

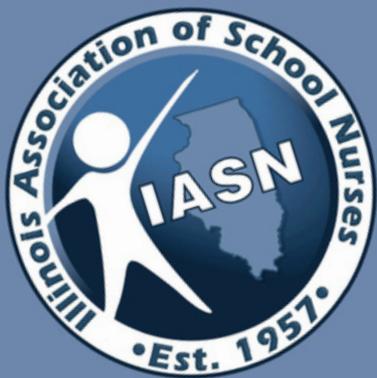
September 26, 2020

Annual Meeting Packet

63rd ANNUAL IASN CONFERENCE

The Year of the Nurse!

Celebrating Health,
Healing & Leadership





Annual Business Meeting Agenda

Saturday, September 26, 2020

9:00am- 10:30am

Virtual

- I. Call to Order
- II. Opening Ceremonies/Pledge of Allegiance
- III. Welcome
- IV. Assignment of 2020 Minutes Approval Committee
- V. Roll Call
- VI. Adoption of Credentials Report
- VII. Adoption of the Annual Meeting Standing Rules
- VIII. Adoption of Agenda
- IX. Approval of 2019 Minutes
- X. Report of the President
- XI. Presentation of the IASN Budget
- XII. Presentation of Bylaws Committee
- XIII. Installation of New Officers/Board Members
- XIV. Presentation of the School Nurse of the Year
- XV. Announcements
- XVI. Open Discussion
- XVII. Adjournment

IASN ANNUAL MEETING STANDING RULES OF ORDER – VIRTUAL MEETING

ATTENDING THE MEETING

1. All **participants** should begin joining the meeting 30 minutes prior to the stated call to facilitate attendance and quorum determination. Participants may join the meeting on any computer or smart device with an internet connection (via Zoom meeting app). Participants using desktop or laptop computers may use their computer microphones and speakers for audio connection or may connect their audio through a telephone, mobile phone or smart device. Participants wishing to use a phone connection should first join online in the meeting application before dialing in the audio connection this matches the phone line with the participant's name.
2. Members must sign in using their full name, failure to do so will result in removal from the meeting. Mickey and Peppa Pig will be asked to leave the meeting.
3. Each participant is responsible for his/her connection to the internet and meeting based on these Rules; no action will be invalidated on the grounds that the loss of, or poor quality of, a member's individual connection prevented him/her from participating in the meeting, provided that at least a quorum of participants was connected and adequately able to participate.
4. Upon entering the meeting, all participants should mute their audio and remain muted unless being recognized to speak.
5. If a member's device is causing interference the Chair will have the member muted.
6. Each **qualified member*** of the **Association present** and **registered** for the **Annual Conference** shall have the right to **speak, make motions** and **amendments, debate questions,** and **vote** on all matters brought before the assembly.
7. The **Annual Meeting** shall be conducted in accordance with the **Bylaws dated 10.20.2018** and **Operating Guidelines** of this **Association**. Matters not specifically covered shall be governed by **Robert's Rules of Order, Newly Revised** current edition.
8. There shall be a professional **registered parliamentarian** to whom questions may be directed through the **presiding officer** only.
9. The **Chair** is authorized to appoint a committee of 3 Active Members to approve the **minutes** of the **Annual Meeting**.
10. **Whenever practicable, copies of each report by a committee of the Association shall be made available to each member of the assembly before or at the time of the presentation of such report.**

CHAT WINDOW FUNCTIONS

11. Chat messages/short comments will be sent to everyone.
12. Use the chat message to feature to pose a question to the chair, or parliamentarian. Questions will be responded to by the appropriate person, if necessary, the question will be read aloud so the question can be answered appropriately.
13. A member intending to make a main motion, to offer an amendment, or to propose instructions to the attendees, shall type the motion in the chat window. Only "voting" members may propose or vote on a motion.

RECOGNITION TO SPEAK

14. A **member** wishing to speak shall use the “raise hand” feature in Zoom. Once recognized by the Chair, the participant shall un-mute their line to speak. Only those person’s recognized shall be permitted to speak. When recognized, the participant should state his/her **name**.
15. No member shall speak in debate more than **twice** to the same question during the same meeting, nor longer than **two (2) minutes** at one time unless **permission** is granted by a **2/3 vote** of the membership present.
16. **Right to the floor** may be granted to **non-members** by the **Chair** with **consent of the members**.

VOTING

17. All voting will occur in a “**voting**”-**member-only** room. Non-Voting members will be moved automatically to a break out room when the chair announces a vote. Votes will be tallied using a poll and the results will be shown on the screen. When the vote is completed, all “non-voting” members will be returned to the main room. Upon returning to the main room the chair will announce the results.
18. A motion shall be carried by a **majority vote** of those **present and voting**. Motions requiring **2/3** vote shall be carried by an affirmative vote of **2/3** of the members **present and voting**.
19. These rules may be **adopted** by a **majority vote** of those **present and voting**.

- * **A qualified member is one who has met the qualifications as set forth in the Bylaws of the Association, and who has paid dues for the current year.**

PRESIDENT'S REPORT

September 26, 2020

Hello fellow members of IASN. This will be my last report as your President. In truth, this will read less like a report and more as my final musings before I pass the gavel on to your new President, Gloria Barrera. As I write, I am reminded that I have held many leadership positions in a nursing career I am very grateful for, and I have left a piece of my heart with each one of them. This time will be no different.

