



## **2025 Engagement Committee Report to Board of Directors**

**Date of Meeting/Report:** 3/19/25

**Present: Committee Members:** Andrea Kabacinski, Nadia Joseph, Helen Pham, Lee Mancuso, Josephine Agyei, Megan Guay, and Renee Sanchez

**Board Liaison:** Seon Lewis-Holman

**ABSENT:** Michele Caliva, Ebele Maduekwe, Helen Pham, Jenny Uguri, and Nichole Kirchhoffer and Jenny Uguru

**STAFF:** Deb Spass

**What are the defined goals/objectives for the committee and with which Strategic Goal do they align?**

The 2025 Program Committee Goals are in line with the ANA-NY objectives of promoting excellence in nursing practice, improving the quality of health care services and promoting professional and leadership development.

The 2025 goals are noted below:

1. Quarterly educational and professional development CE bearing programs will be offered. The Committee will collaborate with the ANA- NY Health Equity Task Force, SIGs and other committees to review and support program proposals from these groups as needed.
2. Quarterly social engagement programs, both in-person and virtual will be offered. The Committee will collaborate with OAs across the state whenever possible.

3. Evaluations will be done for all programs including numbers registered, numbers attending, (ANA-NY members and others) and engagement. These will be reported to the Committee after each event and included in the Committee Annual Report.

4. One in-person Committee meeting is supported by ANA-NY; this can be scheduled for the ANA-NY Annual meeting October 9- 11, 2025 or some other date in 2025.

**What are the success metrics/estimated timeline for those metrics for the committee?**

At least 4 CE bearing programs will be provided by 12/31/25

At least 4 social engagement programs will be provided to membership by 12/31/25

Evidence of program evaluation for CE bearing and social engagement programs presented at engagement committee meetings on a quarterly basis

One in-person committee meeting will be held before October 31. 2025

**What activity has the committee completed since the last report?**

The Health Equity Task Force Members completed training of MAP-IT 3.0.

Taskforce now working on educational program and resources for membership.

**Coming events**

1. Health Equity Task-Force (HETF) has set up a series of training sessions, totally four sessions with CE for membership. This will be the MAP 2.0 series, customized for membership, each session will be 2 hours. The HETF grant will be used to provide funding for the MAP 2.0 instructor, Dr. Alice Forlini.. Dr. Cynthia LaRocca, task-force member will co-teach in kind with the Dr. Alice Forlini
2. Meet the ANA-NY Board President engagement events

3. Jones Beach Clean-up: Organized by Helen Pham. Planned for April 22, 2025.

#### Past Events:

1. Book Discussion and Interview with Maria Smilios of the Black Angels, held on 3/12/25. Over 80 participants attended. The HETF grant supported nursing students who attended the program.
2. Paint& Sip social event: Occurred March 28, 2025, event went well, 25 attended event.

#### **New Programs under development:**

The Young Professionals SIG Proposal was reviewed and accepted by Engagement Committee members. The proposal will be presented at the next BOD meeting slated for 4/28/25

Other programs under development to be offered on a quarterly basis:

Cannabis Education

Mindful Nutrition

GLP 1 Topic

ANA-NY Sponsorship for "I Love My Park" on 5/3/25 with coordinated events over the next several months: Erie Canal Trail Clean Up 4/18 – 4/20; Adirondacks 9/6/25

**What resources (financial or human) are the committee requesting of the staff or BOD?**

Swag for beach clean-up

#### **NEW BUSINESS**

NA

**Is there a motion from the committee?**

**No**

**Respectfully submitted by: Seon Lewis-Holman**



## **Committee Report to Board of Directors**

**Date of Meeting/Report:** March 26, 2025

**Present:** Beverly Karas-Irwin (Chair), Glennie Millard, Ebele Maduekwe, Kimberly Velez (Board Liaison), and Pat Rojas-Guerrero, Kathleen Dever.

