Roundtable discussion
Meeting called to order
Introduction of New Members
A. Minutes from November 19, 2019
   a. Will be posted on www.ANPDPentagon.org and handouts available
B. Treasurer’s Report (Jessica Cahill) handouts available
C. Old Business:
   a. **Bylaw Review Committee** (Debbie Shaffer, Melanie Morris, Kat Barnett)
      i. Presentation of Draft By Laws
         1. Changes to reviewed document
            a. Article III-Section 1.2-change that retired members can serve on the board
            b. Article IX-Section 1-typo noted my should be may
         2. Attention brought to Article IV-Section 1
            a. New board position added Treasurer-Elect
      ii. Ballet will be emailed in December 2019 for a members to vote on updated Bylaws-Debbie Shaffer to send
   b. **Membership Committee** (B. Brunt, B, Byrne)
      i. First membership drive occurred at PNEG-Six new members
      ii. Skype meeting to discuss future events, methods to increase and retain membership
      iii. Table cover purchased to assist with Marketing of Pentagon
   c. **Website** (Debbie Shaffer)
      i. Currently using WordPress as the platform
      ii. Waiting for a response about cost from another platform (some costs mentioned $500-600 for set-up, $100 annual fee, maintained by Pentagon)
      iii. Goals of website
         1. Use for recruitment & communication
         2. Place to locate, ByLaws, meeting minutes, upcoming events
         3. Journal Club and/or Blog

**Presentation:** American Heart Associations’ Resuscitation Quality Improvement (RQI)
Program: Implementation and Lessons Learned
4. Conference advertisement
   a. Local, State, National
d. PNEG Wrap Up: Brenda and Melanie
   i. Six new memberships
   ii. Many conversations regarding what an affiliate was, how to locate a local affiliate, how to start an affiliate. Referred to ANPD website
   iii. Encouraged becoming member of ANPD and referred attendees to the ANPD table at the conference
e. Programs (details on website)
   i. November 19, 2019 UH Parma Health Education-RQI Lessons Learned
   ii. January 16, 2020-Webinar-Journal Article ANA Scope-Cleveland Clinic
   iii. March 18, 2020-Aultman-NICHE Brain Games
   iv. May 21, 2020-Cleveland Clinic-Teaching Strategies
   v. Pentagon Symposium-planning stage

D. New Business:
   a. Scholarship to ANPD
      i. For early registration
      ii. Open February 1st to March 1st
      iii. The eligibility requirements include:
           1. Paid membership to Pentagon prior to submission of application
           2. Active in Pentagon Affiliate
           3. Give a presentation at the next Pentagon meeting after the conference
      iv. Submission of an essay why want to attend conference
           1. Reviewed by individuals outside of Pentagon (non-members)
b. Cornelius Leadership Congress: Lucinda Cave Winner
   i. Congratulation to Lucinda
c. ANPD 2020 April 28th to May 1, 2020 Chicago

Presentation: American Heart Associations’ Resuscitation Quality Improvement (RQI)
Program: Implementation and Lessons Learned
Pentagon Council of Healthcare Professional Development
ANPD Affiliate

i. Who is Attending: Anna, Carol, Megan, Barb, Jessica, Melanie, Stephanie C, Stephanie L, Jillian, Diane, Stephanie K, Lucinda, Diane W, Brenda, and Debbie

ii. Podium: Megan

iii. Poster: Stephanie, Steffi S & Cindy W

E. Symposium Report:
   a. Planning committee Lucinda, Diane, Melanie, Brenda, Stephanie, Megan, Marla
   b. Deciding between Spring/Fall for symposium
   c. Cost of last symposium included meals-Member $50.00 & Non-member $80.00
   d. Suggestions for theme of symposium
      i. Development of NPD-new and experienced
         1. All felt last symposium focused on NPD development and left with tools to implement
         2. Ensure content appropriate for clinical and academic NPDs
      ii. Suggested guest speakers: Mary Harper-ANPD, Cathleen Opperman-OSU (communication, lateral violence)
         1. Other suggestion welcome-please forward to Brenda Byrne
      iii. Skype meeting is planned for December for planning committee

F. For the Good of the Organization/Profession:
   a. ONA-looking at state level contributions that impact nursing
   b. In Fall 2020, will review ANPD nominations applications with the intent to nominated Pentagon members
   c. Upcoming Professional Development
      i. 3rd Annual Nurse Wellness Retreat
         1. Jointly provided ORA & Greater Cleveland Nurses Association District
         2. March 20th, 2020
      ii. OCONLL (Ohio Consortium of Nursing Learning Labs).
         1. Malone College
         2. April 2020

Presentation: American Heart Associations’ Resuscitation Quality Improvement (RQI)
Program: Implementation and Lessons Learned
G. Adjourn
   a. Next Meeting January 16, 2020-Webinar
      i. Journal Club