South Dakota Society for Respiratory Care

Board of Directors Meeting Minutes Approved

Sunday, April 15th 2018

1. **Call to Order:** Kim called the meeting to order at 1436
2. **Members Present:** Dawn Rost, Kim Kuiper, Char Raley (via phone), Sarah Schoenfelder (via phone), Lori Salonen (via phone) Absent: Ashley Skaare, Greg Pekny
3. **Guests:** Allison Stadel, Kathy Mitzel (via phone)
4. **Secretary’s Report** – Minutes presented from last meeting on March 11, 2018. No amendments needed. Lori motioned to approve meeting minutes. Char seconded. Motion carried.
5. **Treasurer’s Report** – Sarah presented the below reports. Dawn motioned to approve items a. & c. of Treasurer’s Report, with mention that item b. will be amended and resent to BOD before next meeting. Char seconded. Motion carried.
   1. 2018 April Account Balances
   2. 2018 Historical Budget
   3. 2018 Year to date income and expenses vs budget
6. **Delegate’s Report** – Lori
7. **Standing Committee Reports**
   1. Financial Review – Sarah
      1. Review of EJ investment portfolio has not been conducted yet. Sarah to have this completed before next meeting in May.
      2. Tom Cahill has 2017 books for review
   2. Bylaws –Review due 2021 -no report at this time-
   3. Legislative – Tim Daugherty -no report at this time-
   4. PACT – Char/Kathy
      1. Welcome Kathy Mitzel, BOD is excited to have her join Char. Kathy has already had a chance to visit with Kristi Noem to ask for support in RT related telehealth bills.
      2. Virtual Lobby Campaign started 4/11, will run through 5/2
         1. Char will reach out to political activist volunteers via email by 4/16 to ask for their help with promoting the Virtual Lobby Campaign.
      3. Hill Day on 5/1 with 3 meetings with staff members appointed to Mike Rounds, Kristi Noem, and John Thune.
         1. ASK: To support legislation that allows Respiratory Therapists as Tele-health practitioners to deliver disease management services to Medicare Beneficiaries with COPD.
   5. Membership – Char/Greg
      1. Current Active Members – 237. Lapsed Numbers - 8 within last 90 days and 22 lapsed members at the end of April 2018.
      2. Membership outreach
         1. Consideration given to creating a membership communication after RT enrolls as a new member, renews, or is lapsing/lapsed discussed.
      3. Recruitment efforts
         1. Idea brought forward to consider highlighting monthly RT Departments throughout the state of SD. Char to ask BOD for questions to be asking departments during this time.
   6. Nominations-Elections – Kim
      1. Dawn to serve as Elections Chair
      2. Date of election decided to run from June 15, 2018 – June 30, 2018
      3. Positions to be filled
         1. President Elect
         2. Delegate
         3. Director at Large (2 year term)
         4. Director at Large (1 year term)
      4. Groupthink discussion to boost participation statewide in election
         1. Booth at conference to showcase BOD positions and membership benefits
   7. Program-Education – Lacey and Abby
      1. Expectation of all board members to be present at Pre Board Meeting & Conference
      2. Appreciation to board members for their help at registration booth
      3. Registrations for participants and vendors coming in (35 participants/20 vendors), expect a surge in May
   8. Website-Public Relations – Kim
      1. Updates being made to keep website current
      2. Facebook page being updated regularly
      3. Board discussion about reviewing other website options, to be looked at in Fall of 2018
   9. Licensure Advisory Board - Tom, Lanny, Angie, Mike
      1. Next meeting June 14, 2018
   10. Student Representatives – Steve, Allison
       1. Planning on Graduation cards signed SDSRC BOD sent to students this year
8. **Old Business**
   1. Tom Kallstrom has selected recipient for Joyce Kallstrom Memorial Scholarship. Award to be given to student in class on 4/23 at Sanford by Kim. Award selection announced at conference.
   2. Therapist of the year nominations collected and to be sent electronically to BOD. Kim will collect votes. Will hold second run-off vote, if necessary.
   3. Susan Rohr membership renewed as Medical Director to SDSRC
9. **New Business**
   1. Bingo fundraising opportunity discussed. Sarah motioned to invest in Bingo supplies up to $100 for SDSRC Bingo related events. Char amends motion to spend up to (and not exceed) $150 on Bingo supplies for SDSRC Bingo related events. Lori seconded. Motion carried.
      1. Bingo night held in three locations throughout year (Sioux Falls x2, Aberdeen, Rapid City)as well as at the conference.
   2. Journal Club being discussed with Medical Director, Dr. Rohr. Looking at August 22-29 for first date. Ideally would like to do quarterly meetings.
      1. Kim to check on CEU opportunities with these educational meetings
   3. Board to consider appointment of future committees to provide help with special projects (Bylaw Review Committee, Membership Committee, Political Activist Committee)
10. **Announcements**
    1. Next meeting May 17th at 8:30am in Deadwood, SD before setup/registration – breakfast provided
11. **Adjournment –** Motion to adjourn made by Lori at 1624, second by Dawn. Meeting adjourned.