

APGNN Board Meeting
April 23, 2010

Present: Patty Bierly, Teresa Carroll, Clare Ceballos, Diane Kocovsky, Sue Peck, Lisa Philichi, Robin Shannon, Mary Alice Tully, Lindsay Wilson, LeAnne Vitito

Absent: Kristen Peterson, Laurie Weber

1. Website Review and Development

It was recommended by Mary-Alice not to include dates or the chairperson's name in the general committee descriptions to prevent frequent website updates. Patient and Family Education Committee information needs to be added to the website. Mary- Alice will send Larry Trimble needed updates.

2. NASPGHAN Leadership Meeting Summary

Robin stated that CDHNF may change its name. We need to inform our patients about this foundation and include it on our website because there is excellent patient information including celiac, gastroesophageal reflux and inflammatory bowel disease through CDHNF. NASPGHAN values the input of APGNN, supports us at annual meetings and encourages collaboration.

3. Review of Strategic Plan

It is suggested that each future President develop a Strategic Plan and/or revise as necessary. See attached 2010-2012 Strategic Plan. The most important goal presently is to get the website up and functioning. Robin developed a letter for physicians educating them on the importance of APGNN and of having nursing staff become members.

4. Treasury Report

Patty reported that the balance is \$43,900. The Abbot Grant was not completely used at the 2009 conference. Memory sticks, speaker support etc. were covered by the Grant. NASPGHAN charged \$5,364.85 for the Board Meeting and luncheon. The breakfast and lunch were not billed. A Grant will be submitted for the on-line evaluation cost for the 2010 conference. The Handbook royalty for 2010 is \$738. The cost for website maintenance was \$3450. A lengthy discussion took place regarding the breakdown of costs and how conference fees were used for the 2009 Conference.

5. 2010 Conference

Lindsay stated that the registration process needs to be clearer. RSVPs for the APGNN Social Hour for example could be sent as a blast email by NASPGHAN to registrants closer to the event. The Poster logistics can be coordinated through NASPGHAN. Clare would like to have a Poster Session with a designated time. The Poster abstracts need to

be submitted to NASPGHAN by June 1st if they are to be included in the syllabus. The Research Award Presentation needs to also be in the course schedule. Lindsay discussed the course topics and speakers. It was agreed that the luncheon is not necessary since the Friday Night Social is a time for networking.

6. Research Award

Clare discussed the difficulty in soliciting applicants for the 2009 Research Award application process. There were only 2 applications. CDHNF contributed \$25,000 for the award and was disappointed in the quality of the grants that were submitted. They want APGNN to seek additional grant funding to offset their contribution. Clare would like aggressive research award advertising. She also suggested that there be an option to donate to the research grant when members are renewing their dues. The APGNN secretary will email the members regarding the Research Award deadline as well as other award deadlines.

7. Clinical Practice Committee

LeAnne discussed committee interests including gastrostomy tube presentation and certification process. Another idea for the committee is to develop telephone triage guidelines. It was recommended that members be surveyed on whether certification is an interest and how much they would be willing to pay for it. A Core Curriculum given prior to the conference would be beneficial.

8. Membership

Teresa states 30 members did not renew their membership and there have been 21 new members since January 2010. The state of Virginia has the most members (23). A distribution of members across the United States will be included in the next newsletter.

9. Newsletter

Diane feels that the Newsletter isn't as effective as it should be despite changing the format, soliciting contributors etc. She will begin sending a blast email when the Newsletter comes out and wants to personalize it by including photographs of Board Members. Robin suggested links within the Newsletter to connect directly to the website and changing from month to season issues.

10. Patient/Family Education

The committee is collaborating with NASPGHAN in revising brochures. It is hoped that 3 brochures will be reviewed annually. NASPGHAN has bought website names including *Tummy Doctors* so that families will have an education website.

11. Nominations

2011 slate will include treasurer, membership, newsletter, clinical practice, secretary and program chair. Mary-Alice would like recommendations for these positions.

The meeting was adjourned at 10:14 pm EST.

Respectfully submitted by Lisa Philichi



APGNN Board Meeting Agenda

Sheraton New Orleans: Borgne Room

Thursday October 21, 2010: 7-11 pm

A. Executive Board & Committee Chair Introductions: Robin Shannon

B. Board and Committee Chair Reports:

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| 1. President: | Robin Shannon |
| 2. Past President: | Mary Alice Tully |
| 3. President-Elect: | Lisa Philichi |
| 4. Treasurer: | Patty Bierly |
| 5. Secretary: | Robin Shannon (for Kristin Peterson) |
| 6. Program Committee Chair: | Lindsay Wilson |
| 7. Research & Publication Committee Chair: | Clare Ceballos |
| 8. Membership Committee Chair: | Teresa Carroll |
| 9. Patient & Family Education Committee Chair: | Laurie Weber |
| 10. Clinical Practice Committee Chair Report: | LeAnne Vitito |
| 11. Newsletter Committee Chair: | Diane Kocovsky |
| 12. Internet Committee Chair Report: | Sue Peck |