I am often reminded that timing is everything, and at the onset of my presidency, I felt fortunate that my role would coincide with the “Year of the Nurse and Midwife”. As you know, this celebration was planned to coincide with the recognition of Florence Nightingale’s 200th Birthday and I anticipated a year filled with celebrations, festive meetings, conferences, and unique opportunities for our members to network in honor of this milestone. About that timing...it wasn’t long before I realized that IASN wouldn’t just be “celebrating” Nightingale’s legacy, we would be “living” it by holding true to her nursing principles during a pandemic. True to our own history, IASN responded to this new paradigm by leading our members in the support and care of our students, staff and communities. There was no time to waste.

I am often reminded that our world is an unpredictable place. The pandemic certainly underscored that reality, and I believe most of us would agree that being a school nurse has taught us the same. After all, school nurses practice in one of the most unpredictable settings of all...schools, where “jolting events” occur regularly. IASN has always led the way in preparing school nurses for those jolts.... seizure care, trauma informed practice, stop the bleed training, management of anaphylaxis etc. As our communities entered into “jolting” and uncharted territories I felt fortunate that my presidency would be shared with experienced and ambitious board members who would provide IASN members with a forum to gain knowledge and understanding in order to navigate the unknown as we learned in real time the implications COVID-19 would have on our schools.

At first, I thought that the goals the board and I had set for IASN during the upcoming year would be eclipsed by the demands of the pandemic. I was wrong. I quickly realized that the pandemic validated IASN’s goals for its members. As we experienced the closure of our schools, the shelter in place order, and the challenges associated with remote learning platforms, it was clear that IASN’s leaders and members would adapt and work together to bring our experiences and volunteer spirits to the frontline.

IASN connected with school stakeholders throughout the year in a manner that positioned us as frontline responders in our schools and experts in how to bring students back to the classroom in the midst of a pandemic. The public trusts us to care for their children. The media trusts us to relay our expert opinion as frontline responders on how to safely bring students back into classrooms. This trust earning transaction between school nurses and the media is happening in real time. This was apparent when Gloria and I were interviewed by the radio program “The 21st” over the summer in order to share our informed opinions about the importance of in- person learning and the mitigation strategies that would be needed to safely implement in- person learning.

IASN has always responded to our members and their need to learn, access information, discuss and collaborate. *The Year of the Nurse and Pandemic* (notice my edit here), caused us to launch new ways to provide educational forums and resources to our members and school nurses at large. Our zoom Town Hall Meetings on COVID -19 created an opportunity for nurses across the State of Illinois to learn about COVID-19 and implications it created for our school communities. It was during these forums that I recognized that Nightingale's call to care for the sick and healthy was being lived out by IASN. Recall that Nightingale described two types of nursing, one for the healthy and one for the sick. "Both kinds of nursing are to put us in the best possible conditions for nature to restore or preserve health-- to prevent or to cure disease or injury" (Nightingale). COVID-19 demands that school nurses practice both prevention and preservation, and I am sure Nightingale would have approved of the way IASN lived her vision as we collectively learned how to advance both of her nursing tenets.

IASN is fortunate to have members who portray a visible image of the positive work we do. Fostering that positive and professional image is important for our IASN. When our very own Jenna Palmisano created the video, "We are Nurses" to address student fears about nurses wearing PPE, that positive image of IASN went national. Jenna's picture showing her donned in PPE and accompanying story, were showcased in the July issue of *NASN School Nurse Journal* in order to demonstrate how school nurses "live" the School Nurse Framework for 21st Century School Nursing Practice. I invite you to read about Jenna's accomplishments in Laurie Combe's letter, "School Nurses Living the Framework During COVID- 19".

Setting a legislative agenda that promotes the health and safety of school children and supports school nurses by influencing relevant policy also remains an important objective for IASN. Despite a very quiet Springfield, IASN participated in IDPH and ISBE task forces, provided comments to IDFPFR on proposed rules in the Illinois Nurse Practice Act and joined our related service colleagues in the Speaking4Children agenda. Taking part in the IEA's 166th Representative Assembly with delegate Linda Vollinger provided yet another opportunity to represent school nurses in the larger context. I anticipate that school nurses will continue to be called upon to bring their expertise and experience to the policy making tables as we continue to navigate the pandemic.

One of the most exciting aspects of my role as IASN's President was to watch our membership grow. I firmly believe that when you connect the work you are doing to the work of others, you recognize the benefits of connecting with colleagues. The result... you grow your membership and while doing so identify new leaders. School nurses called, emailed, and left messages with our office seeking information on how to become a member and how to volunteer on our key committees. At the time of this writing we boast over 800 members, and IASN has forged some new partnerships with other agencies. Not only did IASN's membership grow, but new leaders were identified to serve IASN. In the "Year of the Nurse" it was energizing to see school nurses unite around the extraordinary nursing work we do. Our members volunteered with their local health department and hospitals, donated PPE, participated in the readiness of field hospitals, manned testing sites, and prepared and delivered meals. Through IASN's social platforms we sponsored blood donations, sponsored pizza deliveries to our nurse colleagues working in hospital settings and made masks. Together we found ways to find solutions for those under our care and in our communities. Again, I think Nightingale would be pleased to learn that school nurses lived out the life enhancing value that nursing care provides.

Back in January I wrote the following in my 1st quarter presidential report: “From my perspective as your President, The Year of the Nurse and Nightingale’s legacy can engage IASN members to act as catalysts toward the achievement of healthy and safe children in our schools, communities, and society.” I think we can all agree that we are indeed the catalysts that will facilitate our student’s and staff’s attainment of health and safety as we transition back into our schools and meet the needs of students and communities in the 21st Century.

It has been an honor to serve as your President. To Gloria, Bridget, Linda V., Karen, Jessica, Laura, Linda K. and Cathy, thank you for sharing your time, energy and passion with me. I leave with the same humility I entered into this role with four years ago. I will always be in awe of school nurses and IASN, the organization that supports school nurses as they make the lives of others better.

