**SPNS Meeting Minutes: December 5th**

**1500-1510**

**SA Report:**

* Report due December 14th
* Michelle will receive report template from SA and will email out template to designated people to complete
* Have report done by Monday, December 12th
* Once done, email it to Michelle

**Bylaws:**

* Bylaws sent out to SA
* SA will give passwords at a later date

**1510-1530**

**Scrub free day:**

* 1 lab day can be a scrub free day
* Sometime in February on a Wednesday?
* Get stickers for to ID people with
* Make posters
* Signup booth 1 week prior to event; this will allow people to register, pay $1.00, and will receive a sticker on the day of the event
* Katrina sent an email regarding the terms to follow on the scrub free day:
	+ Must wear closed toe and closed heel shoes on
	+ Hair must be up
	+ No butts or bust hanging out
	+ Scent free policy still in existence
	+ No dangling jewelry
* As for the money collected, ½ of the donations will go towards SPNS, and the other ½ will go towards a charity (possibly a mental health charity)
* All of the information regarding Scrub Free day will be finalized in our next meeting on January 16th

**Email RVSP unable to come:**

* Alexandra
* Trista

**Text RVSP unable to come:**

* Carolyn
* Nicole
* Caitlin

**1530-1540**

* Revisit in January discussing executive missing meeting

**Important Dates:**

* ***SPNS 2017 meetings:***
	+ January: 16th and 30th
	+ February: 13th and 27th
	+ March: 13th and 27th
	+ April: 10th and 24th
	+ Still from 1500-1600
* ***College Club Promotion: January 12th from 1000-1300***
	+ Michelle will find a couple of volunteers for that
* ***March 11th: Club training session from 0900-1500***
* ***May 12th: Nursing Week event***
	+ Will plan in the new year
	+ Feel free to look for some ideas to share in the next meeting!
* Announced winner of Warm Up to Christmas coloring contest
	+ Winner was notified via email and will pick up prize basket at Allison’s office