C. Discussions

1. Website Proposal Review/vote
2. Membership/Associate Membership marketing
3. Review of Strategic Plan
4. Upcoming year:
 - Leadership Retreat in spring
 - Fundraising
 - 2011 Annual Meeting Plans

APGNN Annual Board Meeting
Thursday October 21, 2010: 7-11pm
Sheraton, New Orleans: Borgne Room

Present: Patty Bierly, Teresa Carroll, Clare Ceballos, Diane Kocovsky, Sue Peck, Lisa Pilichi, Robin Shannon, Mary Alice Tully, Lindsay Wilson, LeAnne Vitito, Laurie Weber, Shabina Walji-Virani, Shari Huffman

Absent: Kristin Peterson

Meeting was called to order at 7:10. Introductions were made welcoming In-coming Newsletter Chair, Shabina Walji-Virani and Treasurer Shari Huffman. Sue Peck was acknowledged for her years of service to APGNN and her recent contributions as the Outgoing Internet Chair. Lindsay Wilson was also recognized for her leadership as outgoing Program Chair. Patty Bierly is transitioning from serving as Treasurer for the past 6 years to Program Chair. Kristin Peterson was recognized for her service as Secretary for 2 terms. Diane Kocovsky will be transitioning from Newsletter Chair to her new role as Secretary.

Old Business:

Annual Reports were given by the following Board Members and Committee Chairs: President, Past President, President Elect, Treasurer, Program Chair, Research Chair, Membership Chair, Patient and Family Education Committee Chair, Clinical Practice Committee Chair, Newsletter Chair and Internet Committee Chair. See attached APGNN Annual Report 2010 for details.

The following items of new business were discussed during the presentation of Annual Reports :

Treasury Report

We have identified an agent in Delaware to maintain our incorporation for \$50.00. We discussed moving forward with Quicken online to facilitate the transition of records between treasurers. For \$12.95 a month we can utilize Quicken online as opposed to purchasing the software that would be user specific. This service also comes with online back-up of our records for additional protection. The motion to go forward with this service was made by Shari Huffman. The motion passed unanimously by the Board. We also discussed that our current practice of having Kim Rose from the NASPGHAN home office mail checks for membership fees to the treasurer. The Board agreed that this was no longer necessary and the checks could be shredded moving forward.

Program Chair

Outgoing Chair, Lindsay Wilson discussed the many changes that were made with the process for obtaining CEU's and accessing evaluations online for this year's conference. She utilized a student nurse to assist with the data entry and recommended that Patty Bierly, incoming Program Chair consider a similar practice. We also discussed the possibility of a Program Chair-Elect position or Vice Chair. This discussion was tabled. Moving forward the President-Elect will play a very active part on this committee serving as a member of the committee. This decision does not require a change to the by-laws.

Membership Chair

It was reported that we are getting a significant amount of member referrals from the letter sent to NASPGHAN Members by Robin Shannon. Many members voiced concern that dues are no longer prorated. No changes will be made based on these complaints. Many emails from blast correspondence with the membership are being returned. Effort is being made to get accurate contact information from members during the annual meeting this year.

New Business

Website Proposal Review/Vote:

The Board unanimously approved moving forward with VL Interactive proposal to update our APGNN website. We approved the \$3000 and discussed the desire to continue to request industry support in return for placing their name on the homepage for one year. We will continue to pay \$750 a year to host. The proposal will include software/website updates to enhance user-friendly tools. We discussed the member's only section. The list of things on the members-only section would be: strategic plan, member directory, program syllabus, annual reports and a blog. The newsletters will remain available to the public to increase interest in APGNN. This is the same practice that NASPGHAN has adopted. The motion to accept the proposal was made by Shari Huffman, seconded by Patty Bierly and accepted unanimously by the Board.

Membership/Associate Membership Marketing

We discussed the benefits of full versus associate membership. We reviewed the bylaws to confirm eligibility. Associate members will be eligible to apply for scholarships with priority being given to full members. Associate members can also nominate for awards. They are not able to vote, be a board member or apply for the research grant. Robin also announced that Sandy Fasold is leaving the NASPGHAN home office and will be replaced by Kate Ho.

Upcoming year

The Board plans to have a leadership retreat again in the spring. An attempt will be made to attach this to a CME. Robin will be sending a copy of the strategic plan to be reviewed. Plans are underway for the 2011 Annual Meeting Back to the Basics. Patty is actively working on funding and has already approached speakers. She has a lead on a keynote speaker and would also like to include a nutritionist to speak at the meeting.