**ABSENT:**

**STAFF:** Jeanine Santelli, Executive Director

**GUESTS:** Amy Pedrick, CPA

**What are the defined goals/objectives for the committee and with which Strategic Goal do they align?** The defined goals of this committee are to review and oversee the accounting and financial reporting processes of the organization and the audit of its financial statements. The Audit Committee is also responsible for annual review of conflict-of-interest statements and disciplinary decisions.

**What are the success metrics/estimated timeline for those metrics for the committee?** The success is based on timely selection of a CPA and 1<sup>st</sup> quarter meetings to review the financial statements in alignment of board meeting so taxes are filed on time.

**What activity has the committee completed since the last report?** Chair Beverly reviewed the minutes of the previous meeting and committee approved them. Amy Pedrick (Auditor) of West CPA reviewed the Financial Letter and 990. Questions were asked & answered, the committee approved motion to forward to the ANA-NY Board. Chair Beverly encouraged all to attend ANA-NY Conference.

**What resources (financial or human) are the committee requesting of the staff or BOD?** None

**Is there a motion from the committee?** None

**Respectfully submitted by:** Kimberly Velez, MSN, RN

## **April 2025 ED Report**

### **Advocacy**

- Signed on to letters in opposition to cigar lounges (state)
- Signed on to letters in support of Medicaid funding (federal)
- MOS for Healthy Workplace bill

### **Services**

- 9,143 members
- Summer 2023 issue of JANANY finally published on our website
- Renewed CINAHL subscription with increased member benefits and a direct link from our members only portal
- Implementing sustainable strategies for conference and operations
- Opened member store for ANA-NY branded items
- Successful Paint and Sip event on Long Island

### **Professional Promotion**

- Call for Awards completed
- 60 abstracts for conference submitted
- New brand roll-out
- Ordering new swag and exhibiting promotionals (ANA will reimburse up to \$5,000)
- Attended NYSED BON meeting 3/27/25
  - Discussed if there was a preferred provider of PNP credential – no, but check with employer
  - Reviewed Shield Law
  - Noted that ANA Code of Ethics has been updated
  - Now open to reviewing leadership DNP program applications
- Scheduled Town Hall in Finger Lakes Region
- Exhibited in:
  - Rochester
  - Albany
  - Niagara Falls
  - Syracuse
  - Long Island

### **Educational Advancement**

- 30,000 professionals in NY have taken our Child Abuse training course
- Free webinars now available through our CINAHL subscription

ANA-NY  
Board of Directors Microsoft Teams Conference Meeting  
February 26, 2025

**PRESIDING: Dr. Connie Perkins**

**PRESENT:**

**OFFICERS:** Elisa (Lee) Mancuso,

**DIRECTORS:** Seon Lewis-Holman, Kerlene Richards, and Alison Simpson

**EXCUSED:** Tanya Drake, Kim Velez, and Giselle Gerardi

**ABSENT:** Theodora Levine

**STAFF:** Jeanine Santelli, Executive Director and Deb Spass, Program Manager

**GUESTS:** Brittany Lawton – Marketing Consultant

Topic	Discussion	Resolution
Call to Order		President Perkins called meeting to order at 6:02 pm
Mission	The mission of ANA-NY is to foster high standards of nursing and promote the professional and educational advancement of nurses to improve health care for all.	President Perkins read the mission, in Kim's absence.
Attendance		Quorum has been established
Announcements a) ANA-NY app is live: Brittany  b) Lee's request to individual Board members  c) Nightingale Gala Sponsorship – usually \$2,000	<p>The app is live and has had some activity. Brittany will be hosting a launch and learn on March 18<sup>th</sup> for those interested in learning more about the app.</p> <p>Lee will be supporting St. Baldrick's again and is looking to increase her donation. Please see flyer for more information.</p> <p>The Foundation will be having its annual Nightingale Gala on Saturday, September 20, 2025, and are looking for sponsors.</p>	<p><a href="#">St. Baldrick's flyer 2025.doc</a></p> <p>Upon motion by Lee Mancuso and seconded by Seon Lewis-Holman to sponsor the Gala for 2,000, The motion was passed unanimously.</p>

