

C.A.P.H.N.  
Executive Board Minutes  
April 6, 2009

Those present were: Barbara Quigley, Philip Greiner, Debbie Horvath, Margaret Balint, Sharon Enot, and Andrea Lombard.

The meeting was called to order at 2:20 PM.

The purpose of the meeting was to finalize the preparations for the Annual Meeting. The size of the meeting room and the menu was discussed and decisions were made based on about 165 people attending. There will be 25-30 poster presentations. Barbara Quigley and Sharon Enot will finalize the space and food requirements with the Holiday Inn. The agenda was set and will be written by Debbie. Abstracts will be collected and organized by Andrea Lombard. Liz will organize the door prizes and registrations. Lynn will present information about this year's voting (for officers)

Andrea Lombard made a motion that multiple membership lists be present at the Annual Meeting registration table to have the members verify their contact information and indication to which address they would their ballot be mailed. The motion was seconded by Phil Greiner. All present voted in favor of the motion.

With the door prizes, the person must be present to win.

An evaluation will be included in the hand outs. We again will try to survey the members during the summer that will also ask for an evaluation.

I will send a note of thanks to the faculty of the school of nursing that participating after the Annual Meeting.

Deb Horvath will include an End of the Year Summary in the packets handed out when people register.

The meeting ended at 3:35 PM

The next meeting is scheduled for May 12, 2009 at 8:30 AM at CNA offices in Meriden.

Respectfully submitted by,

Margaret Balint R.N., B.C.