

# *SGNA Regional Leadership Session*



Society of Gastroenterology Nurses and Associates, Inc. | [www.sgna.org](http://www.sgna.org)

# *Jean Stoa, BSN RN*



Regional Societies Committee Chair  
*President of Arizona Regional Society*



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# *Thank You Regional Societies Committee*

## **2020-2021 Regional Societies Committee**

Emma Rogers

Jean Stoa, Chair

Jo Sienknecht, Co-chair

Judy Currier, Board Liaison

Katy Crenshaw

Marla Tobin

Mary Pierce

Tanya Flake Cain



# Tonight's Agenda

1. **Recap of last night's regional purpose breakout groups**
2. **Review of Regional Processes**  
*Sarah Heemstra, SGNA Membership Coordinator*
3. **Staying Connected in a Virtual World: Panel Discussion**  
*Jeannie Stoa, Arizona Regional President*  
*Laura Romero, North Texas Regional Officer*  
*Marcela Benitez-Romero, North Texas Regional Officer*  
*Rie-ann Jansen, Wisconsin Regional Officer*  
*Facilitated by Mary Pierce, Michigan Regional President*
4. **2020 Regional Rechartering Ceremony**  
*Lea Anne Myers, SGNA Immediate Past President*
5. **Closing Remarks**  
*Jeannie Stoa, BSN RN, Regional Societies Committee Chair*



# *Breakout Room Recap*



# *Breakout Room Recap*

1. Why does your region exist? Think about these points and how they play a role into the purpose of your region.
  - Your involvement in the local GI community.
  - Your participation in legislative activity at a local and state level.
  - The types of fun activities your region organizes throughout the year.
  - Education you provide on a yearly basis.
2. What is the most valuable thing your region offers your regional members?
3. Are there barriers in place by National that keeps you from being more successful in achieving your purpose?



# *Key Themes and Takeaways*

## **Why does your region exist?**

- Education and contact hours
- Networking and collaboration
- Community involvement
- GI resource

## **Valuable Regional Offerings**

- Scholarships
- Reimbursement for certification (some regions)
- Collaboration and networking
- Peer support



# *Key Themes and Takeaways*

## **National SGNA Barriers**

- Membership
- IT support
  - Website maintenance
  - Support for running virtual education
- Contact hour approval and cost
- Webinar cost
- Succession planning





# *Review of Regional Processes*

Sarah Heemstra, SGNA Membership Coordinator



# *Required Disclosures*

**1. Completion:** Successful Completion of this Continuing Nursing Education (CNE) Activity is based on:

- Being registered for this activity
- Attendance at entire program
- Completion of the Evaluation

**2. Conflict of interest:** No relevant relationships with commercial interest organizations whose products are related to the program content were identified.

**3. Accreditation:** The Society of Gastroenterology Nurses and Associates, Inc., is accredited as a Provider of Continuing Nursing Education by the American Nurses Credentialing Center's Commission on Accreditation. **1.25 contact hours** will be awarded upon completion of day two.

**4.** No commercial support has been provided for this program.



# *Objectives*

At the conclusion of this presentation, the participants will be able to:

1. Complete the regional bylaws amendment process
2. Complete all rounds of regional rechartering
3. Effectively promote SGNA membership opportunities and involvement



# Regional Bylaws

- What are bylaws?
  - A nonprofit's bylaws are a legal document that dictates how the organization must be governed.

## SGNA Bylaws

### Article I: Name

The organization is a Wisconsin Nonstock and Not-for-Profit Corporation, the full name of which is the SOCIETY OF GASTROENTEROLOGY NURSES AND ASSOCIATES, INC. (hereinafter referred to as the Society).

### Article II: Purposes

The purposes for which this Society has been formed and will be operated are:

- to unite in one Society persons engaged in any capacity in the fields of gastroenterology and/or endoscopy nursing;
- to encourage and develop educational programs for persons in such fields;
- to advance the technology, science and arts of practitioners in such fields; and
- to cooperate with other professional societies, corporations and governmental bodies involved in such fields.

The property and income of the Society shall be used solely for the above-referenced purposes and shall not inure to the benefit of any individual, and the Society shall not engage in any activity which would prevent it from gaining or cause it to lose status as an exempt organization under Internal Revenue Code Section 501(c)(6).

### Article III: Membership

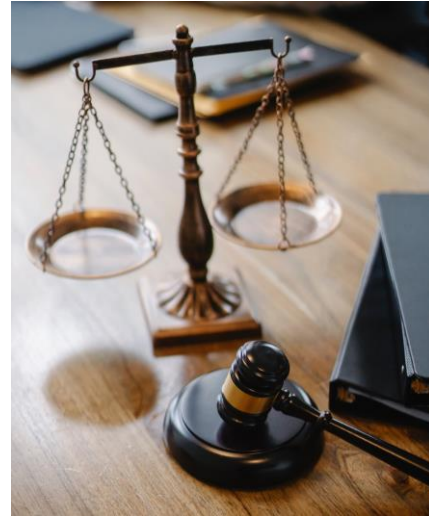
#### 3.01 Eligibility (Qualifications)

Membership in the Society shall be open to all qualified individuals involved in or associated with gastroenterology and/or endoscopy nursing practice.



