

ADMINISTRATIVE COMMITTEE MEETING
MINUTES – October 20, 2009

Call to Order: Nora Steele, President called the meeting of the Louisiana State Board of Nursing, Administrative Committee to order at 12:30 p.m. on Tuesday, October 20, 2009 at the Louisiana State Board of Nursing, 17373 Perkins Road, Baton Rouge, LA 70810.

Roll Call: Committee Members Present
Nora Steele, DNS, APRN, PNP President
Carlene Macmillan MSN, RN Vice-President

Staff Present
Barbara Morvant, MN, RN, Executive Director
Sabrita Pierre, Administrative Program Director
Carl Nagin, IT

Guests: None

Agenda Item No. 3

Approval of July 21, 2009 Meeting Minutes

The Committee elected to defer the minutes until the next meeting.

Motion: by C. Macmillan, seconded, to authorize the Chair to review and approve the minutes at the next Administrative Committee meeting.

Voice Vote: N. Steele – yes; C. Macmillan-yes

Motion carried.

Agenda Item No. 4

Vice President's Report & 1st Quarter Financial Report (July 1, 2009–September 30, 2009)

The Committee reviewed and thoroughly discussed the First Quarter Financial Statement for the period of (July 1, 2009 – September 30, 2009).

Motion: by N. Steele, seconded, to accept the Vice President's Report and First Quarter Financial Report (July 1, 2009 – September 30, 2009).

Voice Vote: N. Steele – yes; C. Macmillan

Motion carried.

Agenda Item No. 5

Executive Director's Report – Furst Quarter (July 1, 2009 – September 30, 2009)

Motion: by C. Macmillan, seconded, to accept the Executive Director's Report

Voice Vote: N. Steele –yes; C. Macmillan - yes

Motion carried

Agenda Item No. 6 (Added to Agenda)

Electronic Meeting Proposal – (Procedures for Distribution of Electronic Delivery)

N. Steele identified the need for the board to establish procedures for paperless delivery.

(Discussion ensued.)

Motion: by N. Steele, seconded, that it is the recommendation of the Administrative Committee to make a public announcement that the Board will be going paperless and will be developing procedures. Board members are encouraged to submit suggestions to N. Steele via-email. It is further instructed to request submission in electronic format preferably in adobe with bookmarks.

Agenda Item No. 7.1

Proposed 2010-2011 Budget

Discussion ensued.

Motion: by C. Macmillan, seconded, to accept the proposed Fiscal Budget 2010-2011 with revisions.

Voice Vote: N. Steele – yes; C. Macmillan - yes

Motion carried

Agenda Item No. 7.2

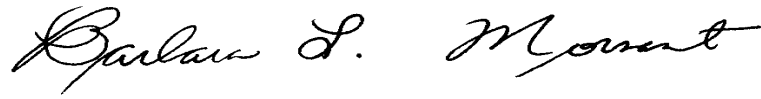
Strategic Planning/Governance Project Proposal (Committee to meet with Consultant at 4:30pm)

Discussion ensued

Motion: by C. Macmillan, seconded, to accept the proposed Strategic Planning and Governance Project Proposal.

Motion carried.

Adjournment: The meeting adjourned at 4:30 p.m.

A handwritten signature in cursive script that reads "Barbara L. Morvant".

Submitted by: _____
Barbara L. Morvant, MN, RN, Executive Director

BLM/wg