**Present:**

**President:** Aileen Tanafranca, **Vice President:** Hilda Nkansah, **Treasurer:** Selena Gilles, **Counselor:** Theresa Bucco, **Secretary:** Brittany Taam, **Mentorship:** Jacqueline Cassagnol (chair), **Awards Committee:** Nataly Pasklinsky (chair), **Governance Committee:** Joseph Curto, Eda Ozkara, **Education Committee:** Karla Rodriguez, **Member:** Kimberly E.

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| **Agenda Topic** | **Discussion** | **Notes** |
| Call to Order -A. Tanafranca | The regular Board meeting of the Upsilon Chapter of STTI was held virtually on November 16, 2021. Those in attendance include above listed names.  The September 28, 2021 meeting minutes were amended and approved. |  |
| **Board Reports** |  |  |
| President: A. Tanafranca | **Awards and accomplishments:** Dr. Rosa was elected to the Leadership Succession Committee and Gloria Chan was elected as the VP of Greater Sigma. A new Region 14 Coordinator will start in January.  **Chapter updates/ Chapter at large discussion:** Continuing to speak with NYU about becoming a Chapter at Large, not many in our region.  **Sigma Biennium:** November 6, 2021 Sigma Biennium reviewed.  **Chapter Key Award Criteria:** The 2021-2023 Biennium award application is upcoming.  **Chapter Bylaws:** N. Paslinsky and A. Tanafranca voted on greater Sigma bylaws. Virtual times to meet must be included. Voted to keep the VP role in the greater Sigma organization. Quorum is now 2/3 present. | Aileen will send a video to discuss in the next meeting in January regarding forming a Chapter at Large. Biennium award criteria have changed regarding membership recruitment and engagement.  The Governance committee will present and vote on proposed bylaw changes for the January meeting. |
| Treasurer: S. Gilles | Current budget reviewed. Reimbursements and recent expenses reviewed. Paperwork sent to the bank so S. Gilles can sign checks and will follow up with the bank. IRS form submitted. Next Sigma check due to come in March from new members and renewals. |  |
| **Committee Reports** | |  |  |
| Governance: E. Ozkara, T. Bucco | | **Fall Membership Applications:** All complete, 76 new members.  **Intern Applications:** Due Nov 26, 2021. Members can apply on the Sigma website.  \***Honor cords will be given to new members during cookie distribution**. Motion seconded and passed. | New member orientation 11/17. |
| Leadership Succession   1. Tanafranca | | Spring 2022 Elections | A. Tanafranca will send reminder to committee regarding Spring elections. |
| Communications   1. Tanafranca | | Sigma is recruiting for the newsletter and social media positions. |  |
| Education  K. Rodriguez | | The S.A.N.E. event yielded 12 attendees and was successful. Reached out about a World AIDS day educational webinar. Next journal club in February 2022, potentially heart month related. September is Disaster Preparedness month, T. Bucco and J. Cassagnol will collaborate. | Zoom links will be sent out twice as a reminder in the future. Simulation collaboration with T. Bucco and N. Pasklinsky to be developed with the emergency nursing student group. If anyone is interested in presenting a Spring journal article, reach out to K. Rodriguez.  Sigma rep for diversity conference either A. Tanafranca or S. Gilles Friday Nov. 19. |
| Events   1. Tanafranca | | New member orientation Nov 17, 2021 virtually and with cookie distribution Thursday and Friday with honor cords. Virtual orientation 6-6:45 presentation, Q+A. Slide deck assigned. |  |
| Membership: J. Cassagnol | | No updates. |  |
| Mentorship: J Cassagnol | | Mentorship event before April 2022. New cohort to start in February 2022. |  |
| Scholarships, Grants & Awards | | Spring applications | 1. Tanafranca will send a reminder and calendar review to the committee. |
| Next Meeting and Adjournment | | Next meeting Tuesday January 25, 2022 from 6-7pm. | Meeting adjourned at 7:00pm. |