Looking forward,

Juanita Gryfinski RN, MSN, MS, MA, PEL-CSN, NCSN

President, Illinois Association of School Nurses

Illinois Association of School Nurses Annual Meeting President's Report September 26, 2020



IASN in The Year of the Nurse and Pandemic.... Bringing our Experience to the Frontlines



The “Year of the Nurse” has taught us that the world is an uncertain place!

What’s new?....We work in one of the least predictable settings on the planet.



IASN in The Year of the Nurse and Pandemic.... Living Nightingale's Legacy



It wasn't long before I realized that IASN wouldn't be "celebrating" Nightingale's legacy, we would be "living" it by holding true to her nursing principles during a **pandemic.**

IASN in The Year of the Nurse and Pandemic.... Living Nightingale's Legacy



It wasn't long before I realized that IASN wouldn't be "celebrating" Nightingale's legacy, we would be "living" it by holding true to her nursing principles during a **pandemic.**

IASN Objectives



Set a legislative agenda; influence policy! **Advocacy**

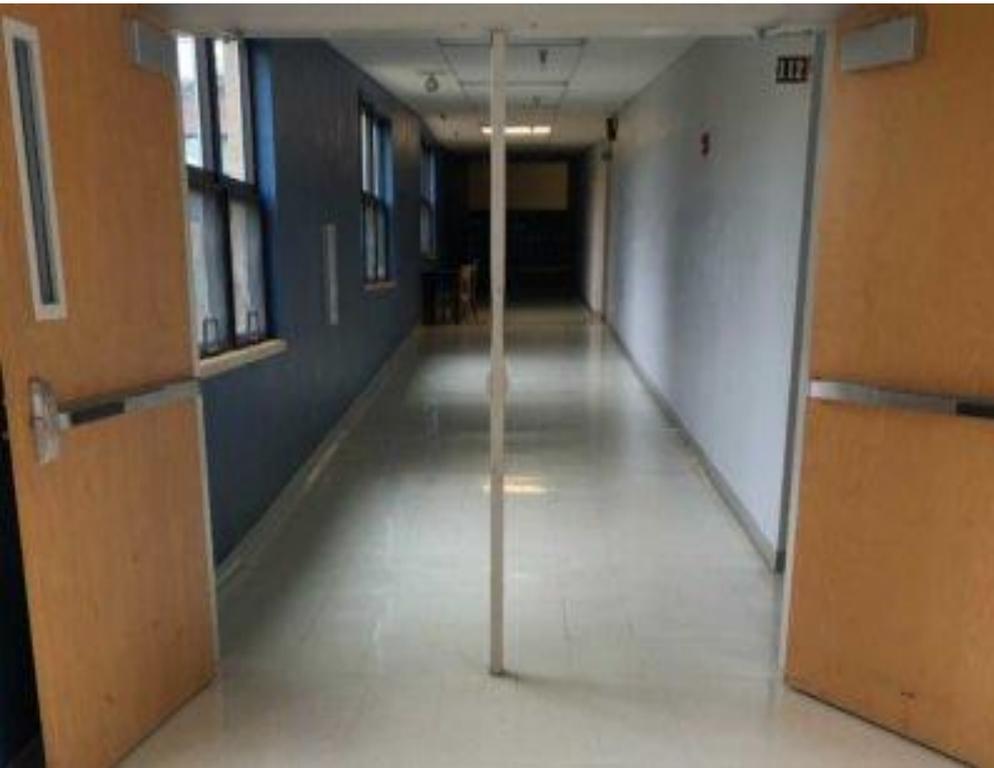
Provide opportunities to grow our members' knowledge and skills. **Resources**

Foster ways to connect and network. **Relationships**

Promote membership; identify future leaders and promote a positive image. **Visibility**



Our Objectives Did Not Change With the Pandemic. The Pandemic Showed us that our Future is Now!



IASN/School Nurses moved ahead with what was tested out of necessity and adapted to our new environment!

*New ways to connect! **Engagement**

*Interfaced with public policy makers and media **Advocacy**

*Demonstrated our Value to Safety and Positive Outcomes **Visibility**

* Promoted Membership **Growth**



Connections with Media

RADIO Highlights

The 21st

21st century radio for the 21st state. Weekdays at 11 am on WILL-AM 580.



“School nurses have always had an important job, but as you might imagine, they’ll be a critical part of schools reopening plans in the fall.”

Engagement Across the State

Zoom Highlights

Resources, Educational Opportunities, Forums and Tools positions School Nurses to provide evidence based care that promotes health and safety



From a Member:

“Thank you for providing us with information on COVID-19. It was awesome to see so many nurses on the Zoom call, all learning together”

From Florence Nightingale:

“Learn to restore and preserve”



Visibility and a Positive Image

Value to Safety and Positive Outcomes



Our very own Jenna Palmisano created the video, “We are Nurses” to address student fears about nurses wearing PPE. Her picture and story were showcased in the *NASN School Nurse Journal* in order to demonstrate how school nurses “live” the School Nurse Framework for 21st Century School Nursing Practice.

Advocacy and Legislation

Set a Legislative Agenda



Promote Membership and Identify Leaders



When you connect the work you are doing to the work of others you grow your members and identify new leaders!

Connected Together



When you connect the work you are doing to the work of others you grow your members and identify new leaders!



Thank You



Thank You

Gloria

Linda V.

Linda K.

