3/13/23
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VIII. Community Health/Activities Director:

Ideas for CNSA-sponsored volunteer activities	
Food bank	Will need date, time, and location
Donate clothes	Collect clothes to donate to hospital for discharged patients in need
Hygiene bags	Create toiletry bags with hygiene supplies to donate to homeless shelters
Beach clean-up/Bonfire	Over the summer, earns community service hours for Fall 2023

IX. ICC Representatives:

ICC Meeting Date	Who’s going?	Report
ICC Meetings meet every 1st and 3rd Tuesday @ 4-5 pm	Mary and Corbin	Email main points to CNSA Board Officers

X. Membership Director/Communications Director:

Topic	Responsibility
Membership list for CNSA roster	Need to revise and update
Google link to take attendance	Need to pass around paper sign-in during meetings
CNSA Instagram account - “Meet your Board Members” and other info about events	Upload throughout the semester
Update CNSA website with pictures and information	Update prior to the semester

XI. Advisors:

- a. Recommendation to add fun element to CNSA meetings

- i. Hike at Mission Trails– 4/15 @9am
- ii. Bonfires – TBD, possible in June

XII. Welcome Back Breakfast:

- a. Volunteers needed for:
 - i. Traveler coffee (2) - Jessica
 - ii. Donut holes (7 dozen) - Adriana
 - iii. Muffins (Costco – 2 boxes) - Mary
 - iv. Bananas (20-25) – Mary
 - v. Tangerines (2 bags of Cuties) - Mary

XIII. Adjournment:

- a. Moved by: Adriana Fis
- b. Seconded by: Kris Kezar
- c. Meeting adjourned at: 13:03