

**ONCOLOGY NURSING SOCIETY
BOARD OF DIRECTORS
APPROVED MINUTES**

Date: Sunday, May 7, 2017

Place: Denver, CO

Time: 12:00 p.m. to 4:00 PM MST

Attendees: President, Susan Schneider; Secretary, Barbara Holmes Gobel; Treasurer, Kay Harse; Directors-at-Large, Laura Fennimore, Diane Barber, Eva Gallagher, Joni Watson, Maggie Smith, Julie Painter, Jean Rosiak; Chief Executive Officer, Brenda Nevidjon

Absent: none

Recorder(s): Barbara Holmes Gobel, Secretary and Jennifer DiVito, Senior Executive Assistant

I. Call to Order

S. Schneider called the meeting to order at 12:11 PM MST

II. Welcome and Catch Up

S. Schneider welcomed the Board members to the May Board meeting.

III. Assignment of To-Do List and Timekeeper

J. Rosiak has been assigned to capture the to-do list and K. Harse will be the timekeeper.

IV. Approval of Agenda including consent agenda and timeframes

B. Gobel moved to approve the agenda including the consent agenda and timeframes as submitted. The motion was adopted.

V. Conflict of Interest

None noted

VI. E-mail Vote

The April 18, 2017 board conference call minutes were approved via email on 5/1/17.

ACTION AGENDA

VII. Board Skills

The Board reviewed the leadership competencies related to governance. The Board also utilized Strengths Finder 2.0, which provides an in-depth analysis of your strengths and the distinction of what makes you unique. This information will be maintained and used over the course of the year to identify areas for growth.

VIII. Review of Officer Selection process

The ONS Board reviewed the Officer selection process with the incoming Board members. Those interested in serving as ONS President will submit a letter of interest outlining why they would like to serve, in addition, interested candidates will do a formal presentation at the October Board meeting. Voting will take place via closed ballot process through an electronic voting application. President Designees must be identified by December 1st to allow time to be mentored by current ONS President.

The Secretary and Treasurer must be identified in February. Individual board members may self nominate or they may be identified by fellow board members. The voting will take place via closed ballot

process through an electronic voting application. The Secretary and Treasurer must be identified prior to Congress.

IX. The Year Ahead

S. Schneider provided an overview of Board expectations and responsibilities for the coming year.

- Come prepared/read materials ahead of time
- Submit materials on time
- The Board discussed their preferred meeting schedule. The consensus is to conduct them on a Thursday to Saturday schedule.
- Everyone to participate in generative discussions
- Foundation giving is an expectation
- Update conflict of interest throughout the year
- Be cognizant of always being a board member (“onstage”)
- Honor the time schedule of the meeting

The ONS Board reviewed the 2017/2018 meeting and conference call calendar. The February meeting timeline will be arrival February 21st and meet through noon on the 25th, location TBD. Conference calls will remain on the same scheduled, last Tuesday of the month from 6-8 pm EST.

The Regional Chapter Officer Programs were assigned as follows:

- September 16, 2017; Cleveland, Ohio (Laura Fennimore)
- September 23, 2017; Nashua, New Hampshire (Maggie Smith)
- November 4, 2017; Albuquerque, New Mexico (Barb Gobel)
- December 9, 2017; Birmingham, Alabama (Julie Painter)

Assignments for the ONS Voice column is as follows:

- May Board meeting – B. Gobel
- August cc – M. Smith
- September cc- D. Barber
- October Board meeting – L. Fennimore
- December cc – J. Rosiak

The Board reviewed the goals set in 2017 and the status of those goals. S. Schneider asked each Board member to submit a potential 2018 goal no later than June 13th to be considered on the June conference call.

X. ASCO position statement

Recently ASCO released a set of Guidelines for Sexual/Gender Minority Cancer Patients. A request came to the ONS Board to consider a similar statement or position. Given the ONS Board's generative discussion in March about positions, the Board held discussion on this request for a statement regarding care for LGBT cancer patients. The ONS Board will hold a generative discussion on how ONS should address disparities in July.

XI. Overview of Leadership Weekend

The ONS Board reviewed the schedule and Board responsibilities for Leadership weekend.

XIII. Review of Business Meeting and Best Practice Exchanges

B. Nevidjon will provide feedback to the Congress planning team on the room location, signage and advertisement of the business meeting in 2018.

XIV. CEO update

B. Nevidjon gave an update on the second quarter activities at the National Office.

XVII. Adjournment

The meeting was adjourned by President, S. Schneider at 3:54 pm MST.

Respectfully submitted,

Barbara Holmes Gobel, MS, RN, AOCN
Secretary, Oncology Nursing Society