**ANA-NY**  
**Board of Directors Microsoft Teams Conference Meeting**  
**February 26, 2025**

Topic	Discussion	Resolution
<p>Lobbyist's Report</p> <ul style="list-style-type: none"> <li>a) NLC sign-on letter</li> <li>b) Flavored tobacco sign-on letter</li> </ul>	<p>In Amy's absence, Jeanine provided a brief overview of the Lobbyist Report.</p> <p>In the folder are the letters we signed onto - Flavored Vape and the Nurse Compact were signed on again.</p> <p>The Legislative Committee has become familiar with the Bill Tracker, as it is a new 2-year term, therefore, bills have to be re-introduced and provided new numbers.</p> <p>Amy and her team are starting to put together the groups for Lobby Day. Even if you are not able to make Lobby Day, there will be an opportunity to participate when the Grassroots Advocacy Initiative is rolled out.</p> <p>We received a co-branded Marketing Flyer from National today, which highlights Key Issues for both National and ANA-NY.</p>	<p><a href="#">ANA-CSNA-Lobby Day Flyer-New York.pdf</a></p>
<p>Consent Agenda:</p> <ul style="list-style-type: none"> <li>a) Minutes of 1/22/25</li> <li>b) President's Report</li> <li>c) Staff reports <ul style="list-style-type: none"> <li>i) ED</li> <li>ii) Program Manager</li> <li>iii) Member Engagement Associate</li> <li>iv) Marketing</li> </ul> </li> <li>d) Committee reports <ul style="list-style-type: none"> <li>i) Nursing Education</li> <li>ii) Engagement</li> </ul> </li> </ul>		<p>Upon motion by Lee Mancuso and seconded by Alison Simpson to approve the Consent Agenda, the motion was unanimously passed.</p>



**ANA-NY**  
**Board of Directors Microsoft Teams Conference Meeting**  
**February 26, 2025**

Topic	Discussion	Resolution
iii) Legislation		
Treasurer's Report: Lee a) January P&L	Materials for the Treasurer's Report were available ahead of the meeting, although the profit and losses for the month were reviewed during the meeting.  Income is higher, and expenses are lower. The budget is being well maintained overall.	
Upcoming Events	Events are listed on the agenda, please attend them as your schedule allows.	
Adjournment	Meeting was adjourned at 6:29.	Upon motion by Alison Simpson and seconded by Kerlene Richards to adjourn the meeting. The motion was passed unanimously.

**ANA-NY**  
**Board of Directors Microsoft Teams Conference Meeting**  
**February 26, 2025**

Topic	Discussion	Resolution
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## **Committee Report to Board of Directors**

**Date of Meeting/Report:** 02/20/2025

**Present:** Marilyn Dollinger (MD), Michelle Slymon (MS), Susan Chin (SC), Tara Zacharzuk-Marciano (TZ), Susan Dewey-Hammer (SD), Jake Wilkins (JW), and Caroline Ledoux (CL)

**Board Liaison:** Kerlene Richards (KR)

**Guests:** Amy Kellogg

**Staff:** Jeanine Santelli (JS), Executive Director and Kennedee Blanchard (KB), Member Engagement Associate

### ***ABSENT:***

**What are the defined goals/objectives for the committee and with which Strategic Goal do they align?**

- Support policies that expand the scope of practice for advanced practice registered nurses (APRNs) and allow nurses to work to the full extent of their education and training:  
*Expanding Patient Access to Care*
- Support policies that enhance workforce well-being-*Expand Nursing Working development & Support.*

**What are the success metrics/estimated timeline for those metrics for the committee?**

- Attendance at monthly/bimonthly meetings.
- Attendance at lobby & advocacy day for ANA NY on Tuesday April 29, 2025.

