

**CAPHN Executive Board Meeting
CNA Offices
Tuesday May 8, 2012**

Present: Margaret Balint, Deborah Horvath, Linda Strong, Beth Mertz, Catherine Drouin, Sharon Enot.

The meeting was called to order at 8:42 AM. Minutes from the previous meeting were reviewed. Motion was made by Linda to accept the minutes as submitted. Motion was seconded by Beth and passed unanimously. There was no Treasurer's Report.

Committee Reports

Practice – Nothing to report. Future meeting dates have been set.

Website/Logo – Motion to send a \$200 advance to Nicki for work on the logo design was made by Debbie and seconded by Beth. Motion passed unanimously. It is hoped that we will have some designs to preview at the Annual Meeting. Debbie will contact Jim Galbraith of "Mr. Fixit" to begin discussion around the website redesign.

Membership – Beth noted that we have 41 members to date. She will send out a blast email to people on the VOPHN mailing list as a recruitment effort.

Annual Meeting – scheduled for June 7th from 12-4 PM. Dr Jewell Mullen, DPH Commissioner will be the keynote speaker and address "The Future of Public Health Nursing in CT. Il Monticello is not available that date, so a different venue needs to be selected. Suggestions included – Villa Capri, Hawthorne Inn, Inn at Middletown, Avanti, Crowne Pointe in Cromwell and SansSouci restaurant. Cathy Drouin will call for further information and email board members with additional details. A flyer will need to go out to membership by May 15.

Debbie will contact the vaccine reps re their ability to assist with sponsorship of the event. Annual Meeting costs will be \$40 for membership renewal, \$30 for the meal, with a \$5 discount for registration and payment by June 1.

Linda will handle the door prizes. Monica W has the materials from last year's meeting. Board members will donate items.

Nominating Committee – the proposed slate has been finalized and will be sent out to members. Elections will take place at the annual meeting.

New Business

CAPHN begins its 10th anniversary year in 2012.

The SWOT meeting will be May 24 from 8:30 am to 1:00 pm at CNA. The next CAPHN board meeting is scheduled for June 19 at CNA. Old Board and new Board members are invited to attend.

The meeting adjourned at 10:15 AM.

Respectfully submitted by
Deborah Horvath, Secretary, CAPHN