APGNN Business Meeting Agenda
Friday October 22, 2010
7:30-8:15 a.m.
Waterbury

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| A. Welcome | Robin Shannon |
| B. 2010 Accomplishments/Highlights | Robin Shannon |
| C. Executive Board Introductions & Reports (each to be < 5 minutes) | |
| 1. Past President | Mary Alice Tully |
| 2. President-Elect | Lisa Philichi |
| 3. Treasurer | Patty Bierly |
| D. Committee Chair Reports (each to be < 5 minutes) | |
| 1. Program | Lindsay Wilson |
| 2. Research & Publication | Clare Ceballos |
| 3. Membership | Teresa Carroll |
| 4. Patient & Family Education | Laurie Weber |
| 5. Clinical Practice | LeAnne Vitito |
| 6. Newsletter | Diane Kocovsky |
| 7. Internet | Sue Peck |
| E. Wrap Up /Summary | Robin Shannon |



APGNN

The Association of Pediatric Gastroenterology and Nutrition Nurses

2010 APGNN LEADERSHIP MEETING AGENDA



APGNN

The Association of Pediatric Gastroenterology and Nutrition Nurses

October 2010 Annual Report

President's Report

Robin Shannon

We started this year with a conference call in January 2010, Board members and Committee Chairs discussed pressing issues for the coming months including outreach and marketing to increased membership, planning for the 2010 APGNN Educational Meeting and the need to update and implement our Strategic Plan.

In April most of us were able to meet for a Leadership Retreat in Philadelphia. We spent a significant amount of time assessing the website and determining what changes were urgent and how to implement those changes. Since then, we have been successful at updating pertinent information including 2010 applications and information for awards and scholarships. The Membership Benefit document was updated and the new Strategic Plan was uploaded. Newsletters have been routinely uploaded throughout. Our goal now is to streamline the site and enable us to more easily update content. To help in our understanding of this process, I met with two local commercial website developers. They reviewed our present site and its capacity. Their review showed that our site is currently relatively straightforward and easy to use. They felt that the service charges were

appropriate for the industry and that we should be able to continue to work within this system. Following that, I contacted our new Venture company representative, Denise Faguy and we spoke about what APGNN needs at this time. She sent me an official proposal to make some updates to our site at a one-time cost of about \$3,000.00 on top of our usual \$750.00 annual hosting fee. This would include activation of our "Members Only" section. It is my hope to seek industry funding for this. We will remove the "TAP" logo on our home page as soon as possible. **Lisa Philichi**, as the APGNN representative on the NASPGHAN Ethics Committee, reviewed this concept with the Chair of the Committee (Steve Schwarz) to be sure we word it appropriately.

In June 2010 I sent a letter to all NASPGHAN members inviting them to have their staff (nurses, dieticians, PA's, etc) to consider APGNN membership. This letter was also included in NASPGHAN Fall Newsletter. I outlined our associate member category and sent them our list of Member Benefits. Current NASPGHAN President, B. Li and President-Elect Kathy Schwarz continue to be very interested in trying to find a way to welcome RD's to our both of our meetings and find a professional "home" for them in pediatric GI subspecialty. I met with an RD formerly employed by Nutricia and APGNN Associate member Janelle Peterson, RD about this. They both felt that APGNN Associate membership was a good fit for RD's. We will spend some time this coming year looking at ways to market this.

Also in April, we spent some time reviewing our Strategic Plan. Prior to this, many of us had not utilized the plan to its fullest potential. It is my hope that each new President can create a SP, along with APGNN Leadership, to carry forward for each new 2-year term. This is a flexible, fluid process and subject to change. We must keep our goals focused and simplified keeping our resources (human and monetary) in mind as we go forward. It is my goal to continue an annual APGNN Leadership Retreat.

We were thrilled in September 2010 to receive notification of an educational grant award to support our meeting this year from Mead Johnson Nutrition. The grant amount is \$10,400.00, which will help to cover the cost of food and honoraria. Many thanks to Kim Merkel from MJN for her support and assistance.

Lindsay Wilson has done another extraordinary job as Program Chair in putting together our meeting this year, "Future Trends: New Horizons". Lindsay is completing her second-term as Program Chair and we are deeply appreciative of her hard work and dedication to APGNN. She has ensured that our reputation of producing very high quality educational programs continues. Many thanks to Past-President **Mary Alice**

Tully for her assistance in planning this year's program. It is my hope that we can recruit more members to this very important committee. Our program is the most important thing we do each year as an organization and we must continue to provide support to this committee at all times. Mary Alice also requested an educational grant from Abbott. They offered some assistance after we accepted the MJN grant which we subsequently needed to decline. Hopefully they can offer as assistance for next year's program.

As APGNN President, I attended the CDHNF Board Meeting in New Orleans in January 2010. CDHNF hopes for our continued support in communicating their existence and mission to our members. There were some concerns about the first CDHNF/APGNN Research Grant and whether they would continue to support it at the level of \$25,000.00. After discussion at our APGNN Leadership retreat in April, we proposed continuing the grant but re-wording it so that the applicant would see that the grant could be UP TO \$25,000.00 and that we would pass on giving the award in any given year if there was not a suitable, high quality project. I sent a letter to CDHNF Board President, Dr. Bill Balistreri, with this proposal, which was accepted.