**What activity has the committee completed since the last report?**

- Review Bill chart & Tracker

**What resources (financial or human) are the committee requesting of the staff or BOD?**

- Support from Program Associate, and ANA NY lobbyist Amy Kellogg

**Is there a motion from the committee?**

- None at this time

**Respectfully submitted by:**

Kerlene Richards, DNP RN NE-BC CCRN



## **Committee Report to Board of Directors**

**Date of Meeting/Report:** 03/20/2025

**Present:** Marilyn Dollinger (MD)elle , MichSlymon (MS), Susan Chin (SC), Susan Dewey-Hammer (SD), Caroline Ledoux (CL), Heidi Cross (HC), and Heidi Hahn-Schroeder (HH);  
**Excused:** Tara Zacharzuk-Marciano (TZ)

**Board Liaison:** Kerlene Richards (KR)

**Guests:** Amy Kellogg

**Staff:** Jeanine Santelli (JS), Executive Director and Kennedee Blanchard (KB), Member Engagement Associate

**ABSENT:** Jacob Wilkins (JW)

**What are the defined goals/objectives for the committee and with which Strategic Goal do they align?**

- Support policies that expand the scope of practice for advanced practice registered nurses (APRNs) and allow nurses to work to the full extent of their education and training:  
*Expanding Patient Access to Care*
- Support policies that enhance workforce well-being-*Expand Nursing Working development & Support.*

**What are the success metrics/estimated timeline for those metrics for the committee?**

- Attendance at monthly/bimonthly meetings.
- Attendance at lobby & advocacy day for ANA NY on Tuesday April 29, 2025.

**What activity has the committee completed since the last report?**

- Continue to review Bill chart & Tracker; lobby day info.

**What resources (financial or human) are the committee requesting of the staff or BOD?**

- Support from Program Associate, and ANA NY lobbyist Amy Kellogg

**Is there a motion from the committee?**

- None at this time

**Respectfully submitted by:**

Kerlene Richards, DNP RN NE-BC CCRN

**Marketing Report — April 2025**  
*Prepared by Brittany Lawton, MBA*

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### **General/Misc. Updates**

- Launched rebrand
- Developed 2025 marketing strategy to outline deliverables and tactics
- Collaborated with Deb to identify tactics for Nurses Week (May 6-12) celebration
  - Downloadable Assets
  - Unique Events
  - Conference discount (Save \$50 on full conference registration throughout May)
  - Online engagement, including trivia and bingo
- Added new ANA-NY online store to the website

#### *What's Next*

- Continue to update materials as-needed to align with the updated brand
- Promote the new ANA-NY online store as part of Nurses Week
- Design materials needed for Nurses Week tactic implementation, including landing page on website

### **Social Media Updates**

- Consistent posting on social media.
- Updated social media pages with updated branding.

#### *What's Next*

- Considering opportunities to engage with influencers and use live features on social media to engage younger audiences

### **ANA-NY App**

- Hosted Lunch & Learn “office hours” style event on 3/18 to allow members an opportunity to ask questions about the app

#### *What's Next*

- Establish a point system, recorded within the app, to encourage member engagement
- Build out Conference event in the app to allow for greater promotion of upcoming conference

### **Email Marketing**

- Continue Weekly Update email marketing (sent every Thursday) with support from Kennedee.
  - Current number of subscribers receiving this email: 22,800
  - Email Open Rate: 50%

- ♣ According to most data, the average email open rate for associations, including non-profits, falls around 27-28%, which is significantly higher than the average across all industries due to the typically high engagement level of association members.
- Collaborated with Kennedee to develop new member onboarding email sequences, including video introductions from the ANA-NY team members; currently in beta test with plans to launch by end of April.
- Collaborated with Kennedee to conceptualize a monthly email campaign to Organizational Affiliates

#### *What's Next*

- Design email series for Organizational Affiliates in email marketing tool and beta test internally before external implementation

#### **Paid Digital Marketing**

- Continuing display ads, OTT, and YouTube pre-roll ads targeting nurses across the state
- Designed Nurses Month co-branded ads with OAs, in support of Kennedee's collaboration with OAs

