

SOUTH DAKOTA SOCIETY FOR RESPIRATORY CARE TELECONFERENCE

Wednesday, February 19, 2014

10:00 a.m. Central (9:00 a.m. Mountain)

Sanford Hospital Respiratory Dept. Conference Room

RRC Hospital Respiratory Care Department

- I. **Call to Order:** Sandy Brown called meeting to order at 10:02 CST. Sandy asked for motion to adjust agenda as needed. Julie D., motioned, 2nd Dawn. Motion carried.
- II. **Members Present:** Lacey not present.
- III. **Welcome New Members:** Sandy welcomed new members. Ashley Herron-Delegate; Lacey Wilder-Director at Large; Jordan Dykstra-Secretary
- IV. **Secretary's Report:** Jordan Dykstra-Julie motioned to accept previous meeting minutes, Julie motioned, 2nd Angie.
- V. **Business Actions/Decisions made outside of scheduled Board Meetings** (mail votes, e-mail votes, etc.) None.
- VI. **Treasurer's Report:** Eve Minkel (not present, emailed)
- VII. **Committee Reports:**

Financial Review: Eve Minkel (not present)

- Lobbying Agreement per Sandy securing Tim Doherty as lobbyist. Signed in January 2014.

Membership--Directors at Large: Donna Divis and Lacy Wilder

- AARC Membership Update 255 active members, 24 lapsed memberships. Reminders being mailed. Sandy asked for tracking of how effective the post cards are. Discussion on student memberships, renewals, etc.

Elections and Nominations: Don Anderson (not present)

- 2013 SDSRC Election Report (242 ballots prepared to SDSRC members, received 111 back, 3 invalid. Total counted 108). 46% return. Hand delivery helped with ballots returns due to reminder with the batch mailing.
- 2014 SDSRC Board Positions - President Elect, Secretary, Treasurer, Director at Large. Sandy asked if listed on website. Nomination form updated and positions listed link on website. Nominations due Oct 1st. Don will prepare the ballot again this year.
- 2014 Therapist of the Year - Angie suggested we start looking for nominations now. In July the decision should be made who is Therapist of the year so that they can make plans to attend. Sandy asked if we need a deadline on the form on the website. Motion for deadline for July 1st of every calendar year by Dawn 2nd Angie. Motion carried. Discussion: Dawn asked if we could use the AARC mass emailing to send a reminder to members that nominations deadline to July 1st. All in favor: yes, opposed none.

SOUTH DAKOTA SOCIETY FOR RESPIRATORY CARE TELECONFERENCE

Wednesday, February 19, 2014

10:00 a.m. Central (9:00 a.m. Mountain)

Sanford Hospital Respiratory Dept. Conference Room

RCR Hospital Respiratory Care Department

- Program and Education: Ashley Herron and Pete Winder 2013 Conference Report/ALA Raffle – Pete Winder emailed report to Sandy. Sandy will forward to Board. Total 103 attendees, 28 vendors.
- 2014 Conference Report – Ashley Herron-update on 2014 Conference. Meeting on a monthly basis with people in Rapid about 2014 fall conference. A quilt is being donated for ALA raffle. Lengthy discussion on booth prices for the 2014 conference. Motion to continue booth price Ashley 2nd Dawn. Motion carried. Clarification of conference date Sept. 16th and 17th, 2014. Registration prices: Discussion on registration prices: 12 CEUs for \$110. Motion for registration fees to leave the same Ashley 2nd Dawn. Motion carried. Discussion on vendors and speakers.

Bylaws: Tom Cahill-Bylaws not due till 2017. Discussion on submitting bylaws early due to amount of bylaws needing to be reviewed. Board members to look at the bylaws on the website and email Tom if there are changes requested/needed by April 1st to have ready for May meeting. Tom will make a composite for next meeting to review.

Publications and Chapter Affairs: Angie Haugen

- SDSRC Website -Icon on website for Virtual Museum. Save the date added to website for the 2014 Conference. Eve working to get PayPal up and running for registrations to start taking place. Meeting dates posted. Updated elected board members list on the website. 2013 HOD report posted. 2014 nomination for board members posted. Discussion about posting Avera Pulmonology Day is it advertising vs educational opportunity. Suggestion from AARC to put links on ours to theirs i.e. virtual museum. Board Okayed to place links on our website to the AARC website.

Public Relations: Angie Haugen-Reminder to get involved with the community. Discussion on becoming more involved with the community by putting info on the website such as month/awareness days to the website i.e. COPD awareness, CF, etc. Sandy request that we start listing these on the website. Monthly events will be posted a month ahead of time on the website.

Legislative Ad Hoc: Dan Wagner –2014 SD Legislative Report –Dan not present. Sandy has been emailing the reports from Tim Dougherty. Discussion.

Delegates Report: Julie Dowling and Ashley Herron

- Update from AARC HOD meeting November 14-15, 2013 in Anaheim, CA

SOUTH DAKOTA SOCIETY FOR RESPIRATORY CARE TELECONFERENCE
Wednesday, February 19, 2014
10:00 a.m. Central (9:00 a.m. Mountain)
Sanford Hospital Respiratory Dept. Conference Room
RCR Hospital Respiratory Care Department

Julie's HOD delegates report on the website. Welcome Ashley to HOD. The next HOD meeting is July 18th and 19th

PACT Report: Carleen Waltner –2014 AARC Capital Hill Day will be March 31-April 1, 2014. Report from last year submitted and is available on the website. Carleen is going to Washington D.C. March 31st-April 1st. Discussion.

- VIII. **Unfinished Business**: Policy and Procedure Manual-Standing Rules- Discussion on putting the Standing rules into policy format. Standing Rules to be reviewed and updated. Sandy will forward standing rules. Send suggestions/thoughts on Standing Rules to Sandy by April 1st in order to be able to discuss at the May meeting. SDSRC Facebook page-Discussion on creating an SDSRC Facebook page. Julie will look into this.
- IX. **New Business**: State Society Workshop in Dallas-April 13-14, 2014. Dawn will be attending this workshop. Dawn will email Eve to see if it is budgeted in to attend this year. Advisory Committee met and are looking for another meeting date. Discussion on SDBOMOE and advisory board which Tom and Angie stand on. Discussion about dates for upcoming May SDSRC meeting and having meeting as a teleconference vs meeting in Chamberlain. Agreed to have meetings over teleconference vs meeting in person in Chamberlain. Potential date for meeting May 7th. Dates for July meeting possibly July 8th.
- X. **Adjournment**: Motion to adjourn the meeting at 11:48 CST by Julie, Dawn 2nd.