**South Dakota Society for Respiratory Care**

**Unapproved Board of Directors Meeting Minutes**

**August 2nd, 2022**

1. **Call to Order:** Ashley H called the meeting to order at 1704.
2. **Members Present:** Ashley Herron, Ashley Frerichs, Madison Ferguson, Kayla Salonen, Angie Haugen, Mindy McManigal
3. **Guests:** Jen Hammond
4. **Secretary’s Report** – Kayla
	1. Minutes presented from last meeting on May 4th, 2022.
		1. Amendments added via email:
			1. 2022 Proposed Budget approved by BOD via email on May 6th, 2022.
			2. Bylaws edits and review approved BOD via email on May 23rd, 2022.
			3. Bylaws edits sent out to membership for review and vote to approve via email 6/13/22 0600 to 7/14/22 0000, approved by members (21 votes yes (95.5%), 1 vote (4.5%) no).
		2. Clarification of persons in meeting minutes by utilizing last name initials.
	2. Angie motioned to approve meeting minutes. Ashley F seconded. Motion approved.
5. **Treasurer’s Report** – Lori
	1. The following reports:
		1. 2022 August Account Balances: $19,516.82
		2. 2022 Historical Budget
		3. 2022 Year to date income and expenses vs budget
			1. Deposit from the conference:
				1. $3542.65 7/5/22
				2. $5467.24 8/2/22
			2. Audit:
				1. $1000.00
			3. Edward Jones:
				1. $57,440.12
	2. Taking all submissions for 2023 proposed budget.
6. **Delegate’s Report** – Angie/Ashley F
7. Summer Forum meeting held July 26th-28th in Palm Springs, CA.
	1. Waiting on HOD “Big List” and meeting minutes from AARC for detailed report.
8. Winter HOD scheduled for November 9th-12th in New Orleans, LA.
9. **Standing Committee Reports**
	1. Financial Review – Ashley H
		1. External audit done by CPA for $1,000.
		2. Submitted to Chartered Affiliates Committee at the AARC and acknowledged. Will be reviewed next time they meet in August 2022.
	2. Bylaws – Ashley H
		1. Bylaws edits and review approved BOD via email on May 23rd, 2022.
		2. Bylaws edits sent out to membership for review and vote to approve via email 6/13/22 0600 to 7/14/22 0000, approved by members (21 votes yes (95.5%), 1 vote (4.5%) no).
		3. Submitted to the AARC Bylaws Committee for review and approval.
	3. Legislative – Jeremiah
		1. Session ended for this season. No lobbyist fees for this year.
		2. New contract for 2023 will be written and brought to the BOD for approval.
	4. PACT – Kathy
		1. Will be meeting in person in 2023.
	5. Membership – Mindy/Amy
		1. Current Active Members: 162
		2. Lapsed Members: 19
		3. Discussion of possible membership events and/or campaigns to drive recruitment.
			1. Tools going to be available through AARC and NBRC soon.
			2. Membership Appreciation events
	6. Nominations-Elections – Ashley H
		1. 2023 Election
		2. Positions up for election
			1. President Elect
			2. Treasurer
			3. Director at Large
	7. Program-Education – Mindy
		1. 2022 Annual Conference
			1. 13 vendors officially registered
			2. 2 Gold sponsorships
			3. $500 donation
			4. 12 confirmed speakers for 12 CEUs
			5. Discussion of having students volunteer to reduce cost of registration.
			6. Discussion of “host” families for student housing during Conference
			7. Kayla will email East River students for a potential headcount
		2. 2022 Annual Business Meeting
			1. First day of the Conference
			2. Reports due to BOD for review before Annual Business Meeting
		3. Pre-BOD Meeting Monday night before the Conference
		4. SDBMOE RCP Advisory Committee – Ashley H
			1. Will be rescheduled due to family illness
	8. Website-Public Relations – Kayla
		1. SDSRC website up to date with SDSRC BOD headshots and current Annual Conference information.
	9. Student Representatives – Kayla/Miaken
		1. Current status of representatives
		2. NBRC pledge to donate $5,000 to each CoARC accredited program which will be seen starting October 2022.
		3. Discussion on potential to send 1 student to represent South Dakota for Winter HOD.
		4. Discussion on potential to help with SDSRC Annual Conference expenses for East River students.
10. **Old Business**
	1. Status of Financial Review Checklist
		1. Submitted for approval. See above.
	2. Bylaws review
		1. Submitted for approval. See above.
11. **New Business**
	1. 2023 Proposed Budget
	2. Future BOD Meeting
		1. Pre-Conference Meeting
		2. Mid-September Potential Meeting
		3. Potential for recurring meetings for planning purposes
12. **Announcements**
13. **Adjournment**
	1. Kayla motioned to adjourn. Angie seconded. Meeting adjourned 1811.