

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

Date: Wednesday, October 24, 2018

Place: Pittsburgh Airport Marriott

Time: 4:00 p.m. to 8:00 p.m. EST

Attendees: President, Laura Fennimore; Secretary, Barbara Holmes Gobel; Treasurer, Eva Gallagher; Directors-at-Large, Heather Mackey, Julie Painter, Susan Bruce, Diane Barber, Anne Ireland; Maggie Smith (via phone) Chief Executive Officer, Brenda Nevidjon

Absent:

Guests: A. Jung, Managing Partner, Ernst & Young, M. McCorkle, Chief Strategy Officer; K. Burns, Chief Administrative Officer; Assistant Chief Clinical Officer, M. Galioto

Recorder(s): Barbara Holmes Gobel, Secretary

I. Call to Order

L. Fennimore called the meeting to order at 4:18 pm EST

II. Welcome and Updates

L. Fennimore welcomed the ONS Board of Directors to the October Board meeting.

III. Assignment of To-Do List and Timekeeper

D. Barber has been assigned to capture the to-do list and A. Ireland will be the timekeeper.

IV. Approval of Agenda including consent agenda and timeframes

J. Painter moved to approve the agenda including consent agenda as submitted. The motion was adopted.

V. Need for an Executive Session

There was no request for an executive session.

VI. Conflict of Interest

No conflicts were disclosed.

VII. E-mail Vote

The September conference call minutes and the special meeting minutes were approved via email vote on 10/22/18.

CONSENT AGENDA

VIII. Reports

1. Regional Chapter Officer Program (Pittsburgh) – H. Mackey

ACTION AGENDA

IX. Presidents Report

L. Fennimore provided an update on the activities of the ONS Presidents during the 4th quarter of 2018.

X. Review of ONS Board goals and survey

The ONS Board reviewed their progress on the objectives from the 2018 ONS Board goals. Survey data from the ONS Board evaluation was also reviewed and discussed. Edits will be made to current survey questions as outlined.

XI. Ernst and Young presentation

- A. Jung, Managing Partner with Ernst and Young provided an overview of her career path and discussed the concept of commercializing intellectual property (IP) ONS is interested in commercializing their clinical IP to supplement revenue, protect the core business and grow the organization. The ONS Board discussed the potential market size for licensing their IP for access via an integrated eHR/eMR platform and the market value of ONS as a standards-setting organization.
- B. The strategy will include a quantification of market demand and unmet customer needs, potential packaging and pricing of the value proposition, recommendations on a roadmap, required investments and go-to market resources to capture the opportunity.

XII. Generative discussion on position statements

In March 2017, the ONS Board participated in a generative discussion on positions statements related to the format, review and revision cycle, and priority topics. During that time, the ONS Board agreed that it is appropriate to endorse position statements from other organizations when another organization's position accurately reflects the position of the ONS Board and the topic importance is aligned with the need for and ONS Position Statement.

As a continuation on that topic, the Board held a generative session in October 2018 to discuss definitions for Position Statements, Issue Briefs, and White Papers. In addition, the topic of requests for statements on a specific topic were discussed. Resources will be identified and provided to individuals that request the organization develop statements on subject in lieu of developing statements that may not fit into our strategic direction.

XIII. CEO Update

C. Nevidjon provided an update on the current activities at the National office.

XIV. Adjournment

L. Fennimore adjourned the meeting at 8:20 pm.

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

Date: Thursday, October 25, 2018

Place: ONS National Office, Pittsburgh, PA

Time: 9:00 a.m. to 4:00 p.m. EST

Attendees: President, Laura Fennimore; Secretary, Barbara Holmes Gobel; Treasurer, Eva Gallagher; Directors-at-Large, Diane Barber, Anne Ireland, Susan Bruce, Julie Painter, Heather Mackey, Chief Executive Officer, Brenda Nevidjon

Absent: M. Smith

Guests: Chief Financial Officer, J. DeWalt; Bilkey Katz representatives, D. Duda and J. Katz

Recorder(s): Barbara Holmes Gobel

I. Call to Order

L. Fennimore called the meeting to order at 9:05 AM EST

II. Investment Items

1. Investment overview

The U.S. economy continues to perform well. Real GDP has expanded at a 3% rate over the last 4 quarters. The S&P 500 returned 7.7% for the quarter, its strongest quarter in five years. Large cap stocks outperformed both mid and small cap stocks while growth continued its strong outperformance versus value across all market caps. International stocks produced a positive return for the quarter but trailed the U.S. Emerging markets.