Bridget

Jessica

Cathy

Karen

Laura



Illinois Association of School Nurses
2020 Annual Meeting (via Zoom)
September 26, 2020
Treasurer's Report

The Finance Committee met via Zoom on July 27, 2020. The Finance Committee consists of Chair-Debbie Miller, Members – Brandy Kirby, Linda Vollinger and Juanita Gryfinski. Susan Swart and Jessica Mahnke of SYS Consulting Solutions Inc. were present to provide administrative support and QuickBooks documentation.

Membership has been steadily increasing which increases our revenue from which to operate from. Attached is the Current Budget vs. Actual Report for FY 2021 which runs from September 1, 2020 through August 31, 2021.

The current available balance in our checking account at Chase Bank is \$97,588.41. We continue to hold our investment account at Edward Jones.

The Finance Committee had a discussion as to current practices and safeguards that are in place. Monthly Reports are prepared by SYS Consulting Solutions and sent to the IASN Treasurer and President for review of monthly activity and expenditures for accuracy. Using DocuSign, the Treasurer and President sign off on their accuracy. The process in place for requests for payments, purchases and reimbursements are sent to the President and Treasurer for approval, then SYS Consulting is directed to issue the payments utilizing the budget codes indicated by the Treasurer from the current working budget. This has increased transparency and safeguards our practices.

At the August 2020 IASN Board Meeting, the Finance Committee discussed adopting the practice of conducting a financial review of IASN's financial records and practices. After discussion, the Finance Committee recommended that IASN follow best practice of having a financial review every third year. That cycle will begin with a financial review of FY 2020 which ended on August 31, 2020.

The IASN Board voted unanimously to accept the proposal from Desmond & Ahern, Ltd. to conduct a financial review for IASN every third year beginning with FY 2020.

Lastly, the Finance Committee prepared the attached proposed budget for Fiscal Year 2021 and presented it for approval by the IASN Board at the August 2020 IASN Board Meeting. Per the IASN Bylaws, the fiscal year shall be September 1 through August 31. The IASN Board voted unanimously to accept the FY 2021 Budget prepared and presented by the IASN Finance Committee.

Respectfully submitted,

Linda A. Vollinger MSN, RN, PEL-CSN
IASN Treasurer

Illinois Association of School Nurses

Budget vs. Actual

September 2019 through August 2020

09/14/20

Accrual Basis

| | Sep '19 - Aug 20 | Budget | \$ Over Budget | % of Budget |
|--|------------------|------------------|--------------------|---------------|
| Income | | | | |
| 41000 · Membership Dues | 34,390.63 | 30,245.00 | 4,145.63 | 113.7% |
| 44000 · Program Income | | | | |
| 44400 · Annual Conference | 26,609.29 | 7,000.00 | 19,609.29 | 380.1% |
| 44700 · APU Income | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 44000 · Program Income | 26,609.29 | 7,000.00 | 19,609.29 | 380.1% |
| 45000 · Other types of Income | | | | |
| 45030 · Interest | 0.00 | 100.00 | (100.00) | 0.0% |
| 45100 · Investment Income | 0.00 | 0.00 | 0.00 | 0.0% |
| 45200 · Unrealized Gain (Loss) | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 45000 · Other types of Income | 0.00 | 100.00 | (100.00) | 0.0% |
| Total Income | 60,999.92 | 37,345.00 | 23,654.92 | 163.3% |
| Expense | | | | |
| 60900 · Governance Expenses | | | | |
| 60910 · Board Meetings | 835.18 | 7,000.00 | (6,164.82) | 11.9% |
| 60920 · President | 1,292.74 | 3,000.00 | (1,707.26) | 43.1% |
| 60930 · President-Elect | 694.29 | 2,000.00 | (1,305.71) | 34.7% |
| 60940 · Recording Secretary | 0.00 | 0.00 | 0.00 | 0.0% |
| 60950 · Treasurer | 38.28 | 0.00 | 38.28 | 100.0% |
| 60960 · NASN Director | | | | |
| 60961 · Incoming NASN Director | 0.00 | 0.00 | 0.00 | 0.0% |
| 60960 · NASN Director - Other | 2,436.69 | 5,000.00 | (2,563.31) | 48.7% |
| Total 60960 · NASN Director | 2,436.69 | 5,000.00 | (2,563.31) | 48.7% |
| 60970 · IEA Delegate | 750.00 | 750.00 | 0.00 | 100.0% |
| 60900 · Governance Expenses - Other | 164.85 | | | |
| Total 60900 · Governance Expenses | 6,212.03 | 17,750.00 | (11,537.97) | 35.0% |
| 61000 · Fees for Service | | | | |
| 61100 · Accounting | 0.00 | 6,500.00 | (6,500.00) | 0.0% |
| 61250 · Legal Services | 495.00 | | | |
| 61500 · Parliamentarian | 557.00 | 750.00 | (193.00) | 74.3% |
| Total 61000 · Fees for Service | 1,052.00 | 7,250.00 | (6,198.00) | 14.5% |
| 62000 · Committees/Programs | | | | |
| 62010 · Historian | 37.70 | 100.00 | (62.30) | 37.7% |
| 62050 · Finance Committee | 0.00 | 0.00 | 0.00 | 0.0% |
| 62100 · APU Unit | | | | |
| 62111 · Recertification of Unit | 0.00 | 0.00 | 0.00 | 0.0% |
| 62112 · Distance Learning | 0.00 | 1,600.00 | (1,600.00) | 0.0% |
| Total 62100 · APU Unit | 0.00 | 1,600.00 | (1,600.00) | 0.0% |
| 62200 · Advocacy/Legislative Affairs | 0.00 | 500.00 | (500.00) | 0.0% |
| 62300 · Speaking4Children | 67.13 | 100.00 | (32.87) | 67.1% |
| 62400 · Healthy Schools Campaign | 0.00 | 400.00 | (400.00) | 0.0% |
| 62500 · Bylaws/Resolutions | 0.00 | 0.00 | 0.00 | 0.0% |
| 62600 · Annual Meeting & Conference | 27,629.66 | 3,000.00 | 24,629.66 | 921.0% |
| Total 62000 · Committees/Programs | 27,734.49 | 5,700.00 | 22,034.49 | 486.6% |
| 63000 · Organizational Affiliates | | | | |
| 63010 · ANA-Illinois Affiliate Dues | 750.00 | 600.00 | 150.00 | 125.0% |
| 63015 · ANA-Illinois Rep Exp | 0.00 | 100.00 | (100.00) | 0.0% |
| 63020 · NASN - Affiliate Dues | 100.00 | 100.00 | 0.00 | 100.0% |
| 63030 · ISELA | 0.00 | 0.00 | 0.00 | 0.0% |
| 63050 · PANDA/PANS Rep | 0.00 | 0.00 | 0.00 | 0.0% |
| Total 63000 · Organizational Affiliates | 850.00 | 800.00 | 50.00 | 106.3% |
| 64000 · Networking & Public Relations | 1,665.37 | 4,000.00 | (2,334.63) | 41.6% |
| 65000 · Operations | | | | |
| 65010 · Website | 6,861.00 | 1,500.00 | 5,361.00 | 457.4% |

