

Southern New England Chapter – AALNC

Meeting Minutes

January 21, 2010

Board Meeting: No board meeting was held on this date.

General Meeting: Called to order at 5:35 p.m.

Meeting adjourned at 6:35 p.m.

Board Members Present: Rachael Arruda, Catherine Brown, John Flattery, Cie Galloway, Mary Louise Butler, Linda Fagan

1) Introduction of Board Members

a) Linda Fagan introduced the Board members:

- i) Linda Fagan - President
- ii) Catherine Brown – President Elect
- iii) Rachael Arruda – Secretary
- iv) Cie Galloway – Treasurer
- v) John Flattery – Past President
- vi) Mary Louise Butler – Director at Large

2) Approval of minutes from December 3, 2009 meeting:

a) Board voted to approve the meeting minutes

3) Treasurer's report

- a) Chapter balance: \$4,393.08
- b) Revenue: \$1,819.25
- c) Expenses: \$2,241.76

4) Comments from the President – Linda Fagan

- a) Ruth Ford has passed on information regarding the roles of Chapter Officers from prior years.
- b) Thanks to Tom Quail for doing such a good job as a prior Chapter Secretary in putting that information together.
- c) Our Chapter renewal information has been filed with the Secretary of State.
- d) John Flattery will send the username/password for our electronic account with the Secretary of State to Linda Fagan.

5) Meeting Times

- a) Board meeting time will remain at 4:30 p.m.
- b) General meeting time will remain at 5:30 p.m.
- c) Speaker will present at 7:00 p.m.

6) Membership

- a) Our goal is to increase the current membership by offering more to our membership
- b) We need to get more information to more people.
- c) We need to increase our visibility.
- d) We have attended the Plymouth County Bar Association meetings in the past and may want to attend like meetings in the future.

- e) We need to explore different avenues to publicize that we are active
 - i) Quarterly newsletter – publicize in the National newsletter about our chapter
 - ii) Website
 - iii) Reach out to the Membership that are listed in the National Membership Database as being part of the SNE Chapter
 - iv) Send out cards that are personalized
 - (1) Split up the names among the board members
 - (2) Get cards printed
 - v) Welcome packet
- 7) Scholarship – AALNC National Conference
 - a) Our Chapter offers a scholarship to the AALNC National Conference. This year the conference will be held in Pittsburgh, PA. The scholarship includes the conference registration cost.
 - b) We utilize the application that is used by the Greater Chicago Chapter.
 - c) We will edit the application to fit our Chapter and post it on our website.
 - d) The conference is expensive but well worth it. There will be over 500 Legal Nurse Consultants from around the country.
 - e) We will post links on our website for the conference.
- 8) Meeting Format
 - a) Nametags will be very useful at our meetings.
- 9) Education
 - a) The Education Day that was tentatively planned for April 2010 will not be going forward. It is now tentatively planned for October 2010.
 - b) We would like to talk with the Massachusetts Nursing Association (MNA). The contact person there is Shirley.
 - i) They have the ability to advertise and put something like this together.
 - ii) We would like to include the new Connecticut Chapter on our program as well.
 - iii) We could post on LegalMed and in the National newsletter.
 - c) If the MNA doesn't work out, we could host it by ourselves at a hotel that is centrally located.
 - d) We would also like to generate some revenue at the Educational Day
 - i) We could hold raffles
 - ii) We could purchase newsletters to send to members
- 10) National News – AALNC
 - a) National is no longer sending membership cards to their members
 - i) You can print out your card by going on the national website, clicking on the "print card" link.
 - ii) The SNE Chapter is #00311159
 - iii) National will have a link to our website
- 11) Sad News

- a) Gail Hendrickson's mother passed away. Rachael will send a card of sympathy from the Chapter.
- b) Eileen Allosso, RNP fell and fractured her elbow. Rachael will send a card of get well wishes from the Chapter.

12) Website

- a) The Yahoo website has been causing some confusion.
 - i) We will cancel the Yahoo website and host our own.
- b) If you want any changes made to the website, please contact President Linda Fagan.
- c) A link to the SNE Chapter membership application will be on the bottom of each page of the website.
- d) All board members will have email linked to the website.
 - i) Example: Secretary@webmail@sne-aalnc.org
 - (1) User ID is email address
 - (2) Password is abc123
 - (3) Change your password and contact John Flattery to tell him that you have changed your password.
- e) Someone will speak with Jane Mahalek regarding education programs on the website.
- f) We will have the ability of putting members CV's on the website if they wish.
- g) We will be able to tap into the virtual meetings with AALNC