

Meeting Agenda for 11/19/2021

- Vote on meeting minutes
 - Minutes approved
- Nominations for 2022 HNS board
 - Do we need any additional nominees for the board (Jenny)
 - Kendra – President-elect
 - Jenny – MAL
 - Amanda – MAL
 - Samantha – MAL
 - Troy – MAL
 - Aimee – MAL
 - Michael and Christina staying on as MALs, Tish will retire as MAL
 - No nomination for secretary
 - Amanda and Emily may be good candidates for secretary
 - Emily agreed to be nominated for Secretary during the Board meeting
 - Send out ballot for two weeks
 - Will send out on 11/29 when people return from Thanksgiving
 - Kendra and Stella with draft ballot to send out by 11/29
 - Number of MAL positions and responsibilities
 - Hannah – better to have more MALs for more representation and to garner more interest in HNS
 - Would be good to have more MALs to assist with HNS Mentorship Program and to lead the HNS Newsletter
- President's reception date and planning
 - Proposed date: Thursday, February 24th, 2022 @ 5:30pm
 - Hybrid model preferred (in-person and online option)
 - Would need an establishment with A/V equipment to record event, rather than a restaurant
 - U of H – Times Building has A/V equipment – Michael will check on availability
 - Adam will check availability of rooms at the MEDVAMC
 - Jenny will check availability at Baylor, but not sure if they will allow food
 - Hannah will check availability at main Methodist Hospital
 - Stella will check about UTHealth auditorium
 - Will also check parking, whether alcohol can be served, etc.
 - If institutions are unavailable, can host at a restaurant and cap the number of tickets available
 - Chaniqua will research restaurants in the event there is no availability at the institutions mentioned above
 - Food budget ~\$1000-1200, depends on RSVP number
- UH student and faculty engagement in HNS
 - Michael – unable to coordinate with group but Paul and Stephen will look into lack of involvement in HNS, will also inform students about HNS when they join clinic spring term
 - Students may be more overwhelmed or more involved in U of H ANST

- U of H faculty to discuss at next meeting
- Chaniqua – one student mentioned they weren't getting the emails
 - Suggestion of having people add HNS listserv email to address book to avoid junk mail routing
 - Liaisons to direct student questions to other board members, if assistance needed
- Decline in student engagement, particularly this year's Fall Symposium
 - Low involvement doesn't justify the cost and effort in recruiting national speakers
- Can discuss creating a position for MAL as a liaison for U of H, Clearlake, ANST, etc. and how it can be integrated as an extension of the HNS Mentorship Program.
- Membership renewals
 - Stella will send out an email on the listserv to renew membership by the end of the calendar year
 - Reminder to board members to renew membership for 2022
- Holiday charity versus fundraiser for HNS mentorship program
 - Voted on the tradition of having the current President decide on holiday charity, save fundraising ideas for next year before the start of new round of HNS mentorship program
 - Houston Food Bank?
 - Info and flyer draft will be sent out next week for feedback, charity scheduled to run through end of 12/2021