



## MEETING MINUTES

MEETING: Board of Directors Mtg-ALA MN bldg

Date: 08/25/2011

Next meeting: Annual Business Mtg&Leadership Conference-10/28/2011@ALA-MN

Minutes By: Jeff Anderson-MSRC Secretary

Parliamentarian:

Issue/Topic	Discussion	Conclusion/Outcome	Comp. Date
Call to Order			
Roll Call & Quorum Determination	Attending: Sue Knight, Connie Knipp, Derek Hustvet, Jerry Ebert, Jeff Anderson, Curt Merriman, Laurie Tomaszewski, Mary Wightman, Carla Knippenberg, Paula Aherns, and Greg Morgan.	A quorum is present.	
Introductions	Name/role/employ		
Approve Previous Minutes	Review and approval of January 28 <sup>th</sup> , April 28 <sup>th</sup> , and June 3 <sup>rd</sup> meeting minutes.	MOTION to approve presented by Jerry Ebert, seconded by Paula Aherns. APPROVED	
Treasurers Report by Derek Hustvet	Review of current accounts (see Appendix A) -Carrie Bourassa asked if the payment to Ewald Consulting had been presented. This reflects the cost associated for lobbyist services January>June 2011. -A suggestion to use the TCF points accumulated prior to expiration for planned airline expenditure to the International Congress of the AARC.	Sue Knight will inquire of Anne Uttermark.	

<p><b>Delegate Report by Laurie Tomaszewski &amp; Curt Merriman</b></p>	<p>(see Appendix B)</p> <p>Laurie shared that the AARC House of Delegates meeting was in July 2011. Thank you for allowing Curt Merriman and her to participate.</p> <p>-AARCF. There will be a place to designate funds on the AARC membership renewal application for this foundation. The challenge is to have everyone contribute \$1.</p> <p>-Educational requirement review. There was consideration of a two year vs. a four year (baccalaureate). The process is intentionally being slowed down to better understand and develop a strategic plan. The goal is to not have a disruption in the work force.</p> <p>Curt has been named by the AARC as a National Capitan, Adopt-a-Company. Curt detailed the DRIVE4COPD program for this year. The campaign is to reach out by adopting a company/organization. The design is to focus on businesses by crafted letters to CEO's, HR depts., etc. utilizing the 5-question screening tool. All items are readily available online. It's easy. Currently 30-34 companies are already participating. The goal is 100. He also spoke of the current AARC membership is greater than 51,000 which is higher than last year by more than 3,000. The goal is to increase by 50% nationally. Our state society has declined by 4% since last year, so the suggestion was made to open discussion at the Leadership Conference in October to develop a plan for 2012 to distribute</p>	<p>Mary Wightman was appointed by Sue Knight to chair an ad hoc committee for adoption by MSRC of a MN-based company.</p>	
---	--	---	--

	<b>AARC coupons.</b>		
<b>Legislative Affairs by Carrie Bourassa</b>	<p>Carrie said they are looking to structure the committee to add more participants because of the volume of state and federal items. There are a growing number of city, county, sleep, and PAC items that in order to stay current with these legislative efforts, we will need more people involved. Please consider your role or present ideas as to how to reach out to our membership prior to Call to Action; so they have more information to act upon. Contact Carrie to be added to the listserv.</p> <p>Carrie reported that Cheryl West spoke highly of the MRSC at the AARC Summer Forum for our efforts and effectiveness.</p>		
<b>City Host for AARC 2011 International Fellowship Project by Paula Aherns and Mary Wightman.</b>	<p>MN will be hosting Edita Almonte, RRT-NPS (United Arab Emirates) from October 29<sup>th</sup> to November 4<sup>th</sup> or 5<sup>th</sup>. The following is the itinerary:</p> <p><u>Monday</u>-University of MN/Fairview:Acute Care</p> <p><u>Tuesday</u>-St. Catherine's:Education</p> <p><u>Wednesday</u>-Pediatric Health Service:Medical Director meeting</p> <p><u>Thursday</u>-Hennepin County Medical Center or Regions Hospital:Trauma</p>		
<b>Celebrity Bartender Night</b>	Consider having during the NRRCC meeting in the Spring.		
<b>Student Awards Annual business meeting by Sue Knight</b>	Consideration of asking Al Neumann of Corner Medical to present his scholarship at the Leadership Conference and to recognize each scholarship provider with a plaque.		
<b>Sputum Bowl update</b>	A resolution at the AARC House of Delegates meeting passed to come up		

