PMA Executive Board Meeting Agenda
Tuesday, May 17, 2010
5:30 pm-6:30 pm

I. Call to order (@ 5:36)

II. Review of agenda

III. Financial report
   a. May: $83.68 in bank, $68.99 in cash
   b. Transfer names?
   c. Should get $1200 back from ASUH
   d. Fundraisers
      i. CPK (Valynn)
      ii. Krispy Kreme at Walmart? (will consider once reimbursed)
      iii. Birthday/candy gram ongoing fundraiser (Fall and Spring)
         1. Gratitude week (Thanksgiving)
      iv. Bake sale (permits?)
      v. Direct payment for food
   e. Spring 2010 reimbursements

IV. Schedule of board meetings (1x every month, 2x in August)
   a. Wednesday, June 23 @5:30
   b. Wednesday, July 14 @ 5:30
   c. Wednesday, August 4 @ 5:30
   d. Final meeting on Friday, August 20, 2010
   e. Venue: Sinclair (Valynn will reserve online)

V. Schedule of general meetings
   a. First GM on Wednesday, September 1, 2010
   b. First Wednesday of every month then after
      i. October 6
      ii. November 3
      iii. No meeting December
      iv. Board meetings will be 1 week before
   c. Doors open at 5:30, Meeting starts at 6-7:30
   d. Room reservations: Bilger 152
      i. CC: Room reservation forms, walk to facilities (Isa and Valynn)
      ii. $30 for Fall
      iii. No AC
      iv. Isa not need to be present first
      v. Second meeting need payment
      vi. 4:30-8:30 room reservation

VI. Announcements
   a. Community service
      i. Liana made spreadsheet of contacts, will work on schedule by July
      ii. Modesto to set up Google calendar for exec officers to put tentative events
b. Medical Education
   i. No contacts yet
   ii. Will schedule guest speaker: Contact Liz?
      1. Dr. Andrew Nichols?
   iii. Sarah Brinsfield proposed activities with Dr. Kasuya
   iv. EMS ride-alongs (4 members)
   v. Tripler physician’s luncheon
   vi. Kid’s Fest (October)
   vii. Kapiolani H1N1 Flu Vaccine (Dr. Ken Nakamura)
   viii. Physician shadowing opportunities
   ix. PMA business card?
   x. Spring health fair (with JABSOM?)
      1. Nik and Jess spearheading
         2. Collaboration of Pre-Health organizations: PPA, School of Nursing, Pre-Vet, Pre-Optometry, public health social work (Jess to get list)

c. Student Relations
   i. Socials (1x/month)
   ii. Games: football, women’s volleyball
   iii. Homecoming
   iv. Results of email to members: More volunteer opportunities
   v. Partnership with volunteer organization (Kaukau wagon)
   vi. Will send out survey inquiring what members want
   vii. Two socials in September
      1. Rent out gamesroom for mixer (PMA members only)
         a. First or second Saturday after First GM (Sept 4)
      2. Barbeque joint-picnic in September (1x/semester)
         a. Saturday after last club has first meeting (Sept 18)
         b. Bio, chem, pre-pharmacy club only
   viii. Interclub Tournament (annually)
      1. Sharon still has trophy
   ix. Mentorship program within PMA? Justin will try

VII. Sara will make contact list, put up on Laulima
   a. Jess will send contacts from Liz on Laulima
   b. Post passwords on Laulima
   c. Sara will do address book of members

VIII. Board decisions
   a. Surveys
      i. Surveymonky (Jess)
ii. Survey by Nik and Valynn
   1. Send out at end of Fall semester to plan for Spring
b. Need PMA constitution, all exec members should review
c. Committees
   i. To promote leadership of members
   ii. Liana will have community service committee
d. Update website (talk to Sharon)
   i. Profile pictures
   ii. Maintain website as is.
   iii. Update pictures
   iv. Twitter (Liz)
   v. Facebook (Duane)
e. Update of membership forms, waiver, survey for Fall 2010
   i. Include birthday dates
f. Fall 2010 Recruitment (classes)
   i. Will discuss in August
g. Shirt orders
   i. Have enough for now
h. Name tags (change template?) Modesto and Justin
   i. Liana will contact Cherie for CC contact
   i. Business cards

IX. Officers Party
   a. Friday, June 4 @8 pm
   b. Shokudo

X. Homework: Review constitution
   a. Yay/nay at next meeting
   b. Exec officer profile (By August)
   c. Birthdays

XI. Meeting adjourned at 7:01pm