Illinois Association of School Nurses

Budget vs. Actual

09/14/20

September 2019 through August 2020

Accrual Basis

| | Sep '19 - Aug 20 | Budget | \$ Over Budget | % of Budget |
|--------------------------------------|------------------|--------------------|------------------|----------------|
| 65020 · Misc | 940.63 | 300.00 | 640.63 | 313.5% |
| 65040 · Supplies | 283.43 | 400.00 | (116.57) | 70.9% |
| 65050 · Administrative Support | 9,000.00 | 9,000.00 | 0.00 | 100.0% |
| 65060 · IEA Printing/Postage | 95.43 | 1,000.00 | (904.57) | 9.5% |
| 65100 · MW Nursing Hist Research Ctr | 0.00 | 150.00 | (150.00) | 0.0% |
| 65200 · Insurance | | | | |
| 65210 · Bond Insurance | 0.00 | 210.00 | (210.00) | 0.0% |
| 65220 · Liability Insurance | 0.00 | 1,400.00 | (1,400.00) | 0.0% |
| 65200 · Insurance - Other | 922.00 | | | |
| Total 65200 · Insurance | 922.00 | 1,610.00 | (688.00) | 57.3% |
| 65300 · Fees | | | | |
| 65310 · Bank Fees | 4.00 | 100.00 | (96.00) | 4.0% |
| 65320 · Business Registration Fee | 45.00 | 10.00 | 35.00 | 450.0% |
| 65330 · Credit Card Fees | 617.11 | | | |
| Total 65300 · Fees | 666.11 | 110.00 | 556.11 | 605.6% |
| Total 65000 · Operations | 18,768.60 | 14,070.00 | 4,698.60 | 133.4% |
| 66000 · Contingency Fund | 0.00 | 4,000.00 | (4,000.00) | 0.0% |
| 67000 · Other Expenses | | | | |
| 67500 · Misc Expenses | 282.00 | | | |
| Total 67000 · Other Expenses | 282.00 | | | |
| Total Expense | 56,564.49 | 53,570.00 | 2,994.49 | 105.6% |
| Net Income | 4,435.43 | (16,225.00) | 20,660.43 | (27.3)% |

Illinois Association of School Nurses Budget Overview

09/24/20

Accrual Basis

September 2020 through August 2021

| | Sep '20 - Aug 21 |
|---|------------------|
| Income | |
| 41000 · Membership Dues | 34,315.00 |
| 44000 · Program Income | |
| 44400 · Annual Conference | 7,000.00 |
| 44700 · APU Income | 0.00 |
| | 7,000.00 |
| Total 44000 · Program Income | 7,000.00 |
| 45000 · Other types of Income | |
| 45030 · Interest | 100.00 |
| 45100 · Investment Income | 0.00 |
| 45200 · Unrealized Gain (Loss) | 0.00 |
| | 100.00 |
| Total 45000 · Other types of Income | 100.00 |
| Total Income | 41,415.00 |
| Expense | |
| 60900 · Governance Expenses | |
| 60910 · Board Meetings | 4,000.00 |
| 60920 · President | 3,000.00 |
| 60930 · President-Elect | 2,000.00 |
| 60940 · Recording Secretary | 0.00 |
| 60950 · Treasurer | 0.00 |
| 60960 · NASN Director | |
| 60961 · Incoming NASN Director | 0.00 |
| 60960 · NASN Director - Other | 5,000.00 |
| | 5,000.00 |
| Total 60960 · NASN Director | 5,000.00 |
| 60970 · IEA Delegate | 750.00 |
| 60900 · Governance Expenses - Other | 200.00 |
| | 14,950.00 |
| Total 60900 · Governance Expenses | 14,950.00 |
| 61000 · Fees for Service | |
| 61100 · Accounting | 3,000.00 |
| 61250 · Legal Services | 500.00 |
| 61500 · Parliamentarian | 800.00 |
| | 4,300.00 |
| Total 61000 · Fees for Service | 4,300.00 |
| 62000 · Committees/Programs | |
| 62010 · Historian | 100.00 |
| 62050 · Finance Committee | 0.00 |
| 62100 · APU Unit | |
| 62111 · Recertification of Unit | 0.00 |
| 62112 · Distance Learning | 0.00 |
| | 0.00 |
| Total 62100 · APU Unit | 0.00 |
| 62200 · Advocacy/Legislative Affairs | 500.00 |
| 62300 · Speaking4Children | 100.00 |
| 62400 · Healthy Schools Campaign | 400.00 |
| 62500 · Bylaws/Resolutions | 0.00 |
| 62600 · Annual Meeting & Conference | 5,400.00 |
| | 6,500.00 |
| Total 62000 · Committees/Programs | 6,500.00 |
| 63000 · Organizational Affiliates | |
| 63010 · ANA-Illinois Affiliate Dues | 750.00 |
| 63015 · ANA-Illinois Rep Exp | 100.00 |
| 63020 · NASN - Affiliate Dues | 100.00 |
| 63030 · ISELA | 0.00 |
| 63050 · PANDA/PANS Rep | 0.00 |
| | 950.00 |
| Total 63000 · Organizational Affiliates | 950.00 |
| 64000 · Networking & Public Relations | 4,000.00 |
| 65000 · Operations | |
| 65010 · Website | 700.00 |

