



PANBC MEETING MINUTES

JANUARY 19, 2010
1730h

LOCATION: Joey Tomatoes, Lougheed Hwy, Coquitlam

ATTENDANCE:

<input type="checkbox"/> Archbold, Colleen	BH	<input type="checkbox"/> Jerret, Christine	SPH
<input type="checkbox"/> Archer, Laurel	RH	<input type="checkbox"/> Lee, Peggy	ARH
<input type="checkbox"/> Bolderson, Kathy	SMH	<input type="checkbox"/> Rawluck, Carol	ARH
<input type="checkbox"/> Burnie, Kathy	SPH/ARH		
<input type="checkbox"/> Chong, Solrun	ERH		
<input type="checkbox"/> Clements, Sharon	SMH		
<input type="checkbox"/> Hanas, Sky	ERH		
<input type="checkbox"/> Jensen, Lorna	RCH		

Regrets: Laurel Archer, Carol Rawluck, Kathy Burnie

		ACTION
1	Introductions completed: Representatives from RCH, Burnaby Hospital, ARH, SMH, St. Paul's Hospital/Mt. St. Joseph's, Richmond Hospital (absent-ill)	Need to invite rep. From VGH, Lion's Gate, CGH, - Who has contacts?
2	PANBC History reviewed by Colleen	
3	Review of start up and completed to date: PANBC name registered with govt. Website Paypal set up Jan.2010 Recognition thank you!: to Lorna for all the paper work and leg work of getting us registered with the government, and I forgot to mention all the work she and her husband have done in setting up the website	
4	PANBC Board of Directors positions:	

	<p>shared governance at present, trying to start small and not get overwhelmed:</p> <p><u>Lorna Jensen</u>-Education, website maintenance, registration, <u>Peggy Lee</u>: secretary and always looking for education sources to add to website <u>Laurel (Magri) Archer</u>, liaison contact for NAPAN, consultant <u>Colleen Archbold</u>, consultant</p> <p>Lorna and Peggy are signing authorities for bank account If anybody wants to get more involved with any of the roles plse come forward- we welcome all help</p>	
5	<p>PANBC membership promotion:</p> <p>Recruitment for Membership group: start small, get core group, PACUs, SDCs and Minor Ors, GDC, Med. Imaging, Free standing clinics</p> <p>SMH Education day: ? add PANBC logo to SMH flyer?</p> <p>Promote through NAPAN</p> <p>Notify PACUs</p> <p>Colleen suggested PANBC promotion: pens with logo</p>	<p>Promote education day by all Kathy Bolderson will add logo to flyer. Lorna email logo? To Kathy</p> <p>Peggy email PDF docs of flyer and brochure to all in attendance for distribution</p> <p>Set up Booth with Story board: Lorna, Peggy and Colleen will be there to promote</p> <p>Lorna and Peggy will make story board: will set up meet time</p> <p>Lorna will contact Laurel to update NAPAN of PANBC membership start up</p>

		<p>Lorna will send out PANBC info to all FH PACUs by email</p> <p>Colleen will get pen with logo quote</p>
6	NAPAN conference Calgary, May 2010	<p>Lorna: Ask Laurel to ask NAPAN for delay in early bird registration for PANBC members</p>
7	PANBC Registration card in email	<p>Lorna will develop email Registration card</p> <p>ALL: Tell members to bring to all conferences</p>
8	<p>NAPAN holding PANBC money in trust</p> <p>Money owed to Laurel needs to be paid out*</p>	<p>Lorna to ask Laurel to ask PANBC money held in trust transferred back</p> <p>Lorna and Peggy to settle outstanding owed to Laurel</p>
9	Quarterly Blog?	<p>Anybody interested?</p> <p>Peggy has some summary of sessions from last year's NAPAN conference-will see if submissable for website</p>

NEXT MEETING: APRIL 27th, 2010 1730 h

LOCATION: Joey Tomatoes, Lougheed, Coquitlam