Also in January 2010 in New Orleans, I attended the NASPGHAN Leadership Retreat. NASPGHAN continues to show appreciation and support for the work APGNN does. We are very grateful to their leadership and members for valuing our input. Many, many thanks to Margaret Stallings, Sandy Fasold and Kim Rose for their amazing administrative support.

Last month I had the opportunity to attend the NASPGHAN Strategic Planning Retreat in Chicago. Being involved in developing the goals and continuing the mission of NASPGHAN is truly an honor for APGNN. It was an excellent learning experience and underscored the importance of periodic review and re-development of our own Strategic Plan as discussed above. They also mentioned that in the future, NASPGHAN might not skip their annual fall meeting during World Congress years. This will mean that APGNN will be able to have a yearly program without interruption.

Finally, I would like to acknowledge and thank our outgoing Board members and committee chairs. Once again, **Lindsay Wilson** has been extraordinary as Program Chair and we are eternally grateful for her skill and grace! **Patty Bierly** is completing her second term, that's 6 years, as our Treasurer. She has done an amazing job keeping us organized and keeping up with taxes and legalities. As a result, we are financially stable going forward. **Kristin Peterson** is completing her second term as secretary. Many, many thanks to her for her organization and input. Her presence will be missed on the

Board. **Diane Kocovsky** has done a wonderful job as Newsletter Chair. Our newsletters are updated to the website seamlessly which is an important tool for communicating with our membership. **Sue Peck** has generously served APGNN as ad hoc Internet Committee Chair and we deeply appreciate her wisdom and experience. I am also very grateful to her for hosting our Leadership Retreat in April.

Thank you to **Patty Bierly** for agreeing to serve as Program Chair, **Diane Kocovsky** for becoming Secretary, **LeAnne Vitito** for agreeing to serve a second term as Chair of the Practice Committee and **Teresa Carroll** for continuing in her role as Chair of Membership. We are so glad you will be continuing in APGNN Leadership. A very warm welcome to incoming leadership, **Shari Huffman**, Treasurer and **Shabina Walji-Virani**, Newsletter Chair.

I would also like to thank **Clare Ceballos** for her continued work as Research & Publication Chair. This is a vital part of our mission and the CDHNF/Moyer Grant has been an exciting opportunity for us. **Laurie Weber** is finishing her first year as chair of the Patient & Family Education committee. Our members expect to be able to turn to APGNN for expertise and we appreciate her work in this area. **Lisa Philichi** is doing a wonderful job as President-Elect and it is my hope that this coming year will prepare her well to become President next year. Finally, I am eternally grateful to our Past-President, **Mary Alice Tully** for her continued guidance and support. Her in-box is always full of messages from me and I appreciate her patience!

We have much to look forward to and plan for in the coming year. Thank you all for support and energy!

Respectfully submitted,
Robin Shannon
President APGNN

Past President's Report

Mary Alice Tully

Nominations:

Nominations were obtained for the following 2011 APGNN Board positions:
Treasurer, 3 year term

Membership chair, 2 year term
 Newsletter chair, 2 year term
 Clinical practice chair, 2 year term
 Secretary, 2 year term
 Program chair, 2 year term

The Ballot was sent to members and approved by members. Shortly after election was completed, the newsletter chair withdrew. Treasurer, Patty Bierly was able to nominate and recruit Shabina Walji-Virani, RN, MSN, CPNP from Children's Medical Center, Legacy, Plano, TX. 75024 who was appointed by the President.

APGNN 2010 Ballot
 (please indicate yes or no)

Treasurer	3 year term	Shari Huffman	yes	no
Secretary	2 year term	Diane Kocovsky	yes	no
Program Chair	2 year term	Patricia Bierly	yes	no
Newsletter	2 year term	Sara Wollwerth	yes	no
Membership	2 year term	Teresa Carroll	yes	no
Clinical Practice	2 year term 2 nd term	LeAnne Vitito	yes	no

2010 Nominees for APGNN Office

Treasurer, Shari Huffman has been an active member of APGNN since 1993. She has served on the APGNN Board in the past as secretary (1996 -1999) and Clinical Practice Committee Chairperson (2003 - 2006). She has represented APGNN on several NASPGHAN committees and has a number of publications and presentations as well. Shari graduated with her Masters from the University of Florida, and continues to work as a pediatric GI Advanced Practice Nurse at Nemours Children's Clinic in Jacksonville, with a special interest in IBD and Transplant. She is a new, first time grandmother (and loving that!), and is looking forward to serving APGNN again.

