

<p>Gamma Omicron Chapter at Large Sigma Theta Tau Presiding: Tanya Lott, President Date: October 20, 2009 Meeting Place: Zeus Restaurant Recording, Yvonne Martin, Recording Secretary Quorum Established: Yes</p>	<p>Meeting Time: 5:40 pm Called to Order Adjournment: 7:35 pm Attendance: Lana Beckley, Cindy MacDonald, Yvonne Martin, Stacey Seipel, Tanya Lott, Mary Fischer, Kris Douglas, Cynthia Plavney, Ethel Crane, Nancy Duffy, Ginny Ledbetter, Diane Jaran, Elsa Edwards, Susan Hamner, Amy Painter, Allison LaBar, Ramona Smith, Abigail Kiliaris, Sally Stroud, Lillian Cooper, Bonnie Foulois, Kathy Simon, Cathy Mulloy, Patricia Cathcart, Nancy Finch</p>
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Agenda/Topic	Discussion	Recommendations/Follow-up																																								
Welcome/ Introduction of Speaker	Welcome and introduction of speaker by Yvonne Martin Speaker: Stacey Seipel, MSN, RN Educator Orthopedic/Trauma Unit, MUSC Topic: Motivating staff Nurses: Applying an Evidence Based Practice to Pain management	Closed																																								
Minutes	Minutes of September meeting approved	Closed																																								
Treasurer's Report	Treasurer's report submitted by Bonnie Foulois Business Interest Maximizer (October 20, 2009 Balance) 14,873.95 Business Economy checking (Balance October 20, 2009) 4,316.45 Checks disbursed State Farm 135.00 Deposit 3,494.32 Check to be deposited 175.00 Balance Remaining after above checks 7850.77	Closed																																								
Old Business	<p>Induction Ceremony Set Up: Board Members: Asked to arrive by 5:15 to prepare altar, fold programs and decorate.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Task</th> <th>Description</th> <th>Board Member Assigned</th> <th>Confirmed/Cost:</th> </tr> </thead> <tbody> <tr> <td>Location</td> <td>Basic Science Building</td> <td>Nancy Duffy</td> <td style="text-align: center;">X</td> </tr> <tr> <td>Musician/Organist</td> <td>Mary Fischer</td> <td>Mary Fischer- checking to get the "Sigma" music</td> <td style="text-align: center;">X</td> </tr> <tr> <td>Microphone/Amp/ Podium for Signature book</td> <td>Nancy Duffy will contact IS, Abby and Mary will go to see if another table or other set up is needed</td> <td>Nancy Duffy, Abby, Mary</td> <td></td> </tr> <tr> <td>Speaker</td> <td>Keynote Dr. Barbara Edlund</td> <td>Nancy Duffy</td> <td style="text-align: center;">Sigma Clock will be purchased by Bonnie</td> </tr> <tr> <td>Total # of Inductees</td> <td>To be confirmed</td> <td>Nancy Duffy, Cindy Dyson</td> <td></td> </tr> <tr> <td>Script</td> <td>Program Script</td> <td>Tanya Lott</td> <td></td> </tr> <tr> <td>Programs</td> <td>Type and print</td> <td>Mary Fischer</td> <td></td> </tr> <tr> <td>Table cloths/ plaques/ flags/ Signature Book</td> <td></td> <td>Kathy Simon/ Nancy Duffy</td> <td></td> </tr> <tr> <td>Student Awards</td> <td style="background-color: yellow;">Names need to be given to Treasurer to have the checks</td> <td>Nancy Duffy, Cindy Dyson, Bonnie Foulois</td> <td></td> </tr> </tbody> </table>	Task	Description	Board Member Assigned	Confirmed/Cost:	Location	Basic Science Building	Nancy Duffy	X	Musician/Organist	Mary Fischer	Mary Fischer- checking to get the "Sigma" music	X	Microphone/Amp/ Podium for Signature book	Nancy Duffy will contact IS, Abby and Mary will go to see if another table or other set up is needed	Nancy Duffy, Abby, Mary		Speaker	Keynote Dr. Barbara Edlund	Nancy Duffy	Sigma Clock will be purchased by Bonnie	Total # of Inductees	To be confirmed	Nancy Duffy, Cindy Dyson		Script	Program Script	Tanya Lott		Programs	Type and print	Mary Fischer		Table cloths/ plaques/ flags/ Signature Book		Kathy Simon/ Nancy Duffy		Student Awards	Names need to be given to Treasurer to have the checks	Nancy Duffy, Cindy Dyson, Bonnie Foulois		