#### *What's Next*

- Exploring unique opportunities to partner with publications around the state to further connect with target audience groups
- Adjust messaging to directly promote the 13<sup>th</sup> Annual Conference and celebrate Nurses Week
- Introducing SEM campaign to target individuals searching for ANA-NY offerings

## **Member Engagement Associate Report**

April 21, 2025  
Kennedee Blanchard

**Organizational Affiliates** – 10 OAs are participating in our Nurses Week co-branded ads (3 more than last year). The next OA Legislative Priority meeting is scheduled for May 14th at 5pm. The group decided to meet 3 times per year instead of every month to discuss legislative issues. Future meetings will be held in February, May, and October.

**Future Nurse Leader Award Program** – There are 20 students who received the FNL award this year (6 more than last year). Participating schools were consistent with those from the past 2 years plus 2 new schools, Niagara University and SUNY Delhi. Award packets have all been sent to coincide with Graduation and Pinning Ceremonies.

**Newsletter/Magazine** – Edited first proof for the printed edition of the June issue and am awaiting corrections. Will receive the digital edition once the printed edition is finalized. The 2025 publication schedule is March, June, September, and December. I am also part of the State Nurse Association Publication (SNAP) Advisory Council with our publisher, HCM.

**Special Interest Groups** – There are 3 active groups at this time. The Policy & Advocacy group's next meeting is scheduled for May 12<sup>th</sup> at 2pm, the Climate & Health group's next meeting is scheduled for May 8<sup>th</sup> at 1 pm and the Advances in Nursing Technology group's next meeting is scheduled for May 8<sup>th</sup> at 5 pm. The Advances in Nursing Technology group is also conducting a survey to assess the impact of technological advances on nursing practice, which is posted on the website and has gone out in the weekly eblasts as well. There have been approximately 45 responses to the survey.

**Weekly Emails** – Provide Brittany with content for weekly emails, which goes out every Thursday morning.

**NextGen Nursing Advisory Group** – Renamed the project to incorporate all future generations, not just Millennials and Gen Z. The next meeting is scheduled for May 1st at 2:30 pm. I am also participating in 2 subgroups that focus on the New Grad Experience and a Culture of Belonging which have yet to meet.

### **Events:**

- Attending ANA's Equity in Action series, which takes place every other Wednesday.
- Facilitated the virtual discussion with Maria Smilios, author of *The Black Angels* on March 12<sup>th</sup>.
- Attended ESSAE's Triple M event at the Hilton Garden Inn in Troy on March 20<sup>th</sup>.

- Meet with Jordyn McKeon from the TWA for another site tour and to discuss conference details on March 28<sup>th</sup>.
- Paint & Sip at Muse Paint Bar in Garden City on March 28<sup>th</sup>.
- Participating in MemberShift Mastermind course that had its first meeting on April 7th. Subsequent meetings will be held on May 5th and June 2nd.
- Exhibited at the ADN Council/NYLN conference at the Desmond on April 11th.





## **Education Committee Report to Board of Directors**

**Date of Meeting/Report: 2/11/2025**

**Present:** Joanne Lapidus-Graham, Jessica Varghese, Nancy Maggio, Sarah Marshall, Christina Bierling-Norris, Marcella Mulligan, Suzanne Soltysik, Tshaye Scarlett, Arlene Travis, Veronica Valazza, Samantha McCarthy, Suzanne Elie, and Connie Perkins

**Absent:** Kady Hoistion, Dhiya Binu, Tara Zacharzuk-Marciano, and Megan Guay

**What are the defined goals/objectives for the committee and with which Strategic Goal do they align?**

- Provide timely and accurate information and education to all stakeholders
  - Discussion on if and how educators introduce ANA/ANA-NY membership to their student
- Encourage member participation
  - NEC members are encouraged to submit work to every newsletter
  - Group to write an article on getting nursing students introduced and involved with ANA and ANA-NY activities

