

Kansas Respiratory Care Society
January 14, 2011
Newman University, Wichita, Kansas

Attending:	Karen Schell, Meg Trumpp, Suzanne Bollig, Nathan Richards, Dan Conyers, Curtis Kidwell, Charity Clark, Stacie Fox, Terri Lesser, Rusty Taylor, Jon Finnegan, Nancy Jones, Pat Patterson, Melanie Asmussen, Jana Cox (electronically), Jeff Scobee (electronically)	Recorder: Stacie Fox
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Excused:	Troy Gooch
Guests:	

Topic	Findings/Discussion/Conclusions/Recommendations	Action/Follow-up/Communications	Person(s) Responsible/Date
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Installation of Officers	Nathan and Charity as Chapter Presidents; Pat as Treasurer; Stacie as Secretary; Rusty, Curtis, Nancy, Dan as Directors at Large; Jon as Vice-President; Karen and Terri as Delegates; Suzanne as President-Elect; and Meg as President.		
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Approval of Minutes	Dan moved to approve and Terri seconded; approved.		
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Financial Activities	<p>See electronic budget for changes reviewed by Pat. Took out impaired provider, discussed paying for mileage. Decision to make a policy for mileage reimbursement/per diem to be shared at future meeting.</p> <p>Suzanne would like the expenses for WKS to be changed to \$10,000/ increase revenue to \$15,000. Add line for charitable fundraiser line for Karen under income. Income of state meeting increased to \$37,000. Terri motioned for approval of 2011 budget, Rusty seconded, no opposed, approved</p> <p>Discussion regarding the number of scholarships vs. amount of scholarship to be given each year. Scholarship application states “\$500 to a varying amount of applicants.” Curtis motions for the 2011 budget to have 2 applicants at \$500 each. Charity 2nd, no opposed, approved.</p> <p>Discussion on bonds. The money in bonds listed in the income of a budget should be income only, not total amount in the bond. Need to show where money is and amount of Russ Babb money. Scholarship money needs to be secured. No need to cash in bonds early.</p>	<p>Devise reimbursement/per diem policy.</p> <p>Pat to make the changes to the budget with total expenses of \$71,230 and total income of \$72, 765.</p>	<p>Pat/ Curtis</p> <p>Pat</p>
Treasurer’s Report	Handed out by Pat.	Need for treasurer’s report with an itemized listing of all assets. Need for report to also show the flow of money in and out for each meeting.	Pat and Curtis
KRCS Website	Current internet software does not operate to meet all of our needs. Curtis showed the new website. Need to move website to a server that supports PayPal to move towards online registration and ecommerce. Current internet provider wants \$800 per year to support this but the provider Curtis wants to move to would	Informational	Curtis

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<p>Policy Questions</p>	<p>charge \$150 per year and meet all of our needs. Curtis can buy the Adobe Creative Software CS5 through adjunct faculty at Newman for \$495. Normal retail is \$1700 . New website may be live by the end of Feb at the latest. No objections to Curtis switching providers and purchasing software for a total of \$700, which is already budgeted.</p> <p>See handout. Pat will update handout with changes and post online. Conflict of Interest statement needs to be updated. Discussion on guidelines for what BOD members are reimbursed for. Dan made a motion for the president to appoint two board members to create a policy on reimbursement of BOD members for expenses. Charity seconded the motion. No opposed, approved.</p>	<p>Pat to update Conflict of Interest Statement and bring to the Feb meeting for all to sign.</p> <p>Meg will look for volunteers from a diverse group. Jeff and Jana both volunteered.</p>	<p>Pat</p> <p>Meg</p>
<p>Organizational Re-structure</p>	<p>Meg introduced new template for Meeting Agenda and Minutes for 2011. Meg moved mentoring policy to Feb. 22nd meeting. Don passed out organizational chart. Discussion of chart. Discussion on 2 year term for president. Recommendation to have some regional representation on the trustee level. Idea for student representation was suggested. It was recommended that the board approve trustee assignments.</p>	<p>Don and Dan to revise and define roles of re-structure for Feb meeting.</p>	<p>Don and Dan</p>
<p>Educate</p>			
<p>Advocate</p>	<p>Meg passed out the support letter for Medicare RT Initiative Act, Deb passed out Legislative Day info, which will be Tuesday, Feb. 22nd. There will be no educational booth.</p>		
<p>Promote</p>	<p>Info has been posted on AARC Connect. Reactivate the Practitioner of the Year and Hugh Matthewson Award – Suzanne and Pat Munzer are working on this. Charity and Karen volunteering to recruit at April Meeting and sign them up to AARC Connect. Charity passed out volunteer letter that will be handed out at meeting for anyone that signs up for a core strategy. Goal is to collect best practices throughout the state and present at the HOD meeting. Goal is to have 3 presentations per area to promote the profession.</p>	<p>Charity to present Chapter 7 activities at April Meeting.</p>	<p>Charity</p>
<p>Delegate Activites</p>	<p>Karen announced as 2011 Speaker Elect for the HOD. Suzanne will be the substitute delegate for the summer. Delegate report was posted on AARC Connect. Meg asked for clarification of last page of delegate report about discontinuation of CEUs for RT Licensure. Could not recall which state but</p>		

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	their board was calling for this.		
Impaired Provider	Discussion on the future of this. Bev is awaiting more information from the state regarding the ability to reimburse. This will be moved to the "Educate" Core Strategy.	Bev to bring a proposal to the Feb. 22 nd meeting	Bev

Meeting was adjourned@ 1517.