

South Dakota Society for Respiratory Care  
Board of Directors Meeting Minutes (Approved)  
**Monday, September 14<sup>th</sup>, 2015, 3:30pm CST**  
**Holiday Inn Board Room – Ground Floor**

- I. **Call to Order: Dawn called meeting to order @ 1528 CST**
- II. **Members Present: Dawn Rost, Dominique Hurley, Jessica Winterboer, Dave Hodgson, Julie Dowling, Sandy Brown, Lacy Wilder, Abby Hansen, Amber Wurdeman, Shelby Thomas, Jordan Dykstra**
- III. **Guests: none**
- IV. **Secretary's Report** – Minutes from the June 2015 meeting were presented for approval. Dave motioned to approve meeting minutes, Jordan 2<sup>nd</sup>. Motion carried.
- V. **President's Report** – Dawn presented President's Report to be sent out to the membership.
- VI. **Treasurer's Report** – Jessica presented the account balances as of 9/13/15. Jessica also presented the Historical Budget for 2015. Dawn made motion to approve treasurer's report, Julie 2<sup>nd</sup>. Motion carried.
- VII. **Delegate's Report** – Julie talked about the high points from the HOD meeting. Please see HOD report for the complete report.
  - a. Specific items of interest for BOD
    - i. PowerPoint from Tony Lovio on 501c6 and filing 990 tax return
      1. All AARC Affiliates to be 501c6 which we are.
    - ii. Suggested that all affiliates be bonded. Dawn will look into if it is recommended for the entire BOD or the treasurer.
  - b. All approved meeting minutes to be sent to AARC contact moving forward.
  - c. Will be able to upload our AARC CRCE transcript directly to NBRC site for those people needing to submit credits for maintaining credentials.
- VIII. **Standing Committee Reports**
  - a. Financial Review – Jessica
    - i. 2016 preliminary budget to be presented to membership at the Annual Business Meeting, Tuesday, September 15<sup>th</sup>, 2015.
  - b. Bylaws –**no new information at this time**
  - c. Legislative - **no new information at this time**
  - d. PACT – **report to be given at ABM**
  - e. Membership – Lacy / Abby presented membership report.
    - i. 265 active members
      1. Dominique listened to an AARC Webinar which provided information on the membership price increasing by \$9-\$10. The Webinar did not cover information on increasing membership.
    - ii. Lacy/Abby held off on sending out postcards to inform members that they were in need of renewing or would be lapsing.
    - iii. House of Delegates Best Practice Presentation included the Virginia Society that had a process of students make phone calls to members prior to lapsing and then after lapsing. Virginia saw success with this practice. Discussion on adopting this practice. Dawn proposed that a proposal be made to have the students make phone calls, with a job description and script for making phone calls. Lacy will be the contact person for the West side students and Dominique will be the contact person for the East side students. BOD members to edit script by October Board meeting. Dawn will also talk with Mary Reinesch to fill her in on this idea.
    - iv. AARC will increase membership dues October 1, 2015
    - v. Last year, 2014, we drew for a free 2015 conference pass. Discussion on repeating this practice in 2015. Names eligible for the drawing are those members that are active AARC members.

- f. Nominations-Elections – Dominique
  - i. 2015 Election Results for 2016 BOD members
    - 1. Dominique had set up online voting this year.
    - 2. Feedback on this process was overall positive.
      - a. 54% voter turnout. 2014 had 48% voter turnout.
- g. Program-Education – Dawn
  - i. Registered Vendors
    - 1. 33 paid vendors. 32 will be in the vendor hall-one has had to withdraw due to family illness but had already paid.
    - 2. Free cocktail hour with drinks and appetizers during the vendor hall time at the end of the conference day one.
  - ii. Registered Attendees
    - 1. 90 for Tuesday
    - 2. 84 for Wednesday
      - a. 90-106 for entire conference.
  - iii. Pre-Conference Seminar Attendees
    - 1. 60 attendees for pre-conference
  - iv. Successes and Failures/Areas for Improvement
    - 1. Questionnaires for attendees as well as a separate questionnaire for BOD members to provide feedback for the future conferences to help identify areas of improvement. Questionnaire due at Post-Board Meeting.
  - v. 2016 Conference Options
    - 1. Currently there are not any bids to host the 2016 SDSRC.
    - 2. Tomorrow the 2016 Conference will be brought up at the Annual Board meeting for bid offers.
      - a. If there are not any bids, the BOD will have to determine if Sioux Falls will host again or what the other alternatives are.
- h. Website-Public Relations – Sandy
  - i. The AARC would like to ask the state affiliates to place the following YouTube video on each states webpage. “Don’t be like Steve” <http://www.aarc.org/campaigns/dont-be-like-steve/>
  - ii. Election information and Therapist of the Year information was taken off website. Char’s picture will be added to the website.
  - iii. Sandy had a request from an Angie Moran in Pierre wanting to post a job position on the SDSRC website. Discussion will need to take place in regards to cost of listing, terms and conditions.

**IX. Old Business-none**

**X. New Business**

- a. Welcome new Student Representatives
  - i. Welcome to Amber and Shelby as the RT Student Representatives on the BOD.
- b. Board selection of 4<sup>th</sup> Quarter Spotlight RT
  - i. Drawing from active AARC members for 4<sup>th</sup> Quarter Spotlight RT. Winner of the drawing Debra Buehner. Alternates: Cindy O’Donnell, and Jessica Schoolmeester.
- c. COPD State Medicaid Initiative – AARC asking for society assistance
  - i. The AARC is trying to position RTs in different settings to provide access for COPD patients etc. to help reduce admissions and readmissions. The AARC is looking for volunteers to help gather information from the Medicaid Database.
    - 1. Dawn will email information to those interested in potentially volunteer.
- d. AARC Military Service Liaison
  - i. The AARC is looking for each state society to have a military liaison to enhance veteran awareness of the Respiratory Care career.

1. Two year commitment to be a mentor to military personnel that is reentering civilian lifestyle.

**XI. Announcements**

- a. DSU Scholarships announced – Cheyann Kessler, Thompson Marin
- b. Next Scheduled BOD Meeting to be determined following Post Board Meeting
  - i. Look for an October meeting.
- c. Recognition Award to be given to Dr. Brian Hurley at the beginning of the 2015 Annual Business Meeting.

- XII. Adjournment** Sandy motioned for meeting to be adjourned, Dave 2<sup>nd</sup> motion. Motion carried. Meeting adjourned at 1704.