

North Dakota Society for Respiratory Care

NDSRC Pre-Board Meeting

April 17th, 7:00 p.m. CST

I. Call to Order

- a. Called the meeting to order at 7:07pm by Megan Schneider.

II. Roll Call

III. Present:

- a. Megan Schneider, President ✓
- b. Shari Hanson, Past President ✓
- c. Erin Haustveidt, Treasurer ✓
- d. Stacy Butts, Delegate ✓
- e. Chris Sperle, Delegate ✓

Not Present:

- f. Lisa Sandaker, Secretary ✓
- g. Lori Shoman, By Laws ✓

- a. Laura Barclay, Director at Large
- b. Casi Boehm, Director at Large

- a. (Student Members)

IV. Approval of Minutes

- a. Shari made a motion to approve, Stacy seconded. No discussion, minutes approved.

V. Committee Reports

a. Treasurer's Report: Eryn

- i. For the 6,250.00 for our lawyer - we will be getting a refund of the 250.00 as we were overcharged.
- ii. Over budget on our financial audit at 1375.00 as they increased their rates after our budget was approved last year.
- iii. Over budget on website as we needed to close out our account with the previous webmaster service (300.00 was paid to him), and then opened a new website account through WIX.com that the board is maintaining on our own.
- iv. For the proposed budget, the group agreed to move 1500.00 from AARC PACT budget (that will not be at 0.00) to the AARC Leadership budget.
- v. Website will be decreased from 520.00 to 400.00
- vi. Increasing our financial audit budget from 1350.00 to 1375.00 as they have increased their rates, but the board feels that this is reasonable as they have been very easy to work with, and reliable.
- vii. We will not make a donation unless we are able to maintain a balanced budget to keep from over-spending for the fiscal year.



NDSRC Treasurer Report 2022-2023.doc



Proposed Budget for 2023-2024.xlsx

b. Membership: Shari

- i. Working through getting out AARC membership reminders, not getting email addresses like we did before, just getting physical addresses. There is a directory that you can send a message through in AARC that could be evaluated.
- ii. How to we encourage new members? Reviewing AARC Connect for ideas, membership flyers posted and using Facebook page. Poster has information on what an AARC

membership gets you. Stacy discussed a new poster that the school received that may be nice to put up in departments that describes this information. Shari uses the NDSRC Website/Facebook page for newsletter. There are several that have joined that aren't necessarily AARC members, so another way to gather new members.

- iii. Discussion on how to involve the student members.
 - iv. Discussion on giving referral benefits to those who recruit new AARC memberships. Discussion on how to bring this out, possibly create a form on the website to track.
 - v. Current ND membership
 1. ND Licenses: 691
 2. RRT: 563
 3. CRT: 103
 4. RRSgt: 25
 5. AARC Members: 120
- c. Delegates Report: Chris/Stacy
- i. Summer forum:
 1. NBRC transitioning to single exam – 2025. Discussion of CSE and CRT going away and then moving forward with RRT only for licensure. Would need to review how to grandfather current CRTs in.
 2. NBRC has took over the Asthma Certification exam.
 3. APRT – NBRC is putting a team together to review, still on hold. Currently no licensure.
 4. Career Ladders discussed with how you would incorporate AARC membership in for the ladder.
 5. Met new AARC Executive Director, discussed 5 pillars
 6. Using more social media platforms
 7. Best practice for engaging students, how do you get them there?
 8. Increasing utilization of AARC funds with disasters.
 - ii. Fall Forum
 1. Discussion of AARC financial resources available for state boards to assist with treasurer duties, revenue sharing, co-marketing, etc.
 2. Respiratory Care now only online; working on a 2nd tier journal
 3. Working on Clinical Practice Guidelines, revision, new, timeline
- d. Education: Morris Opp; Convention stats
- i. Shari discussed with Erin Dionne – she will present virtually. Seeing less applicants, how to encourage students to apply. One applicant, Amber Taylor.
 - ii. Convention – In person and virtual numbers are down. Fifty registered for in person, 12 virtually and twenty one vendors this year (which is an increase). Discussion of meeting venue locations and local involvement in the Convention Committee. The city location of the convention needs to have a local representative on the Convention Committee. If unable to find a local representative, may move location to Bismarck.
- e. Website – Megan and Shari
- i. New platform found and work is in progress
- f. Elections – Newly elected
- i. Treasurer – Kassy Gerhls
 - ii. Delegate – Jessica Arndt
 - iii. President Elect – Mike Wahl
 - iv. No Director at Large nominated

- g. 2023 - Elections
 - i. Secretary – Open for fall
 - ii. Director at Large – 2 needed
- h. By Laws – Lori
 - i. The By Laws are being reviewed this year (every 5 years).
 - ii. No updates should be needed.
 - iii. Working to get the Standing Rules and Policy & Procedures back on the website.
- i. PACT – Val Tomhave
 - i. No report

VI. Old Business

- a. Discuss the financial report for AARC
- b. Discuss progress on website development: Shari

VII. New Business

- a. Review/discuss the following:
 - i. Revenue Sharing Agreement
 - ii. Revenue Sharing Quarterly Compliance Form
 - iii. Co-Marketing Agreement
 - iv. Co-Marketing Quarterly Compliance Form
- b. Review Section 6 of NDSRC by-laws concerning the Publications Committee
 - i. Discuss whether a new webmaster needs to be appointed – could this be a separate board position?
- c. Discuss Section 8 of NDSRC by-laws concerning the Legislative Committee
 - i. Discuss the role of the appointment/paid lobbyist
- d. Review/approve the Annual Business Meeting Proposed Agenda
- e. Consider setting tentative dates for the next annual conference to be shared at the Annual Business Meeting.

VIII. Adjourn

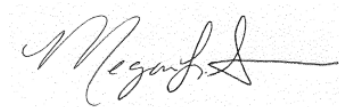
- a. Motion to adjourn by Shari, seconded by Erin. Discussion of welcoming new members in the future and transitioning. Meeting adjourned at 1928.

Respectfully submitted,

Lisa Sandaker, RRT
NDSRC Secretary

Approved as (read)(printed)(corrected): 6.26.2023, MS
(Date)

Lisa Sandaker, RRT
Secretary



President
