**Old Saybrook Public Health Nursing Board**

**Town Hall, 302 Main Street, Old Saybrook, CT 06475**

**Thursday, June 13, 2019 - 7:00 P.M.**

**Town Hall 1st Floor Conference Room**

**Minutes**

**Call to Order –** Chair Diane Aldi called the meeting to order at 7:12 p.m.

**Roll call: Present:** Chair Diane Aldi DePaola, Sharon Craft, Betsy Owen, MaryAnn Iadarola, Mary Kennedy and Joseph Termine

**Absent:** Priscilla Funck

**Also present:** Sharon Tiezzi, Recording Clerk

**Audience of Citizens –** no one present. The VNASC stats that were received in an email were reviewed by the board.

**Review and Approval of Minutes – May 9, 2019** – A motion was made by Betsy Owen and seconded by Joseph Termine to accept and approve the May 9, 2019 meeting minutes. After a discussion of the members, there was an amendment to the minutes. The amendment shall omit the original Nightingale Fund entry and replace it with:

**Nightingale Fund – Out of thirteen (13) applications, nine (9) were nursing students. After further discussion of the members, it was decided that due to the available funds the non-nursing students would not be considered this year.**

 **A motion was made by Betsy Owen and seconded by Priscilla Funck to take $8,000 from the Flanagan Fund and add it to the Nightingale Fund in order to award $2,000 to each of the nine (9) applicants who have been accepted into nursing programs. The nine (9) students are Maeve Foley, Timothy Jacoboski, Madeline Kawecki, Abigail Lafreniere, Claudia Spedding, Kathryn Spotts, Jessica Stratton, Jewelia Taylor and Kelsey True.**

**Ayes: 4; Nays: 1; Abstentions: 0**

A second motion was made by Betsy Owen and seconded by Joseph Termine to accept and approve the amended May 9, 2019 minutes as stated above.

**Ayes: 4; Nays: 0; Abstentions: 2**

**Review and Approval of Treasurer’s Report –** Treasurer Joseph Termine presented his report dated May/June 2019. After discussion of items, a motion was made by Mary Kennedy and seconded by Betsy Owen to accept and approve the treasurer’s report as presented.

**Motion carried unanimously.**

**Correspondence** –

* Five (5) checks were received for the Nightingale fund making the total received to date $4,665.00.
* Thank you notes were received from the scholarship recipients for their awards and the school nurses for their gifts for Nurse’s day.
* A follow-up letter was received from Amber Scherber for her request for an adult scholarship from the Flanagan Fund.

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**Old Business** - Chair Diane is going to find out if there is an outstanding invoice/bill for Cathy Cobb. A Motion was made by MaryAnn Iadarola and seconded by Mary Kennedy to approve the payment up to $700 on any outstanding invoice from the Un-contracted Fund.

**Motion carried unanimously.**

**New Business – approval of recording clerks’ Time & Task invoice** –

A motion was made by Sharon Craft and seconded by Betsy Owen to pay Sharon Tiezzi’s January thru June 2019 Time and Task invoice in the amount of $460.00 from the Administration fund.

**Motion carried unanimously.**

A Motion was made by Sharon Craft and seconded by MaryAnn Iadarola to allow Chair Diane Aldi to spend up to $200 from the Administrative Fund for clerical supplies or stamps for the PHNB,

**Motion carried unanimously.**

The new VNASC contract was received for acceptance and approval from the board. A motion was made by Maryann Iadarola and seconded by Betsy Owen to approve the contract and recommend that the First Selectmen sign the contract.

**Motion carried unanimously.**

**Flanagan Fund –**  Amber Scherber sent her grades and letter stating her intention to complete her nursing program for the board’s review. Ms. Scherber is requesting a Flanagan Adult Nursing Scholarship.

A motion was made by Sharon Craft and seconded by Betsy Owen to award Ms. Scherber $3,000. After further discussion and due to available funds, an amended motion was made by Betsy Owen and seconded by Mary Kennedy to award $2,500 to Amber Scherber from the Flanagan Fund.

**Motion carried unanimously.**

A motion was made by Sharon Craft and seconded by Betsy Owen to reimburse Mary Kennedy in the amount of $50.00 for the school nurse’s appreciation day from the Flanagan Fund.

**Motion carried unanimously.**

**Nightingale Fund –** The boardreviewed the transcripts of the 2018 scholarship recipients. The board reviewed and discussed the transcripts.

A motion was made by Joseph Termine and seconded by Betsy Owen to issue the $2,500 to 4 of the 5 recipients, since being informed that the fifth recipient changed majors.

**Motion carried unanimously.**

**Morris Fund** – nothing new to report

**Adjournment**- a motion was made and seconded to adjourn at 8:20 p.m., Chair Diane adjourned the meeting.

**Respectfully submitted, Sharon Tiezzi, Recording Clerk**