**What are the success metrics/estimated timeline for those metrics for the committee?**

NEC member contributions to the ANA-NY Newsletter

**What activity has the committee completed since the last report?**

None

**What resources (financial or human) are the committee requesting of the staff or BOD?**

None

**Is there a motion from the committee?**

No

**Respectfully submitted by:**

Giselle Gerardi, PhD, RN

Alison Simpson, PhD, RN, CNE



## **Committee Report to Board of Directors**

**Date of Meeting/Report: 4/18/25**

**Present:** Arlene Travis, Dhiya Binu, Samantha McCarthy, Suzanne Elie, Tara Zacharzuk- Marciano, Nancy Maggio, Sarah Marshall, Christina Bierling-Norris, Megan Guay, Marcella Mulligan, and Tshaye Scarlett

**ABSENT:** Veronica Valazza, Kady Hoistion, and Suzanne Soltysik

**What are the defined goals/objectives for the committee and with which Strategic Goal do they align?**

- Provide timely and accurate information and education to all stakeholders
  - Discussion on cannabis education in nursing programs, are there any NYS BON guidelines
- Encourage member participation
  - NEC members are encouraged to submit work to every newsletter

**What are the success metrics/estimated timeline for those metrics for the committee?**

- NEC member contributions to the ANA-NY Newsletter

**What activity has the committee completed since the last report?**

- Committee made revisions to and completed the article being submitted to the newsletter
- The Abstract review sub-committee has met and is reviewing abstracts for this year's conference

**What resources (financial or human) are the committee requesting of the staff or BOD?**

- None

**Is there a motion from the committee? No**

**Respectfully submitted by:**

Alison Simpson, PhD, RN, CNE

Giselle Gerardi, PhD, RN

## Policy 2.3 Board Appointments to ANA-NY Positions

Appointments by the Board of Directors are regularly required for ANA-NY committees and task forces. Occasional appointments are required to fill vacancies of the board and standing and special committees.

### Criteria for Appointment

The following criteria will be considered by the board in selecting individuals for appointed positions:

- Membership in ANA-NY is required.
- Each applicant must submit a signed application including
  - consent to serve if appointed
  - listing of experience and/or other qualifications relevant to the position being sought
  - a curriculum vitae/resume
- The Board of Directors will give special consideration to:
  - special knowledge and expertise
  - previous participation in ANA-NY activities
  - geographic representation
  - attention to diversity
  - evidence of leadership ability, particularly for chair position
  - inclusion of nurses from all settings

### Terms of Appointment

In accordance with bylaws requirements: appointments will be for two (2) year terms; terms begin following the close of the organization's annual meeting; an individual may be appointed for no more than three (3) consecutive terms in any given position, or for a total of six (6) years. Exceptions to this policy may be considered by the board when indicated by such factors as composition, continuity, special expertise, attendance, or other special conditions. Appointees must comply with the organization's policy on attendance and participation of elected and appointed members.

### Filling Vacancies

Members appointed to fill vacancies will serve for the duration of the unexpired term of the individual who vacated the position. Those members will become eligible for reappointment at the end of that term. Determination of eligibility for future reappointment will be based on the provision in the ANA-NY parliamentary authority *Robert's Rules* that a member "who has served more than half a term in a position is

considered to have served a full term.”

## **Standing Committees**

### Audit (minimum of 5 members)

- At least two (2) members shall not be a member of the Board of Directors
- Neither the President nor the Treasurer may serve
- Experience in budget administration and/or finance is desirable

### Bylaws (minimum of 5 members and a maximum of 7 members)

- Appointees should have basic experience and familiarity with the organization and parliamentary authority (*Robert's Rules*).
- Active participation in the affairs of the organization at both local and state levels is recommended. Appointees should have basic experience and familiarity with the organization.
- Experience as a member of a bylaws committee of another organization (e.g., local or other level) is highly desirable.

