

NATIONAL BLACK NURSES ASSOCIATION
46th Annual Institute and Conference
Final Draft Minutes

MEETING: Business Meeting
DATE: Thursday August 2, 2018
LOCATION: St. Louis Union Station Hotel
CHAIR: Eric J. Williams, DNP, RN, CNE, FAAN, President
RECORDER: Kendrick T. Clack, MS, APRN, FNP-C, AAHIVS, Secretary

| Item for Discussion | Discussion/Recommendation | Action Taken |
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| Call to Order | Dr. Eric Williams called the meeting to order 7:45AM CST. | |
| Invocation | Pastor Chad Ricks provided the opening invocation. | |
| Chartering of New NBNA Chapters | The President and Ms. Lola Denise Jefferson, Chair of the Bylaws Committee presented eighteen new chapters for chartering under NBNA. The complete list is on file in the NBNA national office. | |
| Seating of the Delegate: | Dr. Williams dismissed visitors and provided instructions for seating of the delegates. | |
| Credentialing Report: | Mr. Kendrick Clack, Secretary presented the Credentialing Report. NBNA has 113 chapters; there are 12 chapters with less than 8 members. There were 17 chapters with no attendees at the conference. There were 12 chapters with attendees at the conference that did not complete the credentialing process. Therefore, 71 chapters were credentialed for voting at this conference with a possible votes of 2736 a quorum of 1368 was established. President Williams called for adoption of the Credentialing Report. The complete report is on file in the NBNA national office. | The Credentialing Report was accepted. |
| Adoption of the NBNA Conference Standing Rules: | Dr. Patricia McManus, Parliamentarian reviewed and provided copies of the standing rules to the membership. President Williams called for adoption of the Standing Rules, and voting preceded with show of hands and delegate card voting. Dr. Archie made motion to accept the standing rules. The motion was seconded by Joyce Spaulding. | Motion was approved unanimously |

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| Adoption of the Agenda: | Dr. Williams called for adoption of the agenda as printed in the 46 th Annual Institute and Conference Book. Dr. Linda Burnes-Bolton made motion for adoption of the agenda. Dr. C. Alicia Georges seconded the motion. | Motion was approved unanimously |
| Approval of the 46th Annual Education Institute and Conference Minutes: | Mr. Clack reported that the 2017 Business Minutes were distributed prior to the conference per the Bylaws and that no corrections or commitments were received from the membership. He recommended approval of the minutes. Dr. Martha Dawson made motion for acceptance. Dr. Angela Allen seconded. | The 2017 Business Minutes were approved unanimously |
| Report of the 2018 Election Results: | Dr. McManus provided an overview of the election results. The results and reports were distributed to membership via email. The full report is in NBNA National Office files. President Williams called for acceptance of the Election Commission Report. Dr. Linda Burnes Bolton made motion for acceptance. Dr. Angela Allen seconded. | The report was accepted unanimously |
| Destruction of Ballots | Dr. Williams presented that the NBNA board of directors has recommended destruction of 2018 NBNA election ballots. Dr. Bolton made motion for destruction of ballots. Dr. Alicia Bethel seconded. | The motion was approved unanimously |
| Resolution Committee Report: | Mr. Clack, Chair of the Committee provided a report that three resolutions were submitted for membership approval. The resolutions were distributed to membership. The resolutions and report are on file in National Officer. Whakeela James made motion to accept report and resolutions. Pauline Zarrieff seconded motion. | The motion passed unanimously. |
| Officer & Standing Committee Reports: | <p>Officers Reports:</p> <ul style="list-style-type: none"> • President Report: Dr. Williams provided his report highlighting the accomplishment for year. The full report was submitted to the National Office for the Book of Reports. • Mrs. Trilby Barnes-Green provided an overview of the NBNA portfolio. As of June 30th, 2018, the amount was \$5,059,631 with a 2.4% yield. Committee has challenged Wells Fargo to increase yield. Committee is working to revised guidelines for investments by which WF uses for | Investment report was accepted unanimously. |

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| | <p>NBNA investments. Mrs. Barnes made motion to accept the investment report. Dr. Darlene Ruffin seconded motion.</p> <ul style="list-style-type: none"> • Ms. Trilby Barnes-Green presented the Treasurer’s report and overview of NBNA fiscal standing. The full report was submitted to the National Office for the Book of Reports. • Dr. Martha Dawson presented finance committee report. The full report was submitted to the National Office for the Book of Reports. • First Vice President: Ms. Lola Denise Jefferson, 1st VP provided highlights of her activities during the 2017-2018 year. The full report was submitted to the National Office for the Book of Reports. • Second Vice President: Dr. Birthale Archie provided a review of the activities and services that she participated in during 2017-2018. The full report was submitted to the National Office for the Book of Reports. • Secretary Report: Mr. Clack provided an overview of his activities for the 2017-2018 year. The full report was submitted to the National Office for the Book of Reports. <p>Standing Report:</p> <ul style="list-style-type: none"> • Conference Committee – Dr. Janice Phillips, Conference Co-Chair reported provided a report for the 2018 Conference. The full report was submitted to the National Office for the Book of Reports. • Membership Committee – Dr. Martha A. Dawson provided a summary of the report. The full report was submitted to the National Office for the Book of Reports. • Executive Director – Dr. Millicent Gorham summarized her activities for the year. | <p>Treasurer report accepted unanimously.</p> <p>Finance report accepted unanimously.</p> |
| Meeting Recessed: | The President recessed the meeting at 10:04 AM; the meeting will resume on Sunday morning. | |
| Meeting Resumed: | The President resumed on August 5, 2018 at 11:39 AM PST. | |

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| Installation of Officers | Dr. Williams acknowledged the outgoing board members and Dr. Patricia McManus installed the new officers, board members and members of the nominating committee. | |
| Dismissal of non-members | Dr. Williams requested non-members leave room at this time. | |
| Treasurer's Report | Mrs. Barnes-Green reported that total of all accounts as of Wednesday, August 1 st , 2018 was. \$875,147.96. | |
| Adjournment: | The 46 th Annual Business Meeting and Conference was adjourned on August 5, 2018 at 1151PM CST in St. Louis, MO. | |
| Recorder: | Kendrick T. Clack, MS, APRN, FNP-C, AAHIVS | |