2. *Asset allocation*

H. Mackey moved to approve the recommendation to keep the current strategic asset allocation targets at 60% equity & REITs/40% fixed income and cash. The motion was adopted.

III. Financial reports

1. *Building report*

S. Bruce moved to approve the bi-annual building report as presented. The motion was adopted.

2. *Treasurers report*

E. Gallagher provided an update on the financial status of the Oncology Nursing Society through September 30, 2018.

IV. Budgets

1. *Approval of building budget*

A. Ireland moved to approve the 2019 ONS Building Partnership, LP budget. The motion was adopted.

2. *Approval of capital budget*

J. Painter moved to approve the 2019 capital budget as presented. The motion was adopted.

3. *Approval of 2019 budget*

J. Painter moved to approve the 2019 ONS operational budget as presented. The motion was adopted.

V. ONS Foundation

The Foundation will provide the ONS Board with key characteristics the Foundation Trustee need to fulfill its mission based on its strategic and fundraising plans. Prior to the Fall Board meeting of the Foundation, the ONS Board will provide the Foundation with Trustee recommendations for consideration and include all that is known about individual. During the Foundation fall Board meeting members will discuss all recommendations received and rank potential candidates based on priority of identified board needs. The ONS Board was asked to send potential candidates to the ONS Foundation Board to J. DiVito.

The ONS Board reviewed the talking points developed by the Foundation to be used when talking with donors, prospects, community members and chapters.

The ONS Board reviewed the ONS Foundation development audit recommendations. The ONS Board has requested that the list of recommendations be weighted by criteria to identify priorities.

VI. Adjourn

L. Fennimore adjourned the meeting at 1:47 p.m. EST

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

Date: Friday, October 26, 2018

Place: ONS National Office, Pittsburgh, PA

Time: 11:00 a.m. to 4:00 p.m. EST

Attendees: President, Laura Fennimore; Secretary, Barbara Holmes Gobel; Treasurer, Eva Gallagher; Directors-at-Large, Diane Barber, Susan Bruce, Anne Ireland, Maggie Smith, Julie Painter, Heather Mackey; Chief Executive Officer, Brenda Nevidjon; Chief Strategic Officer, Michelle McCorkle; Chief Clinical Officer, Lisa Kennedy Sheldon

Guests: Chief Experience Officer, L. Brown, Chief Financial Officer, J. DeWalt, Director of Customer Relations, L. Pope, Chief Clinical Officer, Lisa Kennedy Sheldon, P. Ginex and M. Cooley (via phone)

Absent:

Recorder(s): Barbara Holmes Gobel, Secretary

I. Call to Order

L. Fennimore called the meeting to order at 11:10 am EST.

II. Member Experience

The ONS Board participated in a generative discussion on the role of Chapters within the organization. The ONS Board believe that Chapters provide a connection to National, offer an

educational benefit, and develop future leaders. The Board discussed the current model of ONS members being enrolled in Chapters and requested that staff bring back strategies to be discussed at a future meeting.

The regional chapter officer programs attendee feedback remains positive and the program is fulfilling its purpose for chapter leaders. Staff have identified 7 potential cities for regional chapter officer programs in 2019.

III. Update from the Clinical Department

M. Cooley provided an overview for the direction of research for ONS. Goals include the creation of synergy across the trajectory from discovery through implementation of EBP, quality improvement and health care policy. The development of a pipeline for novice and mid-career researchers through mentorship opportunities. And to increase the visibility of the contributions of oncology nurse scientists to enhancing quality cancer care.

P. Ginex provided the ONS Board with an update on the transition of PEP into clinical practice guidelines including key dates and timeline.

IV. Wrap up

The Board reviewed the upcoming conference call and meeting schedule through February 2019. The February meeting is scheduled for arrival by noon on Wednesday, February 20th, meet all day Thursday, February 21st, all day Friday, February 22nd and depart after noon on Saturday, February 23rd. A. Ireland will send the information out to all ONS Board members regarding the radiation position request.

V. Adjournment

L. Fennimore adjourned the meeting at 5:01 pm EST.

Respectfully submitted,

Barbara Holmes Gobel, MS, RN, AOCN®, FAAN
Secretary, ONS Board of Directors