**North Dakota Society for Respiratory Care**

NDSRC Pre-Board Meeting – Annual Conference

April 17th, 2024 ~ 5:15 p.m.

1. Call to Order
   1. Call to order at 1715 by Megan Schneider
2. Roll Call
   1. BOD Members Present:
      1. Megan Schneider, President √
      2. Mike Wahl, President-Elect √
      3. Kassy Gerhls, Treasurer √
      4. Jessica Arndt, Delegate √
      5. Lisa Sandaker, Secretary √
      6. Genevieve Vavrus, UMary RT Student Representative (non-voting member)
   2. Committee Chairs Present:
      1. Lori Shoman – Bylaws
      2. Shari Hanson – Nominations/Elections, Program and Education, and Membership
      3. Erin Hustveit - Publications
   3. Absent:
      1. Chris Sperle, Delegate
      2. Katelyn Rumschlag, NDSU RT Student Representative (non-voting member)
      3. Julie Nuss, Scholarship Committee Chair
3. Approval of Minutes
   1. Last Board Meeting – January 31st, 2024
   2. Discussion of edit requests submitted by Lori Shoman for January 31, 2024 minutes.
   3. Motion to approve by Jessica Arndt as amended
   4. Second Mike Wahl
   5. Motion carries
4. Delegates Report
   1. Jessica Arndt discussed plan for review tomorrow (new logo, NBRC credentialing, SOAR)
   2. Will pull up report at meeting
5. Treasurer’s Report (Budget/Audit Committee)
   1. Presented by Kassy Gerhls
   2. Proposed budget review
      1. Review of proposed budget that will be discussed at annual business meeting.
      2. AARC Leadership Boot Camp – going forward, the AARC Leadership Boot Camp may go back to in-person, recent ones were virtual and no cost. Current and future president will not attend the AARC Leadership Boot Camp this year as they have previously attended.
      3. Increase in spending for House of Delegates for back to in person sessions (increase in flights and travel expenses). Are there grant opportunities through AARC?
      4. Conference costs – other opportunities for increased revenue, planning early, different options
6. Committee Reports
   1. Nominations/Elections – Shari Hanson, Committee Chair
      1. Treasurer – need a nomination for 2 year position.
      2. Delegate – need a nomination for this 4 year position (needs to be a past board member)
      3. President-Elect – need a nomination for this 4 year position
      4. This summer – Secretary, Kara Backer ‘24-‘26 Director at Large, write ins for 2nd – one declined, waiting to hear back from 2nd nominee
   2. Program and Education – Shari Hanson, Committee Chair
      1. No report
   3. Bylaws – Lori Shoman, Committee Chair
      1. Lori will review the corrected Bylaws document at Annual Business meeting.
      2. Lori discussed Standing Rule #7 in regard to Megan Schneider being on both the Tobacco Free Coalition – Bismarck BOD as a voting member and the NDSRC BOD with a vote when necessary. This will be more of an issue as Past President where she can vote on every motion, not just to break a tie.
   4. Publications – Erin Haustveit, Committee Chair
      1. No report.
   5. Membership – Shari Hanson, Committee Chair
      1. No report.
   6. Scholarship – Julie Nuss, Committee Chair
      1. Three applicants
7. Old Business
   1. Microsoft Office Account for NDSRC – moving over to Mike, 10 licenses will be free through account. Would like to add collaborators on account.
   2. Switching to Gate City Bank – in progress, Megan will reach out to President Connect to see what other state societies are doing.
8. New Business
   1. NDSRC P.O. Box – this is an option of the Board to consider, as we may need a permanent address.
   2. Review of Annual Business Meeting Agenda
9. Adjourn
   1. Motion to adjourn by Mike Wahl
   2. Second by Kassie Gerhls
   3. Motion carries
   4. Adjourn at 1905