

**Silicon Valley ONS January 2017 Strategic Planning & Retreat**

**Location:** The Fountain Restaurant at the Fairmont Hotel

**Date:** Saturday, January 7, 2017

**Facility contact:** Deborah Bolton

**Moderator:**

**Board Members:** Past President: Grace Daun, RNP, MSN, AOCNP, FNP-C

 President Elect: Deborah Bolton, RN, MN, CNS-FNP, AONCS, AOCNP

 Treasurer: Irene Medriano, RN

Secretary: Ellen Moore, RN, BSN

 Program Chair: Precious Rivera, RN, BSN

CE/ILNA Coordinator: Barbara Balc, RN, OCN

Director-at-large: Victoria Posternak, RN, MS, APCNS

Director At Large: Dana Stevens, RN

 Communications/Marketing: Jean Quitevis, MSN, RN, OCN

 Membership Committee: Julie Mc Callister, BSN, RN

 Nominating Chair: Nancy Mc Guinness, RN, BSN, OCN

 Scholarship Committee Chair: Linda Ankeny, RN, OCN, MSN

**Agenda:**

* Welcome and Introduction

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| Time | Topic | Board Member | Activity |
| 10:30-12:30 | Brunch |  |  |
| 10:45– 11:00 | Bylaws (15 mins) | Deborah | Review, Revise/Edit- Vote |
| 11:00-11:15 | Treasurer’s Report (15mins) | Irene | Written Submission.Name Change documents for 2017OCN Review Date July 15-16,2017 Create timeline for activities and needs:Location: GSH has confirmed reservation- awaiting K-SJ.CateringCostsMarketing |
| 11:15-11:30 | Membership Report (15 mins) | Julie | Submission of 2016 written reportDiscussion on new membership program. |
| 11:30- 12:00 | Program Committee (15 mins) | BarbPrecious and Jean  | Submission of written report 2016Draft of 2017 Calendar/brochure. Discussion on program/meeting dates. Some holidays on the 2nd Tuesday. |
| 12:00-12:15 | Communications Committee Update(15 mins) | Precious for Jean & Jane | -FB updates-Twitter acct (new)-Google group email reminderWebsite updates release date-about us -photographs of board members & bio-calendar-scholarship section-volunteer section |
| 11:30- 11:45 | CE/INA (15 mins) | Barb | Status of Ca BRN #? Renewal necessary?Template to be used for all CE programs and encouraged to be used by companies providing non- programs.Refund policy statement. |
| 11:45-12:00 | Hot Topics | Victoria/Ellen | Written report for 2016:Timeline for 2017 deadlines Date: Sept. 16,2017Location: BiltmoreTopics/speakersVendersMarketingRegistrationSetup |
| 12:00-12:10 | Nominating | Nancy | Written report for 2016. What positions are up for election in 2017?Timeline for voting 2017 |
| 12:10 | Scholarship | Linda | Timeline for 2017 Process |
| 12:10-12:30 | Wrap up meeting(15 mins) | Deborah |  |