Secretary, Diane Kocovsky, RN, MSN, APRN – Diane has served as the Newsletter Chair for the past 3 years. She published each and every APGNN Newsletter. Diane received her BSN from the University of Iowa and her MSN for RUSH University in Chicago. She has been involved in Pediatric GI since relocating to Omaha, Nebraska in 2004. With the support of the membership, she is looking forward to serving as secretary.

Program Chair, Patricia Bierly, RN, MSN, PNP has been an RN for 26 years and an NP for 10 years at Childrens Hospital of Philadelphia, CHOP, Gastroenterology. As an active member of APGNN, she served as APGNN secretary for one year and Treasurer for the past 6 years. She works with patients with Celiac Disease in the CHOP Celiac Center and IBD patients and general pediatric GI. She will bring a lot of APGNN experience to the role of program chair.

Newsletter, Sara Wollwerth, RN, BSN - Sara has been a member of APGNN since 2007. In 2002, she graduated from New York University with a Bachelor of Science in Nursing. As a new graduate, she developed her passion for pediatric gastroenterology and organ transplant while working as a staff nurse at Mount Sinai Medical Center in New York. She then became the Gastrointestinal and Transplant Care Coordinator at Nemours Children's Clinic in Jacksonville, Florida. In December she relocated to her home state of Massachusetts, and currently is an Ambulatory Staff Nurse in the Gastroenterology and Nutrition Program at Children's Hospital Boston. She is thrilled at the opportunity to serve as Newsletter Chair

Membership, Teresa Carroll, RN, MSN, PNP – Teresa has been working as a Pediatric Nurse Practitioner in Pediatric GI since 2003. She has been attending APGNN conferences since that time, looking for a way to become more involved. She is excited to participate on the APGNN Board and believes the membership chair is a good fit. Teresa graduated from the University of Nevada. She is a Pediatric Nurse Practitioner in GI and Nutrition practicing in Las Vegas.

Clinical Practice, LeAnne Vitito MS, APRN, CGRN has been a Nurse Practitioner in adult and pediatric gastroenterology practice for 10 years. She has been an active member in APGNN in various roles including a member of the clinical practice and research committee, speaker at previous conferences, submission of clinical vignettes, submission for research grant, and most recently as the Chair of Clinical Practice the past 2 years (2008-2010). She has enjoyed being part of APGNN Board and wants to be considered for this role for another term.

Fund Raising:

Applied to Abbott Nutritionals for \$ 10,400 grant to cover expenses for APGNN annual course. Initially there was a hold on all educational grants for 2010 but subsequently they offered partial support \$7100. In the meantime, President Robin Shannon obtained a grant from Mead Johnson Nutrition to cover all expenses. We then declined the offer from Abbott but plan to reapply next year

Excellence in Education Award:

Two applications were submitted for the Excellence in Education Award. Identifying information was removed and the applications were sent to the Family education Chair and the Clinical practice Chair.

Respectfully Submitted,
Mary Alice Tully
APGNN Past President

President-Elect Report

Lisa Philichi

Key Position Responsibilities:

- Maintains the APGNN Officer/Committee Chair Handbook
Appropriate changes were made
- Member of Excellence in Education Award judging panel
Reviewed and evaluated the submitted applications
- Attends NASPGHAN Ethics Committee meetings as invited
Conflict of Interest was the primary focus of the committee and a policy will be available on the NASPGHAN website.

Respectfully Submitted,
Lisa Philichi
APGNN President Elect

Treasurers Report

Patricia Beirly

Refer to Appendix I

Secretaries Report

Kristin Peterson RN, BSN

I have prepared and submitted minutes for APGNN's conference calls as well as preparing the annual report for this meeting. This year kicked off our first year of voting via email. There were a total of 299 emails sent to our current members. Eight emails were undeliverable. Fifty-two of our current members voted on this years APGNN board positions.

Respectfully Submitted,
Kristin Peterson
APGNN Secretary

Membership Committee Report

Teresa Carroll

Key Committee Responsibilities:

- Receives and reviews applications for new members to evaluate eligibility for membership
 - Works closely with the NASPGHAN Membership Coordinator
 - Solicits nominations for the APGNN Excellence in Mentoring Award
 - Solicits nominations for Conference Scholarships
1. Membership committee is actively seeking members to join.
 2. As of 9/9/2010 APGNN has 307 members (301 in 2009). This includes deleted inactive members and the addition of 60 new members. 8 of the 60 new members were previously deleted inactive members.
 3. Demographics remain consistent with ½ RN/LPN and ½ APN.
 4. Associate members include 7 PA's, 2 RD's, and 1 SW.
 5. The 2010 Membership Directory was emailed to all members, new members still get mailed copy with welcome letter.
 6. Email access to all members is an ongoing problem, some invalid addresses and some that do not accept unknown communications.
 7. One application was received for the APGNN Excellence in Mentoring Award by Betsy Hass-Beckert, PNP, awarded to Dr. Melvin Heyman from UCSF Children's Hospital.
 8. One application was received for the APGNN conference scholarship, and a scholarship was awarded to Dawn Frautschy, RN, PNP from UNC.

