



## Association of Pediatric Hematology/Oncology Nurses (APHON)

Annual Business Meeting Minutes

September 13, 2024

Salt Palace Convention Center - Salt Lake City, Utah

### Welcome & Call to Order

The annual business meeting of the Association of Pediatric Hematology/Oncology Nurses (APHON) was called to order at 12:11pm MT by Dyane Bunnell, APHON President 2023-2025.

### Quorum Established

APHON's Secretary, Mary Newman called for Active and Emeritus members to electronically check-in to establish a quorum. It was confirmed that the quorum was met with more than 100 members present, and this was generally accepted by the members present.

### 2023 Annual Business Meeting Minutes

The minutes of the previous year's annual business meeting, held in Cleveland, OH on September 23, 2023, were presented for approval. An amendment was presented to amend Section 8 to reflect the 2<sup>nd</sup> year of the FAPHON program, instead of its inaugural installation. **Motion:** To approve the minutes from the 2023 APHON Annual Business Meeting. **Carried by unanimous consent.**

### APHON President Report

President Dyane Bunnell shared highlights of this year's accomplishments which included:

- A refreshed Strategic Plan for 2024-2026
- The launch of APHON's Governance webpage containing key governing documents and policies.
- Launching the Leadership Development Committee and successful APHON slated election
- Health Policy and Advocacy Agenda initiatives and called APHON members to be nurse advocates to champion, campaign and endorse what is right.
- Continuation of active collaborations with over 10 organizations that represent nurses and pediatric hematology oncology care.
- Shared the numerous sign-on letters the Advocacy committee has reviewed and discussed; mentioned the work behind reactivating of the Legislative Action Center.
- Announced over 102,757 NCPD contact hours were issued in 2023 and the continuation of offering complimentary 1-hour JOPHON courses in the ACE Center to APHON members.
- Chemotherapy/Biotherapy Program continues to be a success, and the renewal cycle was changed to every 2 years.
- Operationally, all APHON products are shipping faster than before due to working with a new fulfillment business partner.
- Medication Fact Sheets continue to be complimentary to APHON members.
- A new Core Curriculum book will launch in 2025 and APHON members in attendance at the conference were provided access to preview the first few chapters of the book.
- Revamping APHON's donation program and the APHON board renamed the general unrestricted fund to be the Star Fund.
- In 2025, APHON members can expect a member needs survey, strengthened support for APHON Chapters and preparing for APHON's 50<sup>th</sup> Anniversary.

### Treasurer's Report and Financial Update

APHON Treasurer, Kaye Schmidt provided the membership with financial highlights from fiscal year 2023. Highlights included:

- Stabilization was a priority after the transition
- Revamped the chart of accounts to better match financial reporting needs
- Increased transparency with monthly financial reports



- Streamlined filing state registrations for Headquarters and local chapters
- Adopted a new investment policy
- Most importantly, APHON received a clean audit report for the 2023 fiscal year
- In 2023, APHON's net fund balance decreased due to transition costs. Comparing end-of-year 2023 to previous years, APHON had higher balances due to lower pandemic-related expenses, however APHON's financial position aligns with pre-pandemic levels. APHON's fund balance is stable at approximately \$1.6 million, with preliminary July figures indicating a slight increase, suggesting a positive trend.
- Educational courses and the Annual Conference continue to be the biggest sources of revenue for APHON; however, the organization continues to need further revenue-generating opportunities.

### **APHON Headquarters Update**

APHON's Executive Director, Allison Summers shared insights on the make-up of the APHON Staff team and how they support the APHON community. Allison Summers reported that APHON's technology is now on one singular platform, compared to the four different platforms historically used by APHON. Work continues to move forward with refining the public website and returning the member directory. APHON members were encouraged to seek Allison to ask any questions they might have.

### **Chapter Honors**

APHON's Local Chapter Committee Chair, Erin Friedman shared the highlights on the incredible work the local chapters are doing. The local chapters award recipients were:

- Local Chapter Excellence Award: APHON Arizona Chapter
- Local Chapter Community Service Award: APHON Long Island Chapter

### **Recognition of Award Winners**

The following awards were announced:

- Dr. Patricia Greene Leadership Award: Anne Marie Sterk
- Dr. Casey Hooke Distinguished Service Award: Kristin Belderson
- Dr. Nancy E. Kline Mentoring Award: Colleen Nixon

### **Leadership Development Committee Report: Election Results**

APHON's Leadership Development Committee Chair, Scarlett Czarnecki shared the results of the successful slate ballot, in which quorum was met, and results were validated, elected the following officers to serve on the 2024-2025 Board of Directors:

- President-Elect: Amy Newman, PhD RN CPNP-PC
- Treasurer: Kaye Schmidt, MA RN CPHON® NEA-BC
- Director-at-Large: Mindy J. Bibart, DNP RN CPHON® NEA-BC CPPS CBBSS
- Director-at-Large: Danielle Gunter, PhD RN CPN

APHON President Dyane Bunnell shared appreciation to Immediate Past President Janice Nuuhiwa for her leadership and dedication as a board member, President-elect, president and past president.

### **Installation of the 2024-2025 APHON Board of Directors**

Past President Joan O'Hanlon Curry installed the members of the 2024-2025 Board of Directors, this included returning and newly elected Board members: Dyane Bunnell – President, Amy Newman – President-Elect, Kaye L. Schmidt – Treasurer, Mary Newman – Secretary, and Directors-at-Large: Sharon Bergeron, Mindy J. Bibart, Ijeoma Julie Eche-Ugwu, Danielle Gunter, and Amy Haskamp.

### **Adjournment**

The meeting was adjourned by Dyane Bunnell, APHON President 2023-2025, at 1:00 pm MT.