### Finance (minimum of 5 members and a maximum of 7 members)

- The Treasurer of ANA-NY is chair of the committee.
- Three members of the board of directors and two members at large are appointed to the committee.
- Experience in budget administration and/or finance is desirable.

### Legislation (10 members)

- Experience in legislative activities (local, state, national) is preferred.
- Support of ANA-NY legislative priorities is required.
- Participation in organization's annual lobby day is desired.

## **Other Committees**

### Annual Meeting Committee

- Experience in planning individual programs, conferences, or similar activities is recommended.

- Knowledge of resources and networking in related activities is recommended.
- Commitment to a schedule of monthly meetings is essential.

### Awards

- Committee composition should reflect varied nursing practice experience (direct care, advanced practice, clinical-based education, leadership, and research) across a variety of settings.

### Future Nurse Leader

- Committee composition will include Future Nurse Leaders who have become ANA-NY members.
- Commitment to the engagement of new nurses is essential.

### Membership

- Commitment and enthusiasm for developing and implementing new strategies for recruiting members is essential.
- Experience in networking with nurses and other health care professionals is recommended.

### Nursing Education

- Master's or doctoral degree is required for most members.
- Experience with associate, baccalaureate, graduate, or continuing nursing education in New York State is required.

**Adopted: April 25, 2015**

**Reviewed:**

**Revised: February 14, 2022**

	POLICY #	POLICY NAME	POLICY DESCRIPTION	CHANGE TYPE (No Change, Minor, Major, Archived, New)	CHANGE COMMENTS
1.	1.1	Services of Association Legal Counsel	This policy acknowledges the periodic need for contracted legal counsel.	No change	
2.	1.3.2	Guidelines for Honoring Recipients of Awards Conferred by Other Organizations	This policy describes the process and type of recognition that ANA-NY may choose to identify members who have received awards conferred by other organizations.	No change	
3	1.7	Attendance and Participation of Elected and Appointed Members	This policy describes the expectations of those serving in volunteer positions for ANA-NY.	No change	
4	1.9	Advertising in Association Publications and on Association Websites	This policy outlines the process and criteria for advertising with ANA-NY.	Minor	Change websites to platforms
5	1.10	Use of Gender-Neutral Language in Association Materials and Communications	It is the policy of ANA-NY that all publications, website materials, and written or other forms of communication be expressed, to the extent reasonable, in gender neutral language or in language that is inclusive of any gender.	No change	<b>Note:</b> The ANA-NY Bylaws were edited by the Bylaws Committee this year to include more inclusive language.
6	1.11	Membership Categories and Dues	This policy describes the dual membership of ANA-NY and ANA.	No change	
7	1.12	Criteria for Participation of Elected and Appointed Leaders at Selected Outside Events	This policy outlines the criteria and expectations of representatives of ANA-NY.	No change	
8	1.16	Copyright Policy	This policy complies with the Copyright Act of 1976. All materials posted by ANA-NY are subject to copyrights owned by the American Nurses Association, Inc. - New York (ANA-NY) and other individuals or entities.	No change	
9	1.16.1	Use of ANA-NY Name and Trademark	This policy states that Board members may not use the ANA-NY name to provide public commentary or endorsement without written consent of the Board.	No change	

