

MN-DONA Needs You

In 2018, five offices on the MN-DONA Board will be up for election. We would like to invite you to consider running for one of the following offices or nominate someone you believe would be a good representative for MN-DONA:

Recording Secretary
Corresponding Secretary
District II Representative
District IV Representative
District VI Representative

In 2018, the MN-DONA Board will meet on the fourth Wednesday of the month in St. Cloud in March, June, August and December. The January, February, July and September meetings will be by conference call. The meetings held in conjunction with the Spring and Fall Conferences will be scheduled just before or during the Conference. The meetings usually begin at 9:00 am and end at 2:00 pm. Conference calls are usually one hour in the morning. The structure of the meeting consists of our business meeting and periodic reports from representatives from Care Providers of Minnesota, LeadingAge Minnesota and the Minnesota Department of Health.

Board Members often express their appreciation for what they gain by attending the monthly board meetings, i.e., the sharing, empathy, learning, etc.

Testimonial:

I have been a member of MN-DONA for almost 10 years. I became a member when I was the ADON of a long-term care facility and found out immediately how wonderful it was to get to know other ADON's and DON's who were struggling with the same issues. It was nice to know that I was not in this alone, that I could call any one of my peers and get support or ideas. The education opportunities are outstanding at both our Fall and Spring Conferences. I truly have only missed 1 conference since I joined. Since I joined I have been part of the education/scholarship committee and almost 2 years ago I was accepted onto the board as corresponding secretary which has allowed me to become closer to a lot more members. It also gives me a chance to help others just coming into the field or position. I firmly believe that we all learn from others and from helping others. I have in the past 2 years transitioned to assisted living as a Clinical Administrator, this is an area that is growing quickly and changing at such a rapid speed I do not know how any of us could navigate this without supporting each other. We are a family of caregivers that need support to care for our staff in order for them to care for the residents we all serve. Without MN-DONA I don't believe that I would be as effective at my position or been able to endure the ups and downs for the past 9 years. We all need support at one point and we all have support we can share. MN-DONA is a great organization to give and receive that support.

– *Lori Angell, Clinical Administrator at The Farmstead of Andover, Recording Secretary 2016-2017*

See page two for more information about the offices from the MN-DONA Constitution:

ARTICLE IV

Officers

Eligibility. Candidate must provide proof of current employment as Director of Nursing, Assistant or Associate Director in a licensed Long Term Care facility preferably two years. Candidate must be actively involved in MN-DONA/LTC and has been a member of MN-DONA/LTC for preferably two years. This information must be verifiable by the Nominating Committee. Inaccurate or non-verifiable information will disqualify candidate from seeking office for a period of three years. All officers of the organization shall be actively employed as a DON/ADON/RN's in leadership positions. Should the employment status change, a one year transition period will be allowed.

Terms of Office. The term of office for the President Elect is two years, elected every two years in the odd year. The President Elect assumes the duties of President after one term as President Elect. Terms of office for Recording Secretary and Corresponding Secretary shall be two years, elected in even years. The term of office of Treasurer is two years, elected in the odd year. Terms of office of District Directors shall be two years. No member shall be eligible to serve more than two consecutive terms as District Director. Odd numbered districts shall elect a District Director on odd years and even numbered districts shall elect a District Director in even number years. If an officer position is vacated during their term, the Executive Committee shall appoint a replacement to complete the term of office. Terms are effective at the annual meeting.

ARTICLE V

Duties of the Officers

Section 3. Recording Secretary. The Recording Secretary shall be responsible for keeping minutes of all meetings held by the Board of Directors and Executive Committee. Meeting minutes shall be forwarded to the Board of Directors members for clarification and correction. After the Board of Directors approval the meeting minutes will be made available to the general membership.

Section 4. Corresponding Secretary. The Corresponding Secretary shall be responsible for the dissemination of any and all correspondence including the newsletter of the organization as determined by the President or Board of Directors. By virtue of the office, the Corresponding Secretary shall be a member of the Board of Directors.

Section 6. District Director. The District Director shall act as a liaison between the local members residing in his/her district with the Board of Directors. The District Directors shall report to the Board of Directors on a quarterly basis, supply proposed agendas, meeting minutes, and any assessed fees for meetings to the Board of Directors for approval. The District Directors may appoint Area Coordinators, as required, to facilitate communication and development. Area Coordinators will not be included as members of the Board of Directors. The District Director may authorize a proxy in writing to represent him/her at a Board of Directors meeting. The proxy has the ability to vote as needed. No district director may hold more than one office concurrently.

If you have additional questions, please talk with any Board Member or contact Deanna Merdink at the MN-DONA Office.

To nominate yourself or a fellow MN-DONA member, please complete the attached form and submit it by March 2, 2018.

MN-DONA

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