Omicron Tau Chapter  
Business Meeting Minutes (Transition Meeting)  
6/15/06, 6:00 p.m.

Present: Nancy Vitko, Alyce Killmer, Teresa Seright, Deb Johnson, Diane Freiberg, Deb Wibe, Linda Pettersen, Amy Roberts, Jane Olson, Donna Hegle, Ann Welch, Rhoda Owens

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<tr>
<th>Topic</th>
<th>Discussion</th>
<th>Action</th>
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<tbody>
<tr>
<td>Minutes – 3/12/06</td>
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<td>Approved</td>
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<tr>
<td>Introductions</td>
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<td>Information</td>
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<td>Communications</td>
<td>Thank you from Shelley Demers for financial support and prayers for her family.</td>
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| Treasurer’s Report           | Total: $13845.70  
Diane Freiberg will check with Ken Williams, CPA to see if he would volunteer his time to do our chapter audit - tabled  
Diane Freiberg to follow-up. | Information noted.|
| Chapter Officer roles        | Reviewed national power point presentation that described officer roles and resources for officer positions. Encouraged officers leaving to forward their resource manuals to the incoming officers. Board contact list was passed around and updates were added – this will be forwarded to all Board members, region 4 coordinator. This information will be updated on the national headquarters website. | Information noted.  
Nancy Vitko |
| Unfinished Business          | **Bylaws:** Reviewed changes from biennium convention that were incorporated into chapter bylaws. A motion was made by Nancy Vitko, seconded by Deb Johnson to accept bylaws. Discussion regarding identifying 2 delegates that will serve for the time between biennium conventions. Nancy Vitko, seconded by Ann Welch made a motion was made for Deb Johnson and Teresa Seright to be our chapter delegates.  
**Newsletter:** Will go out in June  
**Induction & Awards Ceremony:** 15 candidates inducted, 27 total nominated for 56% induction rate. Orchid Award recipient was Marita Hoffart. Best Practice in Leadership Award recipient was Corrine Semmen.  
**Scholarship:** ND Summit for Patient Safety; Medication Reconciliation | Motion passed.  
Motion passed.  
Nancy Vitko  
Information noted. |

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workshop was held April 21, 2006. ~90 attendees, excellent feedback. $1990 in proceeds. Discussion was held on keeping this money designated for future ND Summit on Patient Safety events. Recognizing and Understanding Child Abuse for First Responders was held on May 24 & 25, 2006 I collaboration with NDNA as the spring CNE. ~25 attendees. Excellent feedback. **Wine & Cheese Reception**: ~95 guests. Income - $1855.00, Expenses - $906.24. Profit - $948.76 which will be put in the chapters Scholarship & Research Fund. Raffle winners: Spa package was Ann Welch, Coach Gift Cert. – Jamie Hammer, Italian Basket – Kris Fastenau.

**New Business**

Teresa Seright presented expense information that was submitted by Marita Hoffart during the biennium convention – serving as the alternate delegate for the chapter and going on to use those privileges during the delegate session at biennium. Discussion. Motion made to reimburse full amount of $1500 per chapter policy by Donna Hegle, seconded by Teresa Seright. Discussion. Another motion to reimburse 50% of $1500 was made by Diane Freiberg, seconded by Deb Johnson. Discussion. Regional Conference Call: Overview provided by Nancy Vitko of the regional conference call held on May 30, 2006. Information included Showcase Awards for Region, Chapter Leader Academy this fall, reminder of annual reports that are due, discussion on chapters being able to print new inductees membership cards. Future meeting dates are set for: June 27, 2006 at 7 p.m. CST, July 18, 2006 at 7 p.m. CST, August 29, 2006 at 7 p.m. CST. Call in information: 1-800-285-6882 access number 82415#.

**Reports Due**

- New Officer/Committee Chair List
- Chapter Annual Report
- Chapter Bylaws Report

**2006-2007 Strategic Planning**

**Scholarship:** Continue collaboration with NDNA and AACN on ND Summit for Patient Safety. Deb Wibe has agreed to represent the chapter on this task force. Continue fall and spring CNE opportunities with NDNA. Recommendations for fall CNE – follow-up from Medication Reconciliation.

**Website:** Linda Pettersen and Teresa Seright will visit with

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appropriate individuals at university to identify a person who can maintain the website if changes are submitted.

**Board Meetings:** Recommendations for monthly meetings, possibly in the AM. Deb Johnson will setup first meeting in the fall.

**Wine & Cheese/Raffle:** Recommendations are for doing this again. Diane Freiberg and Nancy Vitko will work on this.

**Annual Meeting/Induction Ceremony:** Need to identify dates. Deb Johnson will set up a tentative calendar for the year.

**Newsletter:** Continue with quarterly paper newsletter. Monthly electronic newsletter through headquarters. Rhoda Owens has agreed to be the Newsletter Editor.

**Other:** Discussion held regarding ‘promoting nursing as a profession’ through TV, radio, newspaper, KXMC “Someone You Should Know” with Debbie Kuehn. Collaborating with the Department of Nursing and doing something educational for the students.

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<th>Meeting adjourned 8:30 p.m.</th>
<th>Recorder: Nancy Vitko</th>
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