

# North Dakota Society for Respiratory Care

Tuesday, October 3<sup>rd</sup>, 2023 | 3:00 p.m. CST

NDSRC 2023 October BOD & Committees Meeting

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## I. Call to Order at 3:02 by Megan Schneider

## II. Roll Call

- a. BOD Members Present:
  - i. Megan Schneider, President
  - ii. Kassy Gerhls, Treasurer
  - iii. Chris Sperle, Sr. Delegate
  - iv. Jessica Arndt, Jr. Delegate
  - v. Lisa Sandaker, Secretary
  - vi. Genevieve Vavrus, UMary RT Student Representative (non-voting member)
- b. Committee Members Present:
  - i. Shari Hanson
  - ii. Erin Haustveit
  - iii. Jana Becker
  - iv. Kara Backer
  - v. Michelle Earl
- c. Absent:
  - i. Mike Wahl, President-Elect
  - ii. Blake Wallevand, NDSU RT Student Representative (non-voting member)
  - iii. Erin Dionne (Scholarship Committee)

## III. Approval of Minutes from last BOD Meeting (6.27.2023, see email attachment)

- a. Motion to approve by Chris Sperle to approve
- b. Second by Jessica Arndt
- c. Minutes approved by the board

## IV. Old Business

- a. Five-Year Bylaws Review –
  - i. Review of August 7<sup>th</sup>, 2023, meeting minutes and follow up from Lori Shoman.
  - ii. Sent to AARC for review, mark up and clean document have been reviewed and submitted. Will go to the next scheduled AARC Bylaws Committee Review meeting.
  - iii. Need to update our webpage with our current Bylaws.

## V. New Business

- a. President Motion for Approval of New Committee Chair Appointments
  - i. New Publications Chair – Erin Haustveit
    1. Motion to approve new Publications Chair. Jessica Arndt motions for approval. Second by Chris Sperle. All in favor.
  - ii. New Legislative Chair – Megan Schneider
    1. Motion to approve new Legislative Chair. Kassy Gehrls motions for approval. Second by Jessica Arndt. All in favor.
- b. ASCLS-ND meeting in Bismarck 2024
  - i. Have contacted Megan Schneider regarding combining conferences.

- ii. They are the clinical lab scientist group. Discussion on vendors, sharing of costs and revenue, additional room space and what previous conference agendas were. If anyone has specific questions, please forward to Megan. Will table for now and discuss at next meeting.
- c. NDSRC Webpage
  - i. Opportunity for reviewing, updating, and adding documents to the page.
  - ii. Review webpage before next meeting and bring concerns, suggestions, etc. forward.
- d. Shared space for NDSRC documents.
  - i. How can we house all this information that travels as elected positions transition.
  - ii. Could possibly be a Microsoft Office account.
  - iii. Will add to the next agenda for review.

**VI. Committee Reports (Committee Members Join the meeting @ 3:30 p.m.)**

Standing Committee:

- a. Nominations/Elections – Shari Hanson, Committee Chair
  - i. Up for election will go out in November for July 2024 starts
  - ii. Secretary and 2 Director at Large positions open
  - iii. Trying to increase nominations
- b. Program and Education – Shari Hanson, Committee Chair
  - i. Reaching out to past AARC members, Shari is planning to send out email reminders. Utilizing social media, as well.
  - ii. Could we utilize NBRC at our next conference, they can share some of this communication from their platform.
- c. Bylaws – Lori Shoman, Committee Chair
  - i. The NDSRC Bylaws Committee Report was submitted by Lori and attached to the agenda.
  - ii. Need to add current Bylaws on website.
- d. Publications – Shari Hanson, Committee Chair
  - i. Reviewing what the AARC requires quarterly on website for funding.
  - ii. Sending out news through Facebook and AARC Connect.
- e. Membership – Shari Hanson, Committee Chair
  - i. As stated in Nominations/Elections
- f. Budget/Audit (Treasurer’s Report) – Kassy Gerhls, Committee Chair
  - i. Treasurer’s report attached to agenda. One item of note is that the check for the 2023 Conference was cashed in the next fiscal year.
  - ii. Review of new bank options – looking at banks with a large footprint in North Dakota. Will plan to add to new business for next meeting for some options and what they have to offer. Discussion of presenting to the bank that this is a treasurer position with changing account managers and how to make that efficient for new treasurers.
- g. Scholarship – Erin Dionne, Committee Chair
  - i. No report

Ad Hoc Committees:

- h. Public Relations – Un-Chaired
- i. Sputum Bowl - Un-Chaired

**VII. Joint Business – BOD & Committee Members**

- a. NDSRC 2023 Annual Conference Update & Planning
  - i. Megan Schneider, Shari Hanson, and Jana Becker met to discuss.

- ii. Jana reports April 17<sup>th</sup> and 18<sup>th</sup> are available at the Alerus Center. She has put a hold for those dates. Reviewed room capacity and prices. The surrounding state society meeting dates were reviewed and do not overlap at this current time.
  - iii. Megan discussed setting up a future planning meeting. Shari will send out a meeting request in the next few days to Jana, Megan, Michelle Earl, and Stacy Butts. Once room needs are determined, will finalize the date with Alerus Center.
- b. A Call for Committee Members – A Joint Effort!

**VIII. Delegate Report**

- a. Report from Chris Sperle and Jessica Arndt – PowerPoint presented
- b. Request for donations from Delegates. Reviewed budget for available funds and with limited funding, will not donate at this time voted by BOD attending members.

**IX. Adjourn**

- a. Motion from Chris Sperle to adjourn.
- b. Second by Jessica Arndt.
- c. All in approval.
- d. Meeting adjourned at 4:33pm

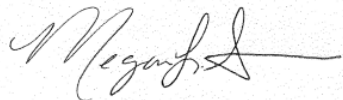
**Respectfully submitted,**

Lisa Sandaker, RRT  
NDSRC Secretary

Approved as (read)(printed)(corrected): 10.3.2023  
(Date)

*Lisa Sandaker, RRT*  
Secretary

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President