South Dakota Society for Respiratory Care

April Board of Directors Meeting Minutes - Approved

**Thursday, April 25th 2019**

1. **Call to Order:** Kim called the meeting to order at 1807.
2. **Members Present:** Kim Kuiper, Kayla Osborne, Linda Reese, Lacy Patnoe, Lori Salonen and Kayla Salonen via WebEx
3. **Guests:** Jeremiah Murphy
4. Kim entertained a motioned to go out of order on the agenda to allow our guest, Jeremiah, to present first. Lacey made the motion.Lori seconded. All in favor, motion carried.
5. **Secretary’s Report** – Meeting minutes from Sunday, February 2nd 2019 presented by Kayla Salonen. Kayla O. motioned to approve the meeting minutes. Linda seconded the motion. All in favor, motion carried.
	1. Progress report on goal for Secretary and Treasurer from February meeting was to find a way to store all reports electronically in one place and can be accessed by any of the Board members. Kayla O. has a 30-day trial with Dropbox. Invitations were sent to all Board members to trial. It was found that it needs to be trialed more since there were some issues with uploading files. Prices also vary monthly vs. yearly and there is a problem that it may be cost prohibitive. The Vault from Squarespace, which the Board already has an account with, has an unknown amount of space. Research will continue on what forum will have enough space and will be cost effective.
6. **Treasurer’s Report** – Kayla Osborne presented the following reports. Lacey motioned to approve. Kayla S. seconded. All in favor, motion carried.
	1. 2018 Final Budget vs. YTD
	2. 2019 Budget vs. YTD
	3. 2019 Account Balances
	4. Lacey brought up from advice from Leadership Retreat that we are not allowed to spend 10-15% of expense report on lobbyist per our tax status. Kim has previously asked advice from other boards they have advised to leave as is.
7. **Delegate’s Report** –Lori and Lacy presented the Delegate’s Report on the following topics:
	1. Progress report on Delegate goals for 2019
		1. Goal was to reach out to guidance counselors to promote RT program in the high schools throughout the state.
		2. They asked at the National level if there were a traveling tool kit that anyone could use for a standard presentation.
		3. They also inquired at the National level if they were going to update the Life and Breath video (on SDSCRC and AARC website) as it is outdated but is a great reference to use to promote the respiratory field. They did not get a definitive answer.
		4. They are also encouraging all RTs to be on the look out for opportunities to go into high schools to educate on the RT profession.
	2. b. Summer HOD Meeting and Forum
		1. Dates (July 23-24) in Ft. Lauderdale, FL
		2. Travel has been booked for Delegates
		3. Brainstorm resolutions for the Delegates to take to the HOD for the June meeting.
8. **Director at Large Reports:** Linda, Danelle
	1. Current Active Members-223/Lapsed Numbers-15 will as of April 30th/24 have lapsed
	2. ii. AARC/SDSRC conference call takeaways
	3. iii. Membership efforts to reach lapsed/lapsing members
		1. Phone calls have been challenging because people don’t answer unknown numbers anymore due to influx of spam calls
		2. The National level has updated written material to write personalized notes to new members and for lapsed members
			1. A standard of verbiage would need to be approved by the Board for any written material that is sent out
		3. Auto-renewal does not have a date yet
		4. “Myth buster for AARC renewal” will be sent out to departments/AARCConnect to promote why it is easy and beneficial to renew AARC membership.
	4. “Catch My Breath,” is a 4-week workshop/presentation program on E-cig/Juul education from the U. of Texas. Each week is only 40 minutes long and is FREE this school year but may not be next year due to funding. A link will be posted on the SDSRC website.
9. **Standing Committee Reports**
	1. Financial Review – Kayla O.
		1. Tax exempt status has been filed for 2019
		2. 2018 review of books: Kayla O. requested quotes in Rapid City.
			1. Cost of full/comprehensive audit: $6000
			2. Compilation report/review: $1500
				1. Kim has someone in Sioux Falls that may be able to do for under $400
			3. This is a firm request from AARC
			4. Lacey will reach out to HOD contact Tim about expectations, full audit vs. compilation report.
		3. Edward Jones portfolio update
			1. Jim Winterboer: The 3 month CD came due and was then rolled into a 1 year CD. The 6 month came due April 24th and Jim recommended to roll into a 9 month CD for best interest rate at 2.6%. All in agreement for 9 month CD.
	2. Bylaws – Kim
	3. Legislative – Jeremiah Murphy
		1. Jeremiah phoned into the meeting to give some information on himself and what he has in mind for the SDSRC. He is a contract lobbyist in Pierre, where he takes on a variety of clients. His goal is to educate legislators on what our views are on certain bill/topics. He is also always looking for legislation that might improve or hinder our interests, such as:
			1. Senate Bill 136 and 137, which have to do with Telehealth. These cover the protection of any healthcare professional from risks and there will be no discrimination of telehealth from insurance. These are set to come up July 1st.
			2. Watching the military spouse licensure bill, which allows spouses of active military to receive their license within 30 days of application.
		2. At the end he asked for any questions or topics we might want to have him be on the lookout for. In other states there have been licensure restrictions/de-licensure of RTs due to the perception that we only give inhalers. We asked that any legislature that might have to do with licensing would be closely watched. No other questions. Information will be sent out to board if anything arises.
	4. PACT – Kathy
		1. Hill Day 2019 findings
		2. Largest involvement for Virtual Lobby Campaign
		3. Representative for Dusty Johnson allowed her to sit in on one of the bills for 45 minutes.
	5. Nominations/Elections – Dawn
		1. 2019 SDSRC Election dates may be coincided with the annual conference
	6. Website-Public Relations – Kim
		1. New webpage/logo updates. Please provide any feedback.
	7. Licensure Advisory Board – Tom, Lanny, Angie, Mike
	8. Student Representatives – Mikenzie, Brittney
		1. Joyce Kallstrom Memorial Scholarship awarded to Brianna Gross-DSU Sioux Falls Campus. Congratulations Brianna!
10. **Old Business**
	1. Lacy attended Leadership Boot camp in March, information to be shared with BOD
		1. Fraud is being stressed especially since smaller societies are being targeted. There have been fraud emails. If anything seems out of the ordinary don’t hesitate to call Kim.
11. **New Business**
	1. Conference planning started for October. Speakers/vendors ideas needed.
	2. SDSRC planned Bingo/Bowling event? End of quarter 2; beginning quarter 3
12. **Announcements**
	1. Next meeting in Chamberlain June 10, 2019 at 12:00
13. **Adjournment**
	1. Motion to adjourn by Lori 1944. Kayla O seconded the motion. Meeting adjourned.