

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

Date: Tuesday, May 26, 2020

Time: 6:00-8:00 EDT

Attendees: President, Nancy Houlihan; Secretary, Heather Mackey; Treasurer, Kristin Ferguson; Directors-at-Large, Marty Polovich, Jeannine Brant, Anne Ireland, Teresa Knoop, Susan Bruce, Darcy Burbage; Chief Executive Officer, Brenda Nevidjon

Absent: none

Guests: ONS Executive Director, L. Brown; Chief Administrative Officer, K. Burns; Director of Customer Relations, L. Pope

Recorder(s): Heather Mackey

**I. Call to Order**

N. Houlihan called the meeting to order at 6:06 pm EDT.

**II. Assignment of To-Do List and Timekeeper**

M. Polovich has been assigned to capture the to-do list, S. Bruce will be the timekeeper and A. Ireland will capture the parking lot items.

**III. Approval of Agenda including consent agenda and timeframes**

H. Mackey moved to approve the agenda including the consent agenda and timeframes as presented. The motion was adopted.

**IV. Conflict of Interest**

None noted

**V. Need for an executive session**

There was no need for an executive session

**VI. E-mail Vote** – The April 28th ONS Board meeting minutes were approved via email vote on Monday, May 25, 2020.

VII. **Consent Agenda**

1. NAPBC report
2. Foundation Press release – Academic scholarship
3. Foundation Press release – Mara Lecture
4. Optional Chapter membership update

VIII. **Pricing for ONS Bridge**

ONS Bridge is a new virtual conference to be offered initially in September 2020. The conference will serve as a “bridge” to connect oncology resources and education in between Congress meetings. Key elements for the conference include:

- Up to 30 hours of nursing continuing professional development hours.
- Live content to be held on the tentative date of September 8<sup>th</sup>, 10<sup>th</sup>, 15<sup>th</sup> and 17<sup>th</sup>. On demand content will be available throughout.
- All content will be accessible for at least 30 days after the conclusion of the live event.
- Invited sessions, ePosters, networking, and an interactive exhibit/learning hall will be available to participants.

It was determined that a nominal fee should be charged for ONS Bridge member registration.

S. Bruce moved to approve the registration fees of \$69 for members and \$195 for non-members for the ONS Bridge virtual conference being held in September 2020. The motion was adopted.

IX. **Chapter Policy Manual Revisions**

A request was brought forth to the Board to consider automatic approvals for chapter charter renewals each year. Staff would monitor adherence to the guidelines through the review of annual chapter reports and financial statements. Chapters falling below the minimum performance criteria would be sent to the Board of Directors for further action.

Maintenance updates to the handbook to reflect new roles, updated technology, the inclusion of virtual meetings and link references were also suggested

H. Mackey moved to approve the operational guidelines and maintenance changes made in the Chapter Policy and Operations manual as outlined, effective immediately. The motion was adopted.

In September 2019, the ONS Board of Directors voted to move from allowing chapters to create their own logos to a standardized logo. This change is planned to be announced to all ONS chapters in August 2020 with delivery of new logos to chapter presidents the first week of September. Chapters will have until June 30, 2021 to be compliant.

A. Ireland moved to approve the logo updates in the Chapter Policy and Operations Manual as outlined, effective with the launch of the new logos expected in August 2020. The motion was adopted.

**X. Strategic Plan Update**

Due to the impact of COVID-19, existing actions in the 2020-2022 strategic plan were edited, removed, or moved to 2021 for completion. A revised Strategic Plan was presented to the ONS Board for feedback. Moving forward, a quarterly update will be provided to the ONS Board utilizing a new reporting tool.

**XI. ONS Board Committees**

The ONS Board discussed the use of existing committees and the establishment of a new committee for a portion of the work they must accomplish annually. After review, the ONS Board has decided to use the following committees:

- Executive Subcommittee
- ONS Positions Committee
- Board Development Committee
- Budget Preparation Committee
- ONS Board Nominating Committee

**XII. 2020-2021 ONS Board meeting/conference call calendar**

The ONS Board reviewed the meeting/conference call dates and times for 2020 and 2021. Due to current travel restrictions, some in person meetings may transition to a virtual platform. The ONS Board and staff will continue to monitor travel restrictions for the remainder of the year.

**XIII. Other**

B. Nevidjon provided updates on the national office. It was reported that the reopening of the office will be delayed until guidelines are relaxed for Allegheny County to occur sometime in mid-June 2020.

A generative discussion on practice changes and preparing for the future will occur during the June ONS Board meeting. The plan is to begin

discussions with the ONS Board, then Chapters, and ultimately the full membership.

**XIII. Adjournment**

N. Houlihan adjourned the meeting at 7:41 pm EDT.

Respectfully submitted,

Heather Thompson Mackey, MSN, RN, ANP-BC, AOCN®  
Secretary, ONS Board of Directors