

**South Dakota Society for Respiratory Care
Board of Directors Meeting
Sunday, November 19th, 2017 @ 1302 CST
Meeting Minutes (Approved)**

- I. **Call to Order:** Dawn called the meeting to order @ 1302 CST
- II. **Members Present:** Dawn Rost, Lori Salonen (via phone), Kimberly Kuiper, Char Raley, Sarah Schoenfelder (via phone)
- III. **Guests:** Allison Stadel, student representative
- IV. **Secretary's Report** –Meeting minutes presented from the Sunday August 27th, 2017 meeting. Sarah motioned to approve meeting minutes. Char seconded. Motion carried.
- V. **Treasurer's Report** – Sarah presented the below reports. Char motioned to approve. Dawn seconded. Motion carried.
 - a. Historical Budget 2017 YTD
 - b. Income/Expense by Category 2017 YTD
 - c. Account Balances YTD
- VI. **Delegate's Report** – Lori
 - a. HOD Winter 2017 report included and sent to all members. Winter meeting held in Indianapolis, IN this year on 10/2 & 10/3.
 - b. Lora and Lori serving on Strategic Objective Ad Hoc Committee. Committee is designed to *advance the knowledge base and educational preparation of respiratory therapists to ensure the delivery of high quality patient care and foster patient safety initiatives.*
 - i. Committee reviewing Bachelor's degree vs. Associates degree for Respiratory Therapy. Discussion from board on this topic.
 - ii. Committee is also working on updating the recruitment video on AARC webpage.
- VII. **Standing Committee Reports**
 - a. Financial Review – Sarah Schoenfelder
 - i. Beginning to file paperwork to change names on banking and investment accounts.
 - b. Bylaws –Review due 2021
 - c. Legislative – Dawn (no report)
 - d. PACT – Char (no report)
 - e. Membership – Kim / Char
 - i. Current active members as of November 2017 – 229; current lapsed members - 26
 - ii. Discussion on new ways to reach out to lapsed members via mail or email. Dawn to connect with other society Presidents via ListServe to see what they are doing to draw in lapsed members
 - iii. RT Spotlight – Quarter one

1. Char to continue RT Spotlight. Will draw names and information for Q1.
- f. Nominations-Elections – Dawn
- i. As of December 31st, 2017 Dawn Rost’s presidential term will be concluded. She will be considered as past president until December 31st 2018. Additionally, Kimberly Kuiper will be active president on January 1st, 2018 with term to end December 31st, 2019.
 - ii. Election 2018 Ballot to include the following:
 1. President-Elect 2019 – Jan 2019- Dec 2019; assumes role of President for January 2020- Dec 2021
 2. Delegate – 3 yr term to finish 4 yr open term – Jan 2019-Dec 2021
 3. Director at Large – 1 yr term to finish 2 yr term – Jan 2019-Dec 2019
 4. Director at Large – 2 yr term – Jan 2019- Dec 2020
- g. Program-Education – Lacy/Abby (no report at this time)
- i. Discussion of sputum bowl interest being down nationwide. AARC now limiting participation to student teams only at their national conference. Agreement to refrain from holding sputum bowl at SDSRC conference in 2018.
 - ii. Suggestion made by Char to consider announcing AARC Picture Contest at SDSRC 2018 conference. Winner receives free AARC membership.
- h. Website-Public Relations – Dawn
- i. Contract continues with Tom Striplan continuing as webmaster and host
 - ii. Kim will assume role as website liaison to request changes/additions/updates moving forward.

VIII. Old Business

- a. Vacant BOD Positions- Consideration of Appointment of a member until the next scheduled general election. Lora done with Delegate term 12/31/2017. Lori done with Delegate term 12/31/2019. Motion made by Lori to appoint substitute delegate at the board’s discretion until next scheduled general election. Any person appointed must be a previous board member. Char second. Motion carried.
- i. Delegate 2018 upcoming dates.
 1. Summer: July 2018, San Antonio, TX. Lori suggested Kim go as new President. Kim agreed and will plan to attend.
 2. Winter: December 2018, Las Vegas, NV. Board to appoint someone closer to this date.
 - ii. Director at Large 2018
 1. 3 interested applicants (Mindy McManagle, Jennifer Hammond, Greg Peckney). Discussion by all board members on rationale for selecting appropriate replacement. Char motions to appoint Greg Peckney to Director at Large for the remainder of current term

and until next scheduled general election. Sarah seconds. Motion carried.

- b. Student Representatives
 - i. SDSRC Annual Conference Attendance
 - 1. Allison reported that February/March work well for spring dates for most student peers. Fall also mentioned as a time that would work well.
 - 2. Student peers mentioned cost as one of their biggest concerns when trying to attend conferences.
 - ii. Goal: Representative to House of Delegates Meeting (funding, school absence, academic calendar)
 - 1. Program directors willing to help accommodate student schedules with HOD Meeting/SDSRC Meeting.
 - 2. HOD Meeting most likely to work with students would be Winter session.
 - 3. Assistance with funding would likely be needed.

IX. New Business

- a. Change in Leadership of BOD January 2019
 - i. Kim Kuiper assumes role as President
 - ii. Ashley Skaare assumes role as Secretary
 - 1. Transition plan to get items from Jordan to Ashley before this occurs. Dawn to visit with Jordan about this. Skype mentioned as an option in next board meeting to help accommodate new long distance board members.
 - iii. Greg Peckney assumes role as Director at Large (pending notification/acceptance)
- b. AARC Leadership Bootcamp
 - i. April 2018, Dallas, TX. Board will work to send Kim as new President for this event.
- c. APEX Recognition Award
 - i. Lori made board aware of new award given by AARC to various qualifying facilities. Award given in October 2018. Announcement to be made to all SDSRC members early in 2018 to allow them time to work towards winning this award.

X. Announcements

- a. Next Scheduled BOD Meeting – January 2018 – TBD

XI. Adjournment- Dawn motioned to adjourn. Char seconded. Motion carried. Meeting adjourned at 1425 CST.