	POLICY #	POLICY NAME	POLICY DESCRIPTION	CHANGE TYPE (No Change, Minor, Major, Archived, New)	CHANGE COMMENTS
1 0	1.16.2	ANA-NY Communications	This policy states that Board members may not provide public commentary or endorsement without written consent of the Board.	No change	
1 1	1.17	Posting Board Policies on ANA-NY Website	ANA-NY shall post the current policy manual on the “members only” section of its website.	No change	
1 2	2.1	Legal and Fiduciary Obligations	This policy outlines the Duties of care, loyalty, and obedience required of the Board.	No change	
1 3	2.3	Board Appointments to ANA-NY Positions	This policy describes the criteria and terms for Board appointments to committees.	Major	See separate document for recommended changes and rationale.
1 4	2.5	Approval of Official Documents	This policy requires official recommendations or positions of ANA-NY to be approved by the Board.	No change	
1 5	2.6	Role and Function of Board Liaisons to Committees	This policy outlines the role of Board Liaisons as non-voting members assigned of committees.	No change	
1 6	2.7	Open Board Meetings	This policy is in compliance with NYS law. Meetings are open to members upon request. Meeting dates are posted in the Members Only portal.	No change	
1 7	2.7.1	Members’ Review of Minutes of Open Board Meetings	This policy is in compliance with NYS law. Members have the right to review Board minutes which are posted in the Members Only portal. Non-members must submit a written request to review minutes to the Executive Director.	No change	
1 8	4.3	Subsidy for ANA-NY Representatives to ANA’s Membership Assembly	This policy describes the reimbursed expenses for our representatives to Membership Assembly. The Board will determine the number of reimbursed alternates that will be sent.	No change	
1 9	4.3.1	Subsidy for ANA-NY Observers to ANA’s Membership Assembly	This policy empowers the Board to determine the number and amount of reimbursements available each year to observers who petition the Board to attend Membership Assembly.	No change	
2 0	6.2	Staff Evaluations	This policy states that staff evaluations be conducted annual on anniversary of hire and that they reflect job descriptions.	No change	

Policy Manual with appendices can be found at

<https://anany.sharepoint.com/:f:/r/Board%20of%20Directors/Shared%20Documents/Resources/ANA-NY%20Policies%20and%20Procedures?csf=1&web=1&e=iSpJNn>



## **ANA-NY President Report**

**Connie J. Perkins, PhD, RN, CNE**

**Month, Year:** March-April 2025

### **Newsletter:**

- Suggested topic for Nursing Education Committee to write about; reviewed draft.

### **Board Responsibilities:**

- Reviewed board agenda with ED.
- Attended webinar: Looking Ahead- The 119<sup>th</sup> Congress and New Administration.
- Attended ANA-NY Advocacy Day Briefing.
- Nominated ANA-NY member for Nursing Education Award.
- Nominated student for ANA-NY Student Leadership Award.

### **ANA-NY Representation:**

- Met with vendor to organize ANA-NY swag store.
- Met with the Foundation of NYS Nurses President.
- Met with ANA President.
- Met with SPAN representative.
- Registered for ICN conference in June.
- Met with ANA-NY member to review service opportunities.
- Met with prospective ANA-NY member to review membership benefits and assisted to transfer membership to ANA-NY from Florida.
- Met with ANA Board of Directors member to discuss engagement strategies for new nurses.
- Attended NYNA meeting.

- Connected with ANA-NY member at AACN Student Policy Summit; photo sent for social media post.
- Posted in ANA-NY app and reviewed welcome emails for new members.

## **Program Manager's Report for April Board meeting:**

### **Services:**

- Hosted a successful Paint 'n Sip Event in Garden City, NY;
- Finalizing remaining details for 2025 Conference, including the addition of a pre-conference session.
- Still have 3 Board members that have not registered for this year's conference, and the code for that is Board25;
- As of 4/21/25, we have 36 individuals registered, 2 Sponsors and 6 Exhibitors;
- Finalizing details for Nurses Week Contests/Games, consisting of:
  - Virtual Bingo
  - Nursing Trivia

### **Professional Promotion:**

- Exhibited at the NYS Association of School Nurses Conference, Albany
- Exhibited at the Professional Nurses Association of WNY Research Day, Niagara Falls
- Exhibited at NYLN: ADN Council of NYS Conference, Albany
- Partnered with Love Our New York Land to Sponsor various events throughout NY, including Canal Clean Sweep and I Love My Park Day. ANA-NY is visible on their website, and any promotional materials that are provided.

### **Educational Advancement:**

- Continuing to upload the necessary data to the Department of Education's website, as they extended their deadline to the end of April.
- There were 28,628 individuals that have visited our site to complete the Child Abuse Mandate.