



## Southern Nursing Research Society Annual Board/Committee Report Form

Please e-mail your report to:  
Ann Mehan Crosse, Executive Director  
amehan@resourcenter.com

No later than **January 14, 2011**

Name of Board Member or Committee: Secretary

Committee Chair: Elizabeth Reifsnider

Daytime Phone #: 409-772-8262

Email Address: elreifsn@utmb.edu

Committee Members: Victoria Menzies, Lynne Andrus

Annual Accomplishments:

1. Review of Policy and Procedure Manual and appropriate changes recommended.
2. Review of Bylaws with appropriate changes recommended.

Committee Goals for Coming Year:

1. Accurately record membership discussion at Annual Meeting.
2. Support SNRS Board and Membership through accurate minutes of proceedings.

Action needed, motion or policy to be approved by the Board: None at present.