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		<p>ready for that night</p> <p>Update Paula Thielen and Founders Award plaque at MUSC. Have a Marian Larisey plaque made like the other two to be housed at CSU</p>	<p>Ramona Smith</p>	<p>Board in voted in favor of the purchase of two new plaques for the Paula Thielen and Founders Award at approximately 135.00 per plaque. Also voted to update other plaques with the 2007-2009 winners at 12.50 per name plate</p>	
	Flowers/Pew Bows	Flowers for inductees, corsages for speaker, president, centerpiece on stage? And then take to reception/ pew bows	Ramona Smith is checking on flowers		
	Honor Cords	Have 19, need to order 40 more	Nancy Duffy/ Bonnie to order		
	Membership Packets		Nancy Duffy/ Cindy Dyson		
	Security	Nancy will check on this	Nancy Duffy		
	Line Up Inductees	Line up at 5:30pm-Counselors	Nancy Duffy/ Kathy Simon/ Cindy Dyson		
	Reception Location	BSB Lobby	Dan Gracie/ Abby Kaniaris		
	Reception Catering	Caterer – MUSC	Bonnie Foulois will order online/ Abby Kaniaris		
	<p>2 greeters to stand at door and hand out programs and also go straight to reception and be there to welcome:</p> <ul style="list-style-type: none"> • Directs to stage: • Tanya Lott, President: presents cords and shakes hands • Assist with cords: Ramona Smith, President-Elect • Gives packets: • Be at podium to direct to sign book: • Hand out flowers: <p>Speakers in Script:</p> <ul style="list-style-type: none"> • Tanya Lott • Ramona Smith (Intro speaker and history) • Nancy Duffy- BSN students • ?Cindy Dyson- Graduate and Nurse Leaders • Kathy Simon- MUSC awards • Tara Hulsey or Abby Kanairis- Marian Larisey Awards <p>A. Induction (Checklist completed; assignments made) November 12, 2009 – 101 Basic Science Building, MUSC Campus</p>				

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Old Business	<p>January, 2009 meeting January 26,2009 @ 5:30p Location: Trident Family Medicine Speaker: Dr. Ellagala</p> <p>March 16, 2010 Speaker: Joan Herbert, Director and Coach, Organizational Performance, MUSC</p> <p>May 18,2010 Annual Meeting Speaker: Karen Stanley and Pat Cathcart</p>	<p>Cindy MacDonald and Ramona Smith in charge of meeting preparation</p> <p>Details to follow</p> <p>Details to follow</p>
New Business	<p><u>Vote on Nurse Leader Nominees</u> Georgette M. Smith, MS, APRN, CPNP, PC Kellyanne Caraviello, BSN, RN, CCRN Lucretia Wilson, MSN, RN</p> <p>Vote on Biennium Proposed Bylaw Amendments and Board Elections</p> <p>2009 New Inductee mentoring Program</p>	<p>Members voted to accept 3 Nurse Leaders to be inducted into chapter at November 12 Induction Ceremony</p> <p>Members voted in favor of accepting Biennium Proposed Bylaw Amendments Members voted in favor of allowing President and President-elect to vote on behalf of chapter during board elections at Biennium</p> <p>Mary Fischer / Yvonne Martin to arrange once we have the new member list</p>
Minutes Submitted by	Yvonne Martin, Recording Secretary	