



PANBC Meeting
October 6 2014 @1930pm
Meeting by OOvOO

1. Introduction of Members: Roll call and Self Introduction of all members
Ingrid Harrison, Lorna Jensen, Sabine Wadhams, Stephanie Whitehead.
2. Approval of Agenda
 - a. Additions to Agenda
3. NAPANc: BOD update
4. PANBC: BOD update
 - a. Possible nominations: Stephanie Whitehead is secretary; need secretary elect; need treasurer/registrar; need president.
5. Financial update: Sabine balance as of Oct. 5, 2014: 9,867.35
6. Conference/Membership update: Sabine: Total membership 54 and of those 17 new members, conference attendee total 42.
 - a. Need final conference numbers by Nov3/4?
7. Conference Planning
 - a. Conference Date: Sat Nov 8th at Morgan Creek; AGM meeting
Lorna is putting evaluation and conference brochures together. Also she will have the letters of release for the speakers at the conference (she did give the release form to all the speakers.
 - b. Conference Bursary:
 - i. Vote by Nov. 1, 2014 need to have the Bursaries in.
 - c. Food: How many special meals- one gluten free meal for inspirational speaker.
 - i. How many meals are needed inclusive of vendors and speakers?
 - d. Speakers: Ingrid will buy bottle of wine for each speaker budget of under \$15.00 dollars per bottles. Stephanie will get thank you cards for 5 speakers and for the vendors. Ingrid will send thank you letters to people that have donated. Sabine will buy treats for the conference for around \$100.00.
 - i. Dr. Swart Sleep Apnea. **confirmed**
 - ii. Dr. Merchant-ERAS-**confirmed**
 - iii. Dr. Susan More- ECT's- **confirmed**
 - iv. Julie Wakefield-Sage products: Back to the Basics-Confirmed
 - v. Shannon Parsons-visitation in the PACU- **confirmed**
 - vi. Barb Langolis- **confirmed**
 - e. Door prizes:
 - i. 4 Standards of practice
 - ii. PANBC bags
 - iii. Purchases for Conference –Water bottles: Stephanie
Bottles are in production. Arrive on October 21st.
 - iv. Potters-table top fireplace
 - v. JJ Whisky
 - vi. 3 food baskets
 - vii. Educator- Louise Peterson: UBC-Arbonne basket

- viii. Dr Tkatch will donate a facial per nurse and would like to do a facial at the conference. Ingrid will talk to Dr. Tkatch re: no table inside conference.
- f. Sponsor confirmed: 5 tables avail-\$500
 - i. Soothing Scents-confirmed-pays on the day
 - ii. 3M-confirmed-paid
 - iii. Covidien-confirmed-paid
 - iv. Voluven-e-mail send-no response
 - v. Sage- -they provided a speaker
 - vi. Ask BC transplant or NISQUIP- Lorna will contact BC transplant first, then NISQUIP.
- g. Ongoing Agenda items:
 - i. Yearly Bursary's: To announce winners at conference- Deadline November 1st.BOD to vote on last meeting and announce at Conference.
 - ii. National Bursary-@ \$395.00-No applications-Purchased 4 Standards for door prizes
 - iii. Certification Bursary-@\$519.75: Recipient Katie Dunn
 - iv. Purchase Laptop for treasurer/registrar- BOD to discuss on next meeting.
- 8. Adjournment of Meeting: Thank you all for coming
- 9. Date of next PANBC OOvOO meeting TBA: October 20th 2014 1930, and October 27th 2000hrs.