Fun Facts and Stats:

State with most members- Pennsylvania 26

State with second most members - Virginia 24

"Lone Rangers" (states with only 1 member) - Alabama, Delaware, Georgia, Indiana, S. Dakota, and Nevada

States without members - Alaska, Hawaii, Kansas, Mississippi, Montana, N. Dakota, Vermont, Wyoming

"Our friends to the North" (Canada) - 12 members

Respectfully Submitted,
Teresa Carroll
APGNN Membership Chair

Newsletter Committee Report

Diane Kocovsky

Key Committee Responsibilities:

1. Publishing online newsletters quarterly and post to the APGNN website.
2. Work closely with the APGNN Board to obtain reports from active committees. These reports are our main form of communication to the membership.
3. Work with the membership to identify potential authors and topics of interest to include in the newsletters.

Challenges/Goals/Accomplishments

1. Since 2009, the newsletter has been posted to the APGNN website without the assistance of a third party. The ability for the editor to post online independently has eliminated the cost of posting the newsletter and made it possible to post it in a timelier manner.
2. Committee chairs have continued to consistently submit reports to be included in the newsletter.
3. Recruiting active committee members has continued to be difficult. One person identified herself early on as an interested member but distance and the nature of the committee work made it difficult to establish an active working relationship.
4. Moving forward we will continue to identify experts outside of nursing such as dietitians to provide input into the newsletter.
5. In 2011 we will continue to use the Newsletter to advertise upcoming education events, meetings and NASPGHAN updates that affect our membership.

Respectfully submitted,

Diane Kocovsky

APGNN Newsletter Committee Chairperson

Patient and Family Education Report

Laurie Weber

The patient and family education committee has had a shift over the past year with many of the previous committee members changing positions or practices. We are currently looking to rebuild the committee and I am looking for interested members to contact me to learn more about the committee and its projects.

Over the past year I have been more directly involved on the NASPGHAN Patient Education Committee chaired by Chris Jolley.

We have been reviewing many of the old educational handouts available on the website as well as looking at a means to streamline the process of submitting and adding to the educational materials available to patients and healthcare providers. The other large project has working to create a user-friendly kid friendly web-site. The new site will be named "gastrokids.com".

I will send out more information as it is available.

The Excellence for Education nominees were also reviewed. It is great to see the amazing education programs/activities that our members are doing. I would strongly encourage any member to apply for the nomination/award and share what you have accomplished.

Because this last year has been a transition year for the committee I have tried to set up goals for the next year. They are as follows:

1. Open invitation for new committee members
2. Survey to membership to identify the top 5 areas they would like patient/family education materials available
3. Work with Clinical Practice Committee to collaborate on areas of expertise
4. Patient/Educational article/information link in each Newsletter.

I would certainly invite anyone that has any suggestions for the Patient/Family Education Committee to please let me know.

Respectfully Submitted,

Laurie Weber

APGNN Patient and Family Education Chair

Program Committee Report

Lindsay Wilson

Members: Mary Alice Tully, Jody Weckwerth, Laurie Weber, Maureen Kelly

1. Planned and obtained speakers for the 2-day annual program *Future Trends: New Horizons* with the keynote address by Kenneth Stephens, Sr., MD, JD on 'Future Healthcare Issues Facing Underserved Children in New Orleans.' The remaining speakers are experts in their fields and will be able to present our organization with the most current information in their area of pediatric gastroenterology.
2. CEU application was made to SGNA and approved for 12 continuing education hours. The application is now online.

3. Syllabus was compiled and submitted to NASPGHAN, it will be provided on a flash drive to registrants. It will also be placed on our website for registrants to print ahead of time if they prefer.
4. The evaluation process will also be online this year with the assistance of a company *Amedco*. Registrants will be provided with a password that will allow them to login and do their evaluations and print out their contact hour certificate.
5. There are 133 registrants to date.
6. Thank you notes and honoraria will be given to outside speakers at the time of the conference.
7. Conference evaluations will be tallied after the conference and report submitted to the APGNN board and SGNA (CEU requirement). Speakers will be formally thanked and the results of their evaluations given to them.

Respectfully Submitted,

Lindsay Wilson

APGNN Program Committee Chair

Clinical Practice Update

LeAnne Vitito

Committee Work:

- Recruited new members to participate in the development of telephone triage protocols.
- Ongoing dialogue with committee members regarding the plan for telephone triage protocols, suggestions for format, goals etc. Committee is planning to meet during allotted committee meeting time at APGNN meeting to plan future work. Initially will focus on protocols for abdominal pain and constipation.
- Reviewed and scored 5 clinical vignettes submitted for October 2010 meeting; 2 clinical vignette posters were selected as posters of distinction which will be presented at APGNN Educational Course. Developed a template letter regarding acceptance of and information regarding poster display and presentation.
- Continued to look at the potential for developing Pediatric GI Nurse Certification which would be achieved by Portfolio in place of the traditional method of examination. Emails received from interested APGNN Members.