Illinois Association of School Nurses Budget Overview

September 2020 through August 2021

| | Sep '20 - Aug 21 |
|--------------------------------------|-------------------|
| 65020 · Misc | 300.00 |
| 65040 · Supplies | 400.00 |
| 65050 · Administrative Support | 9,000.00 |
| 65060 · IEA Printing/Postage | 200.00 |
| 65100 · MW Nursing Hist Research Ctr | 150.00 |
| 65200 · Insurance | |
| 65210 · Bond Insurance | 0.00 |
| 65220 · Liability Insurance | 0.00 |
| 65200 · Insurance - Other | 950.00 |
| | 950.00 |
| Total 65200 · Insurance | 950.00 |
| 65300 · Fees | |
| 65310 · Bank Fees | 25.00 |
| 65320 · Business Registration Fee | 45.00 |
| 65330 · Credit Card Fees | 500.00 |
| | 570.00 |
| Total 65300 · Fees | 570.00 |
| Total 65000 · Operations | 12,270.00 |
| 66000 · Contingency Fund | 0.00 |
| | 0.00 |
| Total Expense | 42,970.00 |
| Net Income | (1,555.00) |



Proposal to Amend IASN Bylaws

| Proposal # | Title | Article | Section | Proposed by |
|--|-----------------------|--|---------|--|
| 01 | Membership Categories | IV | 1 | Bylaws Committee |
| <p><u>Current Language:</u></p> <p>There shall be five (5) classifications of members:</p> | | <p><u>Proposed Language:</u> please note typo there are currently 6 categories</p> <p>Section 1. There shall be four (4) classifications of members: Active, Associate, Retired and Student.</p> | | <p><u>If Adopted:</u></p> <p>Section 1. There shall be four (4) classifications of members: Active, Associate, Retired and Student.</p> |

Conforming Amendments: If the above amendment is adopted the following amendments will be formally adopted to conform to that decision.

| | | |
|--|--|---|
| <p><u>Current Language:</u> Article 1 section E/F Corporate/Business/Professional Organization members 1. Those organizations or persons who desire to support the goals of IASN and whose members are not eligible for Active or Associate membership to IASN. 2. Granting of Corporate/Business/Professional Organization membership shall in no way bind IASN to support philosophies or policies of any Corporate/Business/Professional Organization members. 3. Corporate/Business/Professional Organization members shall receive all mailings and may participate in IASN activities, but may not vote, hold office or serve on a committee. F. Member-at-Large 1. Shall be those individuals who hold a special interest in</p> | <p><u>Proposed Language:</u> Corporate/Business/Professional Organization members 1. Those organizations or persons who desire to support the goals of IASN and whose members are not eligible for Active or Associate membership to IASN. 2. Granting of Corporate/Business/Professional Organization membership shall in no way bind IASN to support philosophies or policies of any Corporate/Business/Professional Organization members. 3. Corporate/Business/Professional Organization members shall receive all mailings and may participate in IASN activities, but may not vote, hold office or serve on a committee. F. Member at Large 1. Shall be those individuals who hold a special interest in</p> | <p><u>If Adopted:</u></p> <p>Strike and renumber accordingly</p> |
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| | | |
|--|--|---|
| <p>or who are working with IASN and who do not fit into any other corporate membership classification. 2. Shall receive all mailings and may participate in IASN activities, but may not vote, hold office, or serve on a committee.</p> | <p>or who are working with IASN and who do not fit into any other corporate membership classification. 2. Shall receive all mailings and may participate in IASN activities, but may not vote, hold office, or serve on a committee.</p> | |
| <p>Article IV, Section 1.B. . Anyone who does not meet the criteria or IASN Active membership, but is a Registered Professional Nurse, currently licensed to practice in Illinois</p> | <p>Anyone who does not meet the criteria for IASN Active membership, but is a Registered Professional Nurse or licensed practical nurse, currently licensed to practice in Illinois</p> | <p>Anyone who does not meet the criteria for IASN Active membership, but is a Registered Professional Nurse or Licensed Practical Nurse, currently licensed to practice in Illinois</p> |
| <p>Article IV, Section 2. A school nurse whose service is interrupted in order to pursue educational course, or whose service is interrupted involuntarily, or who is on a leave of absence, but who meets the other criteria, may maintain Active or Associate membership by payment of the appropriate dues.</p> | <p>A school nurse whose service is interrupted in order to pursue educational course, or whose service is interrupted involuntarily, or who is on a leave of absence, but who meets the other criteria, may maintain Active or Associate membership by payment of the appropriate dues.</p> | <p>Strike and renumber accordingly</p> |

Rationale: Illinois membership is not solely determined by certification but is determined by licensure. Provision of school health service is expanding to have a role for the LPN/LVN and RNs not considered school nurses who need support to provide safe, evidence-based practice within their scope of practice in our schools.

