

## Meeting Agenda for 12/17/2021

**Start Time:** 3:35

- Vote November meeting minutes
  - Minutes approved
- 2022 HNS board elections
  - Ballot closed – 20 total votes
    - All nominees on the ballot will be joining the HNS Board
    - Stella will send out the announcement email welcoming the new board members
    - Kendra will let new members know about the first January meeting date and time
      - Can change the date and time if needed
- Holiday charity update
  - HNS has raised \$300 thus far
  - Stella will send out another reminder regarding the charity next week
- Document prior board agreement about membership status for website creation
  - Nick Wisdom created the website and the Board at that time decided to give Dr. Wisdom a lifetime membership for his contribution. Dr. Paul Cirino confirmed this was the agreement but it was never documented. He checks on the status of the website on a yearly basis as the website master but has no other administrative access.
    - We could put a brief document that confirms this agreement and add a note that he should be contacted for important concerns to the website
    - Stella will draft a brief statement and include on the Google drive
- Membership renewals, update expiration dates on website
  - Reminder sent for members to renew, including current Board members
  - Engagement, especially student engagement, has declined. We hope to see an increase in engagement
  - Adam will also have to manually update the expiry dates in the website
- Listserv Error messages
  - Michael sent an email regarding the errors received on the listserv via Gmail. He has contacted the web manager about this concern and will update us once he hears bck
    - This may be a concern for updates about membership renewal
    - Hannah- maybe we should bcc individuals with Gmail accounts
- 2022 HNS President's reception
  - Jenny's update regarding Baylor as a potential site
    - "As it stands, it appears as though outside folks can reserve the space and we can have food and beverages but only if every single person in the room is vaccinated. If anyone is not, then masks are required the entire time. I'm having a hard time getting concrete answers on whether this is true for outside events, whether we have to gather actual proof of vaccination, or whether they need to attest to vaccination and symptom free status. I think that they are considering tightening again due to omicron. I suspect guidance will be better after the holidays."
  - Hannah has not gotten promising updates from Methodist, but wonders if we should decide after the holidays

- Stella – we still have time to wait to see the status of omicron and can revisit at the next Board meeting.
- Hannah – lets pick a date to reserve a spot, likely Baylor and then play it by ear regarding whether to keep as hybrid or transition to completely virtual.
- Stella – we can reach out to Jenny to reserve Baylor
- President reception date, topic, and catering
  - Still considering Thursday, Feb. 24, 2022
  - Topic: Impulse control disorders in Parkinson's disease
  - Catering for the event: French Corner?
  
- Would be helpful to have a budget comparison from this year to last year for the next Board meeting. Adam will compile this info.

**End Time: 4:10pm**

Attendance: Stella Kim, Kendra Anderson, Christina Burrows, Adam Christensen, Hannah Combs, Chaniqua Mazyck