# *Important Do's of Bylaws*

- Know what's written in your bylaws
- Follow regional bylaws
- Keep bylaws relevant
- Create a separate policy manual



# *Amending Regional Bylaws*

SGNA policy H-5 defines the process for communication and approval of regional requests for bylaw changes



# *Steps to Amending Regional Bylaws*

1. Amendments to regional bylaws shall be submitted in writing to SGNA no later than 30 days following the adoption of the amendments.
2. SGNA Headquarters will forward these changes to the committee chair and director of regional societies for their review
3. The Board will be notified of the requested change in the form of a Consent Report, generated by the Director of Regional Societies.
4. The Director of Regional Societies will communicate with the Regional President whether the requested bylaws change was approved or denied.



# *Regional Rechartering*

- In order to maintain its charter, all regions must complete a series of steps each year.
- Three rounds beginning in the fall
- Submitted via online SurveyMonkey forms
  - All forms are available on the [Regional Officers Resource page](#) under the *Rechartering Resources* section.



# *Rechartering: Round One*

1. Regional officer data sheet
  2. Submit bylaws
  3. Proof of 6 educational
  4. Regional events
- Due December 31
  - Completed by regional president



# *Rechartering: Round Two*

## 1. Annual Income and Expense Report

- Completed by regional treasurer and due early February
- Must be submitted by the published deadline to ensure proper tax filing with the IRS
- SGNA National risks the loss of its Non-Profit status if all regions do not comply with this deadline

## 2. Sponsorship Data Sheet



# *Rechatering: Round Three*

- Regional Insurance Deduction
- Completed by SGNA HQ in first quarter
- \$85 deducted from each region's 2021 first quarter regional dues payment
- The Regional Treasurer will receive a receipt of payment



# *What happens if we don't complete all steps?*

- Failure of a regional society to submit the required items by the deadline will result in a one-year probation and loss of all rights and privileges including loss of seating at that year's House of Delegates and Rechartering Ceremony.
- If the region on probation submits the required information at a later date, the charter may be renewed by the board at any regular board meeting.

# SGNA Membership Opportunities and Recruitment

- Membership Referral Program
- SGNA Flash Sales
- Willingness to serve form



# *Member Referral Program*



- Help grow and strengthen SGNA
- Word of mouth referrals
- Between now and August 31, 2021, for every new member you refer to SGNA, you will receive 10% off your membership for the following year.
- The more new members you refer, the greater your discount at renewal time.
- Example: you can earn a free membership for 2022 if you have 10 or more successful new member referrals during this time frame.

# *Membership Flash Sale*

- November flash sale preview
  - November 10-12
  - One free live webinar in 2021 and name entered into grand prize drawing
  - Help us promote!



# *Willingness to Serve Form*

Serving as an SGNA volunteer is your opportunity to share your knowledge, passion and skills with your colleagues while contributing to the advancement of the field of gastroenterology.

- Form will open in January 2021
- All existing committee members must still complete the form
- SGNA website > Member Resources > Get Involved > review committee and volunteer opportunities





# *References*

- Nonprofit Bylaws: The Dos and Don'ts. *501c3.org*
- SGNA Policy H-5 Amendments to Regional Bylaws
- SGNA Policy H-1 Regional Society Chartering



# Questions?

- Submit your questions to the Q&A box
- Future questions can be emailed to [info@sgna.org](mailto:info@sgna.org)



# *Staying Connected in a Virtual World: Panel Discussion*

*Jeannie Stoa, Arizona Regional Officer*

*Laura Romero, Greater Houston Regional Officer*

*Marcela Benitez-Romero, Greater Houston Regional Officer*

*Mary Garcia, Wisconsin Regional Officer*

*Rie-ann Jansen, Wisconsin Regional Officer*

*Facilitated by Mary Pierce, Michigan Regional Officer*



# *SGNA Regional Rechartering Ceremony*

Lea Anne Myers, SGNA Immediate Past President



# *Congratulations to our 2020 regions!*

Alabama	Greater Orlando	Chesapeake Tri-State	Western New York	Greater Houston
Arizona	South Florida	New England	Eastern North Carolina	North Texas
Arkansas	Georgia	Michigan	Western North Carolina	South Central Texas
Northern California	Hawaii	Minnesota	North Coast Ohio	Pacific Northwest
Southern California	Central Illinois	Nevada	Ohio	Wisconsin
Rocky Mountain	Chicago	Central New Jersey	Central Oklahoma	Heartland
Connecticut	Indiana	Northern New Jersey	Pennsylvania	Old Dominion
Central Florida	Midwest	Central New York	Carolina	Vermont
Florida's Gulf Coast	Kentucky	Hudson Valley	Low Country	New Mexico
	Magnolia	Long Island	Tennessee	Ocean-Monmouth
	Maine	New York Metropolitan	Greater Fort Worth	Palm Beach Treasure Coast



# *Cheers!*



Please share a favorite regional memory over the last few years in the chat box!



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A Day For Smiles by Mixaund | <https://mixaund.bandcamp.com>  
Music promoted by <https://www.free-stock-music.com>

# *Housekeeping Items*

- The evaluation form for tonight will be available in your eLearning profile. Certificate will be available upon completion of evaluation.
- If you have any additional questions, please email [info@sgna.org](mailto:info@sgna.org).



*Thank you for joining us!*



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