

ADMINISTRATIVE COMMITTEE MEETING
MINUTES – OCTOBER 22, 2008

Call to Order: Deborah Olds, President called the meeting of the Louisiana State Board of Nursing Administrative Committee to order at 12:20 p.m. on Wednesday, October 22, 2008, 17373 Perkins Road, Baton Rouge, LA 70810.

Roll Call: Committee Members Present
Deborah Olds, RN, President
Nora F. Steele, DNS, RN, PNP, Vice President

Other Board Members Present
None.

Staff Present
Barbara Morvant, MN, RN, Executive Director
Wanda Green, Recorder

Agenda Item No.3
Approval of July 22, 2008 Meeting Minutes

The Committee reviewed the July 22, 2008 Administrative Committee Meeting minutes.

Motion: by N. Steele, seconded, that the Committee approves the minutes of the July 22, 2008 Administrative Committee meeting.

Vote: D. Olds – yes; N. Steele – yes
Motion carried.

Agenda Item No. 4
Vice President's Report and First Quarter Financial Report (July 1, 2008 – September 30, 2008).

The Committee reviewed and discussed the First Quarter Financial Statement for the period of (July 1, 2008 – September 30, 2008). N. Steele requested an explanation for the difference of the actual budget in contrast to the budget.

Discussion ensued.

Motion: by N. Steele, seconded, and passed to accept the Vice President's First Quarter Financial Report (July 1, 2008 – September 30, 2008)

Vote: D.Olds – yes; N. Steele – yes;
Motion carried

Agenda Item No. 5

Executive Director's Report – First Quarter (July 1, 2008 – September 30, 2008)

The Committee deferred to the Executive Director's Report for the period of July 1, 2008 – September 30, 2008 that was reported earlier during the October 22, 2008 Board Meeting.

Motion: by N. Steele, seconded, to accept the Executive Director's Report for the period of July 1, 2008 – September 30, 2008.

Vote: D. Olds – yes; N. Steele; J.

Motion carried

Agenda Item No. 7.1

Proposed 2008-2009 Fiscal Budget

N. Steele inquired about the money budgeted for off-site rental.

B. Morvant stated that LSBN still has material stored in an off-site storage in Metairie, La.

by N. Steele, seconded to have all materials removed from storage by the 2009-2010 Budget.

Vote: D. Olds – yes; Steele - yes

N. Steele requested more information on the rental of the postage machine.

B. Morvant will report at the December 2008 Board meeting the status of the postage machine.

Adjournment: The meeting adjourned at 12:54 p.m.

Submitted by:

Barbara L. Morvant, MN, RN, Executive Director

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