The member at large category is recommended to be deleted due to the LPN/LVN moving to the associate member category and NASN plans to alter free marketing opportunities for our corporate members in a non-membership capacity. This change is anticipated to have a financial impact on NASN/IASN for operational costs related to changing membership categories in the associate management system

This condition for membership is accounted for in the proposed membership categories. Full time employment is not a requirement for membership.



| Proposal # | Title | Article | Section | Proposed by |
|---|-------|---|---------|---|
| 02 | Dues | V | 2/3 | Bylaws Committee |
| <p><u>Current Language:</u> Section 2 The annual dues shall include for dues in membership of IASN and NASN. Section 3. The annual dues shall be: A. \$45.00 for IASN Active and Associate members plus the current NASN dues. B. \$30.00 for IASN Retired and Student members plus the current NASN dues. C. \$250 for Corporate/Business/Professional Organization members plus the appropriate amount for the corresponding membership classification in NASN. D. \$100 for Members-at-Large plus the appropriate amounts for the corresponding membership classification in NASN.</p> | | <p><u>Proposed Language</u> The annual dues shall include for dues in membership of IASN and NASN. All annual dues shall be established by the board of directors. Any person eligible for membership shall become a member upon payment of dues set for the applicable classification of membership. Section 3: A. \$45.00 for IASN Active and Associate members plus the current NASN dues. B. \$30.00 for IASN Retired and Student members plus the current NASN dues. C. \$250 for Corporate/Business/Professional Organization members plus the appropriate amount for the corresponding membership classification in NASN. D. \$100 for Members-at-Large plus the appropriate amounts for the corresponding membership classification in NASN.</p> | | <p><u>If Adopted:</u> All annual dues shall be established by the board of directors. Any person eligible for membership shall become a member upon payment of dues set for the applicable classification of membership.</p> |

Rationale: Determination of dues belongs as a component of operating guidelines and should not be part of the bylaws, removal from bylaws enables the board to be more responsive to member and marketplace needs.



| Proposal # | Title | Article | Section | Proposed by |
|--|----------|--|---------|---|
| 03 | Officers | VI | 1A 2 | Bylaws Committee |
| <p><u>Current Language:</u> Section 1A: The elected officers shall be the President, the President-elect, Professional Development/Education Coordinator, Governance Coordinator, Marketing/Communications Coordinator, Advocacy/Legislation Coordinator and the Treasurer Section 2: The Executive Secretary shall have ongoing evaluation, with the option of reappointment every two (2) years.</p> | | <p><u>Proposed Language</u> The elected officers shall be the President, the President-elect, Professional Development/Education Coordinator, Governance Coordinator, Marketing/Communications Coordinator, Advocacy/Legislation Coordinator and the Secretary-Treasurer The Executive Secretary IASN Administrative services shall have ongoing evaluation, with the option of reappointment contract renewal every two (2) years</p> | | <p><u>If Adopted:</u> The elected officers shall be the President, the President-elect, Professional Development/Education Coordinator, Governance Coordinator, Marketing/Communications Coordinator, Advocacy/Legislation Coordinator and the Secretary-Treasurer IASN Administrative services shall have ongoing evaluation, with the option of contract renewal every two (2) years.</p> |

Rationale:

Elected officers of boards typically have the following officers: President, President elect and Secretary/Treasurer. Aligning the title change is congruent with industry standards.

The title Executive Secretary is not congruent with the current structure of IASN. IASN Administrative Services better represents the needs and services provided to the organization and its members.



| Proposal # | Title | Article | Section | Proposed by |
|---|---------------------------|--|---------|---|
| 04 | Nominations and Elections | IX | 3 | Bylaws Committee |
| <p><u>Current Language:</u> Section 3. The ballots for the delegates to the IEA Representative Assembly shall meet IEA balloting requirements. Ballots will be mailed by the Executive Secretary</p> | | <p><u>Proposed Language</u> Section 3. The ballots for the delegates to the IEA Representative Assembly shall meet IEA balloting requirements. Ballots will be mailed by the Executive Secretary</p> | | <p><u>If Adopted:</u> The ballots for the delegates to the IEA Representative Assembly shall meet IEA balloting requirements</p> |

Rationale: Removing the language ballots will be mailed by the Executive Secretary, simplifies language and indicates that procedures are based on IEA balloting requirements.



| Proposal # | Title | Article | Section | Proposed by |
|---|----------|---|---------|--|
| 05 | Meetings | X | 1A 2 | Bylaws Committee |
| <p><u>Current Language:</u> Section 1A: The Association shall hold an Annual Meeting in conjunction with the Annual Conference, with the date and place determined by the IASN Board in consultation with the Chairman of the Annual Conference Committee. The membership shall be notified of the tentative agenda at least two (2) weeks prior to the scheduled date of said meeting.</p> <p><u>Section 2:</u> A quorum for the Annual Meeting shall be two (2) IASN Board members and one-tenth (1/10) of the voting membership.</p> | | <p><u>Proposed Language</u> Section 1 A. The Association shall hold an Annual Meeting in conjunction with the Annual Conference, with the date and place determined by the IASN Board in consultation with the Chairman of the Annual Conference Committee. The membership shall be notified of the tentative agenda at least two (2) weeks prior to the scheduled date of said meeting.</p> <p><u>Section 2:</u> A quorum for the Annual Meeting shall be two (2) IASN Board members and one-tenth (1/10) of the voting membership registered for the meeting in person or virtually through electronic or teleconferencing methods.</p> | | <p><u>If Adopted:</u> Section 1A. The Association shall hold an Annual Meeting with the date and place determined by the IASN Board. The membership shall be notified of the tentative agenda at least two (2) weeks prior to the scheduled date of said meeting.</p> <p><u>Section 2:</u> A quorum for the Annual Meeting shall be two (2) IASN Board members and one-tenth (1/10) of the voting membership registered for the meeting in person or virtually through electronic or teleconferencing methods.</p> |

Rationale:

The IASN Board can have the flexibility to hold the Annual Meeting independent of a conference.

