

Virginia Association of Rehabilitation Nurses

Meeting Minutes
October 28, 2016

Opening

The board meeting of the Virginia Association of Rehabilitation Nurses was called to order at 1:15pm on October 28th in via conference call by Lori Aylor.

Present

Lori Aylor, Jennifer Bandas, Sandy Eyler, Brenda French, Cindy Gordon Wilson, Ken Messick, Tracy Meyer, Susan Wirt, Susan Wolf

Conference

- Jennifer reported that the conference CEUs (six) has been approved and that we have two sponsors and four exhibitors thus far. There may be more exhibitors as well. Thirty-five people have registered so far. The registration will be extended to allow more people to register. Brenda will send out this notice with a new deadline of 11/9/16. Same day registration will be offered for \$75.00.
- Ken reported that he will need two days' notice with the number of attendees in order to purchase the food. The budget for last years' conference was \$900. Ken stated he should be able to buy the food for approximately \$7.30/per participant.
- Members decided to do a 50/50 Raffle for the Kids Chance scholarship organization. Susan Wirt will prepare a poster with information on the organization for the conference.
- Members who are available will meet Thursday evening at 4:30 or 5:30pm at the conference room to set up the registration desk, folders, etc., and then choose a dinner location to talk about last minute items for the conference. Brenda will contact those who volunteered to see who can come to conference room early Friday morning to meet exhibitors and prep lunches.

Next Meeting

The next general meeting will held on November 10th, time and place to be announced. Members who are able will meet at conference site before the meeting for set up. A notice will be sent to board members with time for meeting Thursday evening.

Adjournment

Meeting was adjourned by Lori Aylor at 1:45pm.

Minutes submitted by: [Tracy L. Meyer]

Approved by: [Name]