

Kansas Respiratory Care Society
February 22, 2011
Washburn University, Topeka, Kansas

Attend- ing:	Meg Trumpp, Karen Schell, Suzanne Bollig, Nathan Richards, Charity Clark, Dan Conyers, John Finnegan, Troy Gooch, Debbie Fox, Pat Patterson, Terri Lesser, Curtis Kidwell, Mel Asmussen, Stacie Fox	Recorder: Stacie Fox
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Excused:	
Guests:	

Topic	Findings/Discussion/Conclusions/Recommendations	Action/Follow-up/Communications	Person(s) Responsible/Date
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Installation of Officers	Troy Gooch as Treasurer Elect		
Approval of Minutes	Dan moved to approve and Terry seconded; motion carried.		
Financial Activities	<p>See electronic financial report; discussed how to list expenses – who the money was paid to and what it was for. Also discussed what should be published; it was decided that instead of posting the report on the website, a notice will be posted stating that a written request can be submitted to the treasurer to view it. BOD Members have access to financial report on AARC connect.</p> <p>Karen made motion to approve with corrections and Terri seconded; approved.</p> <p>Pat proposed to move all money from savings to checking minus the Rus Bab Scholarship Fund money; this will keep the money separate and everyone would know the balance, Dan seconded; motion carried.</p>	Curtis to post contact information online	Pat/Curtis
	Conflict of Interests Disclosure Form was handed in by those members that had printed it off. Those that did not are to mail it into the secretary, who will be responsible for keeping/maintaining them.		Stacie
	Proposed minutes/memos will be posted in discussion area of AARC Connect; the final will be posted in the library after it is approved at the meeting.		
Organizational Restructure	<p>Get discussion of policies started via email or using AARC Connect and have beginning information by April meeting.</p> <p>Mentoring policy draft revisions: send back to committee and wait until roles are defined to make changes.</p> <p>Proposed guidelines and roles of KRCS Trustees: See electronic guidelines. Discussion that we want majority of BOD to be elected but have other positions that are appointed to get more involvement. We want to keep our experienced resources but bring in new blood; if they come in as trustees for a 2 year term, then can build relationships and work towards an elected position. Model would be to have President</p>		<p>Curtis/Pat</p> <p>Don/Dan</p>

	<p>for 2 year terms, Past President for 1 year and President-Elect for one year. Total rotation= 4 years. Same will go for the Treasurer. Discussion on rotating trustees off at intervals so that there is always some experience on board. Following the AARC model, there would be 7 elected members and 7 trustees. To ensure that we have more elected members than trustees, only 6 trustees will be appointed. Discussion on having a term limit on elected members vs appointed trustees.</p> <p>Dan made motion to change the bylaws to allow KRCS board of directors to have 7 elected officers – president (2 yrs), president elect (1 yr), secretary (2 yrs) , treasurer (2 yrs), treasurer elect (2 yrs), Junior delegate (2 yrs and moving into senior delegate), senior delegate (2 yrs), in addition, 6 trustees that have staggering 2 years terms appointed by the president with the approval by the elected officers. The trustees to be diverse by geography, age, experience, etc. There would be a 2 consecutive term limit for trustees and no term limit for elected members. Karen seconded; a friendly amendment was made to have an 8th position as vice president, have a 7th trustee to make a 16 member board, and roles to be decided later. Friendly amendment was not approved, original motion was approved unanimously.</p> <p>Submit a letter to the bylaws committee to postpone our review until the changes are made.</p>	<p>Change bylaws to reflect approved motion and present at next meeting.</p>	<p>Meg, Deb, Karen and Suzanne</p> <p>Suzanne</p>
<p>Educate</p>	<p>Update on KRCS Seminar - Brochure will be posted on website and postcard will be sent out as a reminder to get online and register. Will raise enrollment fees by \$5 to help with en-cured expenses for paying online. Plan is to use Paypal but will look into Google checkout –works same as Paypal but possibly does not have a fee.</p> <p>Request was made to have constant communication between all seminar committees regarding increase in fees in order to remain consistent.</p> <p>Discussion on holding a student breakout session at lunchtime on Thursday of seminar. There has not been a lot of response on how many students are coming.</p> <p>Providerships have been sent out.</p>	<p>Look into Google Checkout</p>	<p>Nathan</p>
<p>Advocate</p>	<p>Deb presented information on Legislative Day; 6 members at-</p>		

	<p>tended and spoke to delegates. Handed out packets and spoke to 5 people in person. Pictures will be posted on the website. See electronic copy of bills. Will resend invite for AARC Connect to Kansas members to encourage participation.</p>		
<p>Promote</p>	<p>See updated minutes online; Hugh Matthewson Award was taken to education committee; working on a Practioner of the Year award, Will solicit volunteers at the KRCS seminar. Karen sent in to HOD Affiliate Best Practice for Charity to present her Chapter 7 project and Meg present at the summer meeting on the strategic planning and steps KRCS has made this year. Goal is to have publications every quarter in different areas. Going to organize meetings by topics on Connect so that it will be easier to find minutes, reports, etc Charity reported for Chapter 7 about her visit to Winfield. See pictures and information on the website. Russ Bab Scholarship was presented on March 17, 2010 with application stating for this year only July 1 deadline to be awarded at Western Seminar for Fall 2010. Thereafter, Dec 1st deadline with awarding at spring meeting annually. At this point we will communicate this quickly with a deadline of April 1st so that we can present at the Spring 2011 meeting. Applications will be sent in to Mel who will then scan them in and send out to board members. Electronic vote will take place. Charity and Troy have agreed to represent the State of Kansas at the State Society Leadership workshop on April 9th-11th in Dallas, Tx. Dan presented an update on the Chapter 1 meeting on Jan 25th. Jonathon has plans to contact different areas within his chapter to start promoting. The Kansas/Missouri seminar has had to move locations and will have to pay for a new location and for food. Trying to contact those that have signed up for updated location; will post it on AARC Connect as well.</p>	<p>Update packet and communicate information/deadline for Russ Bab Scholarship via email to schools. Will accept applications and send out to board members.</p>	<p>Mel</p>
<p>Impaired Provider</p>	<p>See Bev's posting on Connect. Discussion on who can view the BOD group on AARC Connect; those on Impaired provider, RCC, etc are included. Discussion on if we should</p>		<p>Mel</p>

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	provide for nonmembers using funds from members, and finding out what other organizations are doing. In 2009 we asked for \$6,000 and were capped out at \$3,000. Total for that year was over \$13,000. The Boards' position on Impaired Provider has not changed; Mel will communicate with Bev, concrete info needs to be obtained. Bev, Pat, Charity, and Mel will compose a viable proposal to present to the board when available.		
	Curtis moved to adjourn the meeting, Terri seconded; approved.		

Meeting was adjourned@1500 .