

Minutes for Wisconsin Nursing home Social Workers Association
January 13, 2017 Meeting
Holiday Inn & Suites, Rothschild/Mosinee/Wausau, WI

Board members present: Jeff McCabe: Brewster Village, Appleton

Lisa Leahy: St. Croix Health Center, New Richmond

Julie Severin: Rennes Health Care, Appleton

Lena Nemke: Community Link, Antigo

Fawn Senn: Christian Home and Rehab Center, Waupun

Carol Wickboldt: Park View Home, Woodville

- 1) Call to order: at 9:10 a.m.
- 2) **Introduction:** None needed
- 3) **Secretary Report:** Update on place of meetings for Spring and Fall. Lisa motioned, Lena 2nd all approved. Lisa motioned to approve November minutes, Julie and Jeff approved.
- 4) **Treasurer's Report:** Presented by Julie with current balance at \$13,322.21, with membership at 108 members. Fall conference had 74 attend on Thursday and 63 on Friday. Expenses for speakers \$3168.89 and Expenses for Conference center/meals \$3587.84 for total of \$6706.73. Accounts received of \$11,880 for a difference of \$5,173.27. Noted that many speakers only requested mileage or expenses paid. Donation of \$1,000 to Alzheimer's Association made. Lisa made motion to approve, Lena seconded. All approved. Lisa made a motion to keep membership dues at \$85.00 and \$225.00 for 3 or more members from the same facility. All approved.
- 5) **PDC, Person Directed Care:** Continue to try to build coalition back up, they will expand from skilled nursing to wherever people choose to live, including CBRF, RCAC. Goal is to have a statewide conference in Fall of 2018. With looking at having some of speakers telecast to other parts of the state.
- 6) **Historian:** Pictures taken at fall conference will be downloaded to website. Board will be updated for upcoming conferences including Alzheimer's and Focus.
- 7) **Marketing:** Jeff presented letters that are going out to all Administrators in the state. Letter will also go out to the Social Workers in the state. The Alzheimer's Association conference is coming up in May. Fawn will be going to conference and take board and brochures. Discussed other venues to get a booth. Discussed going to Focus conference in the Fall, many administrators go to this conference. We agreed to pay fee to have a booth for two days. Other associations have a very high cost to have booth or table. We will update board o include mission statement, speakers names and topics from past conferences. We will also continue to update e-mail and use e-mail blasts. We will look at Facebook page in the future.

- 8) **Website Updates:** Lena continues to update the website. Job posting could be added. Lena also will assist with e-mail blasts. Discussed getting new e-mail addresses to Lena and also e-mailing membership certificate to members.
- 9) **CEU's:** Fawn handed out summary of evaluations from Fall Conference, which included feedback on future conference locations and topics for speakers. She will be getting information on upcoming conference speakers to get accreditation.
- 10) **Spring Conference in Wausau on March 31st:** Will start from 9-11 with speaker on MDS, Ethics and Boundaries will follow for a total of 4 hours. Meal is set. Board meeting at 6 p.m. on March 30. Membership and conference: \$175, conference only members: \$90, facilities with 3 or more: \$225 plus \$90 for each attending, non-members: \$135, students will be \$30, defined as full time student. Motion made to approve fees by Lisa, 2nd by Fawn, all approved. We will send conference brochures to Colleges offering Social Work programs to encourage more full time students to attend. Lisa will look into ordering pens and door prizes for the Spring Conference to celebrate Social Workers Month. \$250 was approved.
- 11) **Review Timeline:** January sending out letters to Administrators and Social Workers, February sending out invitation to spring conferences. Scholarship applications sent out and returned.
- 12) **Fall conference for 2017:** Will be held at Kalahari Hotel and Conference Center in Wi Dells on October 4-7, 2017. Reviewed possible topics and speakers.
- 13) **New Business:** Board members, how many openings, inviting interested people to join us at next meeting, update responsibilities. We will review current By Laws and responsibilities of each position of board members. Everyone should review the by-laws and duties/time line of current position and be prepared for March meeting.
- 14) **Next Meeting:** March 30th at 6 p.m. in Wausau at the Holiday Inn & Suites, Rothschild/Mosinee/Wausau, WI.
- 15) **Adjournment:** at 11:45 motion by Julie, 2nd by Carol, all approved.

Minutes submitted by Carol Wickboldt.