Registration for the annual meeting in person or virtually through electronic or teleconferencing methods enables more participation for members who can not travel.



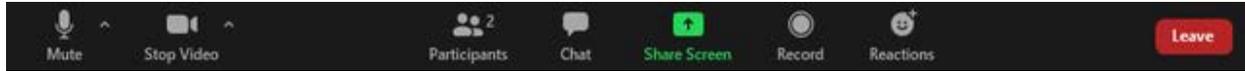
| Proposal # | Title | Article | Section | Proposed by |
|--|------------|--|---------|---------------------------|
| 06 | IASN Board | XI | 1B | Bylaws Committee |
| <u>Current Language:</u> B. An Executive Secretary shall be appointed by the IASN Board, but not have voting privileges. | | <u>Proposed Language</u> An Executive Secretary shall be appointed by the IASN Board, Administrative services shall be contracted by the IASN Board but not have voting privileges. | | <u>If Adopted:</u> |

Rationale: The executive secretary position was removed as a board member upon the restructuring of the organization, this language is incongruent with current practice.

Zoom Instructions

Overview

When you join a Zoom meeting hosted by another user, you are considered an attendee.



Prerequisites

- Zoom desktop client for macOS, Windows, or Linux
- Zoom mobile app for iOS or Android



The attendee controls appear at the bottom of your screen if you're not currently screen sharing.



Attendees have access to these features:

Mute / Unmute: Mute and unmute your microphone.

Audio Controls (click the ^ arrow next to **Mute / Unmute**): Allows you to change the microphone and speaker that Zoom is currently using on your computer, leave computer audio, and access the full audio settings.

Tip: Use the following keyboard shortcuts to mute or unmute yourself. You can also use push to talk if you want to unmute yourself by holding the spacebar.

- Windows: **Alt + A**
- Mac: **Shift + Command + A**

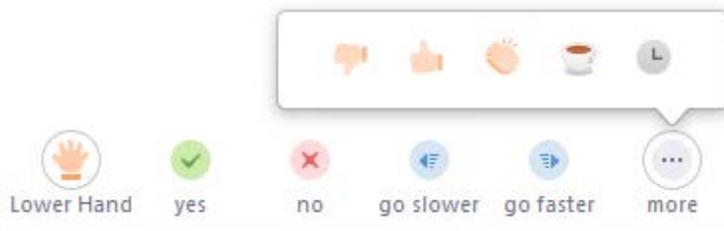
Start Video / Stop Video: Turns your camera on or off.

Video Controls (click the ^ arrow next to **Start Video / Stop Video**): Change cameras if you have multiple cameras, select a virtual background (if enabled), or access your full video settings.

Participants: See who's currently in the meeting and invite others. You can also access to these options:

- **Rename:** Hover over your name, click **More**, and choose **Rename** to change your screen name displayed to other participants.

- Non-verbal feedback icons: Places an icon beside your name to quickly notify the host.



Chat: Access the chat window to chat with the participants.

Leave: Leave the meeting while it continues for the other participants. Only the host can end the meeting.



The attendee controls appear at the bottom of your screen.

Attendees have access to these features:

Mute / Unmute: Mute and unmute your microphone.

Start Video / Stop Video: Turns your camera on or off.

Participants: See who's currently in the meeting. The participants list also gives you access to these options:

- **Rename:** Hover over your name to change it as it is displayed to other participants.
- Non-verbal feedback icons (if enabled by the host): Places an icon beside your name to quickly notify the host. For example, **Raise Hand** places the raise hand icon beside your name and simulates a hand raise.



Chat: Access the chat window to chat with the participants.

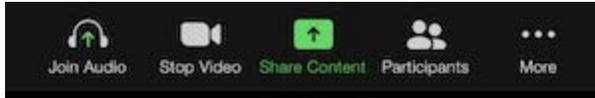
More:

- **Disable video receiving:** Allows the attendee to disable incoming video

Leave Meeting: Leave the meeting while it continues for the other participants. Only the host can end the meeting.



The attendee controls appear at the bottom of your screen, except for Leave meeting which appears at the top-right corner.



Mute / Unmute: Mute or unmute your microphone.

Video: Start and stop your own video.

Participants: See who's currently in the meeting. The participants list also gives you access to these options:

- Tap your name if you want to rename yourself.
- **Chats:** Chat with other participants.

More: Non-verbal feedback icons. Tapping an icon will notify the host by placing the icon beside your name in the participants list. For example, the hand icon places the raise hand icon beside your name and simulates a hand raise.



The attendee controls appear at the bottom of your screen, except for Leave meeting which appears at the top-right corner.



Mute / Unmute: Mute or unmute your microphone.

Video: Start and stop your own video.

Participants: See who's currently in the meeting. The participants list also gives you access to these options:

- Tap your name if you want to rename yourself.
- **Chats:** Chat with other participants.

More: View non-verbal feedback icons. Tapping an icon will notify the host by placing the icon beside your name in the participants list. For example, **Raise Hand** places the raise hand icon beside your name and simulates a hand raise.