

DSGNA MINUTES  
MONDAY NOVEMBER 12, 2007

I. Meeting was called to order at 7:00. Those members present were: Elaine Rogers, Etta Banke, Lynne Powell, Melinda Huffman, Ellen Bowden, Anne Marie Delle'Donne, Kathy Stranahan, Karen Chatham, Karen Bell, Sue Hickin, Diane Woinisz, Carol Arnold and Francis Gondek.

II. Secretary's report read and corrections were made. They were then accepted and seconded.

III. Treasurer's report was read and accepted, then seconded.

IV Old Business

A. Membership Drive, "Each one Reach One".

1. Again, let's try to increase our members.
2. Membership is starting to look good.

Nominations for best region are due the end of January.

B. Web site, New Newsletter

1. Letter is not quite finished. Melinda again asked for more letters. No one has to be a perfect writer; she will review and do any corrections. Need a couple of features for newsletters

C. Multi Regional Conference

1. Melinda went to meeting in September. Everything is going well.
2. Need bio forms
3. Next meeting is January 12, 2008.

## D Fall Education

### 1. What went right?

- a. We made money
- b. Almost everyone enjoyed the speakers, including the substitution speaker.
- c. Seminar was approved for 5.3 GI specific CEU's. Melinda asked how she should inform everyone who attended. Suggestions were made to put letter on Web site.
- d. Food was good, location of food was complained about. Too far from meeting room.
- e. Need to check with vendors to see if their location was okay.
- f. Cheri is sending out thank you notes to speakers and the vendors. Karen stated she usually does the vendor letters; and usually includes an evaluation.

### 2. What went wrong?

- a. Brochures went out late.
- b. Brochures late due to speaker problems

### 3. What can we do?

- a. Need to set date earlier and get started earlier. Motion was made to pick a date.
- b. Need to work on speakers now. Dr's as well as nurses. Suggestions were made to have more nurses speak.
- c. Melinda's suggestion to have an

educational lunch was accepted. This would give an additional 0.5 CEU.

- d. Confirm vendors early. Karen stated that some of the vendors stated; the earlier the better. Reminder notes can also be sent via E-mail.
  - e. Karen Bell suggested also to help Melinda to send out Brochures.
    - 1. They can be stamped at meeting
    - 2. Diane stated that her Girl Scout Troop could also help with the putting the syllabus together and the brochures. Melinda could drop them off.
  - f. We need signs next year. The hotel will provide the stands.
  - g. Set date earlier
    - 1. We will try to arrange next years to be Saturday, November 8<sup>th</sup> 2008
  - h. Have speakers by June meeting.
- E. Membership Drive
- a. Membership is looking good
  - b. Nominations for Region of the Year due end of January.
  - c. We also will be sending abstract for poster.
  - d. Melinda will be speaking at National
- F. Website/newsletter
- a. Need a couple of features writers.

G. Multi Regional Conference Report.

1. Melinda went to meeting. Everything is going well.
2. Next meeting in January.
3. Conference is April 11<sup>th</sup> through the 13<sup>th</sup>.

V. New Business

A. Chartering

B. Elections 2008

1. We do not need to nominate for President or President Elect. They now hold office for 2 years
2. Treasurer and Secretary would be up for nominations if anyone else would like to take over. No one wishes to do so, therefore, Karen Bell will remain Treasurer and Ellen Bowden will remain Secretary.

C. Point System

1. Lynne went over the point system, This will provide those members who qualify, to receive a reimbursement of 2006 Multi-Regional Conference cost.
2. CEU's and point qualifications must get to Lynne by 1/2008. May fax to her at 410-896-9337.
3. Karen Bell will issue checks at the January meeting.

D Newsletter submissions are due for November edition now. Melinda would

like to have the Newsletter done by the next week and posted on website.

E. November 15<sup>th</sup> is wear purple day.

This is day is dedicated to Pancreatic Cancer

VI. Meeting adjourned

Motion was made, seconded and accepted

VII. Next meeting to be held at Nanticoke Cancer Center and the Amman Education Room in Christiana on Monday January 14, 2008

Happy New Year