- On-line dialogue amongst members of the committee regarding clinical questions and issues
- Represented the Clinical Practice Committee on the NASPGHAN IBD and Clinical Care and Quality Committees
 - Reviewed and edited two CME activities, "A Case-based Monograph Focusing on Pediatric IBD", in conjunction with the NASPGHAN IBD Committee
 - Recent IBD conference call; see attached minutes

Goals:

- Encourage membership involvement in telephone triage project
- Develop more formal means for interaction with committee members so we are able to effectively address clinical practice issues
 - List Serve vs designated area on web site that we could use for communication
- Explore areas of interest regarding clinical needs and patient safety issues in our practice that we can impact. Depending on members areas of interest, write guidelines and protocols with other interested members.
- Encourage Clinical Practice Members to submit an article quarterly for the newsletter (case studies, practice issues, roles etc.)
- Ongoing inquiry to determine the feasibility of developing a plan for Pediatric GI Nurse Certification
- Generate and facilitate increased participation in submission of clinical vignettes for next meeting via web site, mass email to membership, newsletter.
- Write a CEU article for GNJ addressing how to establish the diagnosis of IBD in pediatrics and differentiation of UC vs Crohn's Disease. This will be a reflection of the work done by NASPGHAN IBD committee for newsletter CME activity. This article will allow GI Nurses to receive CEU's for participation.

Respectfully Submitted,
 LeAnne Vitito MS, FNP-BC, CGRN
 APGNN Clinical Practice Committee Chair

Research Committee Update
 Clare Cabellos

The research and publication committee continues to focus on two major areas:

1. Soliciting abstract/poster submissions for the annual APGNN conference;
2. Soliciting applications for the CDHNF/APGNN M. Susan Moyer Nursing Research Award.

Membership is informed of these opportunities via the following avenues:

- E-mail with attached guidelines and submission form
- Publication in the APGNN newsletter
- APGNN website, with links to the guidelines and required submission form
- For the research award via SMARTS, an electronic database of research funding opportunities

A panel of experts reviews submissions. Posters of distinction recipients are selected in conjunction with the Practice Committee Chair. Poster presentations and select oral presentations are arranged in collaboration with the Conference Program Chair. A meritorious research grant may be selected by the CDHNF for the annually available nursing research award.

The following individuals are recognized for their assistance in evaluating the abstract and nursing research submissions:

Kathy Hoffstadter-Thal, MS, PNP
Patrice Burke, MS, RN
Marie Aromando, MS, PNP
LeAnne Vitito, MS, PNP
Robin Shannon, MS, PNP
Mary Alice Tully, MS, PNP
Patricia Robuck, RN, PhD
Barry Wershil, MD

Respectfully submitted,
Clare Ceballos
APGNN Research Committee Chair

Internet Committee Update

Sue Peck

We have been struggling with the website but have tried to keep it as updated as possible. APGNN Board members are now able to update their committee activities on the website. We have asked that a member's only section be added as well removing logos from our site that are no longer appropriate. WE are trying to streamline the site, so that duplications do not appear and options that are not available are removed.

We have had a change in the webmaster at our server site. Robin Shannon has been working with a consultant to try and professionalize our website and improve the functionality. She has also been working with our new webmaster, at VLinteractive to modify our website as we had requested. Some of the things we are hoping to accomplish in the next year are:

- The members only site
- Updating the copyright to our site
- Removing the TAP logo as our sponsor
- Getting rid of the Quick Links
- Adding new software that will make the updating of the site easier and will automatically correct the font so that the font and the font size is the same throughout the site
- Eliminating the site map in the future

I am stepping down as Website chair. I look forward to the changes in the website as I am sure all of you do to. Huge thanks go to the internet committee who look at the site in detail and to Robin for going after the changes.

Respectfully Submitted,
Sue Peck
APGNN Internet Committee Chair

Appendix I

INCOME

Dues

10/31/2009	Deposit Dues For Month Of October 2009	150
11/30/2009	Deposit Dues For Month Of November 2009	500
12/31/2009	Deposit Dues For Month Of December 2009	162.5
1/30/2010	Deposit Dues For Month Of January 2010	5,529.65
2/28/2010	Deposit Dues For Month Of February 2010	3,475.00
3/30/2010	Deposit Dues For Month Of March 2010	3,740.50
4/30/2010	Deposit Dues For Month Of April 2010	3,600.00
5/30/2010	Deposit Dues For Month Of May 2010	725
6/30/2010	Deposit Dues For Month Of June 2010	500
7/30/2010	Deposit Dues For Month Of July 2010	300
8/30/2010	Deposit Dues For Month Of August 2010	3,175.00
9/27/2010	Deposit Dues For Month Of September 2010	525

