

**CAPHN Executive Board Meeting  
Tuesday April 9, 2013  
CNA office and conference call**

Participating: Leslie Polito, Linda Strong, Debbye Rosen, Eileen Boulay, Margaret Balint, Deb Horvath, Monica Wheeler

The conference call in line is: 1-866-729-2741. The passcode is 4671219#. Virginia has the leader code that is used. These numbers are for Line 2 for Conference Calling at CNA.

The meeting was called to order at 8:40 AM. The minutes from March were reviewed by members. Motion to accept the minutes with correction of a typo was made by Margaret, seconded by Monica and passed unanimously.

Eileen Boulay reported that she is waiting for the quarterly report from CNA re the balance in our account. There are 68 people registered so far for the April meeting. Our domain name was renewed for a two year period, which carried a discount from the one year rate.

Membership – Leslie reported a few member renewals have come in. She plans to continue the membership renewal if someone from CAPHN can have forms at the April meeting. The renewal campaign will take place with the June annual meeting sign up.

Practice – Deb reported that the last meeting took place on Mar. 12, and another final meeting will take place in April. The goal of the committee is still to have the finished product available for the membership at the June meeting. It is expected that the board will have sufficient time for input before that time.

Program – the April meeting is set. Linda Strong expressed some discomfort at the lack of participation by other nursing schools. It was noted that changes in faculty at those programs was a factor in the difficulty with communication at those schools. Margaret noted that she contacted all the resources provided and was disappointed at the lack of response. However, it was noted that should in no way reflect on the numbers of students from Sacred Heart participating. There was discussion re increasing our level of visibility via our website as well as other modes of communication.

Annual meeting – set for June 20. Monica will obtain a check for the deposit from Virginia and the contract has been signed.

#### Old Business

Logo – The members were provided with the options with responses due by 4/8/13. Over half the members replied and the choice by a wide margin was for option #6, with a request to include the word “nursing” after “Public Health”. Margaret will email Nicki to see if there are any additional charges for the changes she made to the original design, and will have her email the final selection in formats suitable for a variety of uses, such as website, brochures, documents, etc.

Website – Eileen suggested adding an agenda item to the May board meeting to address website content, procedures for changes, process to submit information for inclusion, presence on Facebook, Twitter, etc.

Service Project – Linda Strong and Barb Dingfelder will meet with Margaret on April 12 to further discuss how to work with the Blackhorse organization.

Nominating Committee – Margaret will contact Andrea Lombard to see if she would be willing to chair the committee again this year. It was noted that she did a wonderful job recruiting new board members last year. Positions to be filled include President-Elect, Secretary and Members at Large. Committee chairs are selected by the president and board members, all volunteers are welcome.

#### New Business

Linda noted that there is a conference upcoming at Sacred Heart that might be of interest to members. It is by invitation, and will take place on May 3 at SHU from 9am to 3pm. She will forward the information for distribution to membership.

The next board meeting is scheduled for May 14, 2013 at CNA offices in Meriden. The meeting adjourned at 9:50 AM.

Respectfully submitted by

Deborah Horvath, APRN  
Secretary, CAPHN