TOTAL Dues		22,382.65
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TOTAL List Rental		150
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Royalties 7/7/2010	Quality Medical Publishing	291
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TOTAL INCOME		22,823.65
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EXPENSES

2009 Conference

11/2/2009	1029 Memory Suppliers	1365.00
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11/12/2009	Sharon Dudley Brown	200.00
11/12/2009	Sabine Kost Byerly	200.00
11/12/2009	Cynthia Maynard	200.00
11/12/2009	Jennifer Hamsey	200.00
11/12/2009	Amanda Leonard	200.00
11/12/2009	Maureen Lifton Greif	200.00
11/12/2009	Linda Schoberth	200.00
11/18/2009	Susan Johnson	895.32
11/18/2009	Jennifer Hill	500.00
11/25/2009	Getz Printing	2501.60
11/25/2009	LeAnne Vitito	323.19
11/25/2009	Advocacy For Patients	708.69
1/25/2010	NASPGHAN	5364.85
TOTAL 2009 Conference		13058.65

2009Taxes		
6/9/2010	Kotzker & Brodsky INC	550.00

Abbott 2010 Conference		
9/3/2010	CEU Reimbursement	210.00
TOTAL Abbott 2010 Conference		

Administrative Support		
10/29/2009	NASPGHAN	280.00
1/11/2010	NASPGHAN	690.20
5/10/2010	NASPGHAN	1225.00
8/2/2010	NASPGHAN	655.00
TOTAL Administrative Support		2850.20

apgnne		
10/29/2009	Getz Printing	28.62
11/12/2009	Party Store	33.01
11/13/2009	Things Remembered	29.42
11/25/2009	Spikes Trophies	505.99
12/7/2009	FedEx	22.41
3/2/2010	NASPGHAN	111.80
4/21/2010	Getz Printing	83.74
8/2/2010	NASPGHAN	117.70
TOTAL apgnne		932.69

Conference 2009

10/7/2009	NASPGHAN	99.32
TOTAL Conference 2009		99.32

Donation

11/18/2009	CDHNF	1000.00
4/24/2010	CCFA	200.00
TOTAL Donation		1200.00

Excellence In Education 2009

12/23/2009	Marshfield Clinic Research Foundation	934.40
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Grant Reimbursement

4/9/2010	Abbott Nutrition	646.95
TOTAL Grant Reimbursement		

Incorporation Fees

11/18/2009	Reimbursement	125.00
8/27/2010	Deleware Corp And Tax	25.00
8/30/2010	Deleware Inc	25.00
TOTAL Incorporation Fees		175.00

JPGN Reimbursement

4/9/2010	NASPGHAN	232.00
TOTAL JPGN Reimbursement		

Leadership Retreat- Phila

4/22/2010	Dave's Limo	138.00
4/23/2010	Lisa Philichi	329.40
4/23/2010	Genuardi	109.59
4/24/2010	Diane Kocovsky	321.62
4/24/2010	Robin Shannon	249.40
4/24/2010	LeAnne Vitito	348.30
4/26/2010	Dakota Pizza	45.09
4/26/2010	Plate	588.14
5/3/2010	Mainline Taxi	48.00
5/10/2010	Mary Alice Tully	621.80
TOTAL Leadership Retreat- Phila		2799.34

Mentor		
1/13/2009	Vita Goie	250.00

Gift		
12/17/2009	Harry And David	71.90

Poster Of Distinction		
11/14/2009	Elizabeth Goldberg	100.00
11/14/2009	Katy Slagle	100.00
11/14/2009	Millie Boettcher	50.00

TOTAL Poster Of Distinction

Website Maintenance		
12/18/2009	VentureLabour.com Inc	850.00

TOTAL EXPENSES		28110.45
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Balance as of 10/4/10		45516.28
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APGNN Board Meeting

October 10, 2013 7-11 pm

Joliet – Chicago Hilton

Agenda:

Introduction of New Board Members

NASPGHAN and NASPGHAN Foundation Updates

Conflict of Interest Policy

Board Responsibilities

Travel Policy

2014 Proposed Budget

Award/Clinical Vinnette/Research Abstract Deadlines

Membership Recruitment

Website

Clinical Handbook of Pediatric Gastroenterology

Alliance

By-Laws

2014 Retreat

Other

APGNN Board Responsibilities

Board Members should:

1. Be guided by the mission of APGNN
2. Understand the strategic plan
3. Be knowledgeable of the By-Laws
4. Understand the committee that your role is responsible for – purpose and responsibilities
5. Promote APGNN membership among peers and be familiar with member benefits
6. Recruit prospective Board members
7. Respond to all emails within a week after receiving or by deadline
8. Attend all Board meetings, Retreats, Phone Conferences, and Social Events
9. At Annual Conference, sit amongst members and network
10. Review website at least monthly and if corrections need to be made notify Secretary
11. Submit information/article to each newsletter or solicit a member to write an article