	<p>with an ad hoc committee to evaluate options. Sponsors of the Sputum Bowl at the AARC International Conference were seeing a continuing decline in overall participation. This year (2011) will have an evening event; however it has been removed for 2012.</p>		
<p><b><u>Old Business:</u></b></p> <p>Discussion about 2 year presidency. This would require a by-law change by Sue Knight</p>	<p>It appears that the MSRC's last by-laws revision was in 2006, so the timing for this action is good. Also consider adding electronic voting to the list of by-laws changes.</p> <p>The general consensus is favorable. A number of past MSRC Presidents were present for this discussion and felt it makes sense to implement a two year term for this office.</p>	<p>MOTION was presented by Jerry Ebert and seconded by Laurie Tomaszewski to: Change the term of President to a two year term. APPROVED</p>	
<p><b><u>Committee Reports</u></b></p> <p>Bylaws by Denise Johnson</p> <p>Chronic Disease- Asthma by Sue Knight</p> <p>Education by Carla Knippenberg</p>	<p>Denise will confirm when the MSRC is due for a bylaw review by the AARC.</p> <p>There will be no Asthma Walk this year. \$100 was sent. The name of the walk has been changed to "Lung Walk".</p> <p>January 20<sup>th</sup> and 27<sup>th</sup> have been reserved at United Hospital as possible dates for the 2012 MSRC Winter Workshop.</p> <p>It was identified that St. Catherine's will be in class up to January 27<sup>th</sup> for their 'J- term'. Carla will contact the schools to determine any impact either date would hold.</p>		

<p><b>Elections by Cheryl Sasse</b></p>	<p><b>Fourteen percent of the eligible membership has already voted. There is still two months remaining before the close of voting.</b>  <b>The previous year had a total participation of twenty-two percent of the eligible membership.</b></p>		
<p><b>Nominations by Connie Knipp</b></p>	<p><b>Receptive response this year for nominations!</b></p>		
<p><b>NRRC meeting by Laurie Tomaszewski</b></p>	<p><b>The attendance for 2011 was 396, which is an increase from 325 in 2010.</b>  <b>It was suggested to encourage healthcare systems to send their respective staff as the percentage of students attending is growing due to fewer non-students attending.</b>  <b>Consideration is being given to expanding promotion to other allied health professionals. We have great speakers and topics.</b></p>		
<p><b>Vendor Relations</b></p>	<p><b>There are a lot of job postings.</b></p>		
<p><b><u>Other Business:</u></b></p>			
<p><b>AARC Disaster Relief</b></p>	<p><b>Curt Merriman reported that a \$250 check was delivered to the AARC by Laurie Tomaszewski and him at the recent House of Delegates meeting.</b></p>		
<p><b>AARC International Fellowship reception</b></p>		<p><b>MOTION was presented by Curt Merriman and seconded by Jeff Anderson that-  Two Delegates, President, and President-Elect each \$100 is allocated to attend the International Fellowship reception.  APPROVED</b></p>	

<b>Adjourn</b>		<b>MOTION by Derek Hustvet and seconded by Mary Wightman to ADJOURN. APPROVED</b>	
<b>Appendix A</b>	<p><b>MSRC Treasurer Report</b></p> <p><b>MSRC Finances as of July 29, 2011</b></p> <p><b>TCF Checking:                   \$8,349.54</b></p> <p><b>Accounts Receivable:</b></p> <p><b>Online Job Postings YTD       \$2,300.00</b></p> <p><b>AARC Member Rebate         \$1,567.50</b></p> <p><b>NRRCC Income                 \$10,885.75</b></p> <p><b>Accounts Payable:</b></p> <p><b>AARC Loan Payment         \$1,000.00(paid in full)</b></p> <p><b>HOD Travel Expenses         \$1,866.83</b></p> <p><b>AARC Disaster Relief Fund   \$250.00</b></p> <p><b>On Demand Voting           \$385.00</b></p> <p><b>MSRC Election postcards     \$181.24</b></p> <p><b>Pending Accounts Receivable:   none</b></p> <p><b>Pending Accounts Payable:</b></p> <p><b>Mayo Convention Center       \$1,000.00</b></p> <p><b>Money Market Account        \$31,783.90</b></p> <p><b>TCF Points Balance           49,267</b></p> <ul style="list-style-type: none"> <li>• <b>TCF Bank will discontinue the TCF Miles Plus Rewards program for check cards on 8/25/11. All points must be redeemed by 9/22/11.</b></li> </ul>		
<b>Appendix B</b>	<p><b>HOD Take Home List</b> Challenges are in bold letters</p> <p style="text-align: center;"><b>Summer 2011</b></p> <p><b>ARCF</b></p> <ul style="list-style-type: none"> <li>• When you renew membership with AARC there will now be a place for individuals to make a donation to the Foundation. Members should think about donating to the ARCF.</li> <li>• Has given \$3 million in support of respiratory therapy.</li> <li>• <b>ARCF challenged each state to hold a fund raiser on behalf of the ARCF.</b></li> <li>• <b>ARCF challenged all members to donate \$1.00 each. It would make a huge difference.</b></li> </ul> <p><b>2015</b></p> <ul style="list-style-type: none"> <li>• AARC President Karen Stewart addressed recommendations. Appointed an ad-hoc task force for 2015, chairing the committee herself. Attributes developed and compared to 2015 recommendations to see gaps before moving forward with any recommendations. This year is for doing more fact finding and contact with stakeholders.</li> <li>• Recognized 2 groups from the Education Section: AS degree education and BS/graduate degree education, committee also meeting with NN2 group.</li> </ul>		

	<ul style="list-style-type: none"><li>• Goal: No disruption in the workforce.</li></ul> <b>Chartered Affiliate</b> <ul style="list-style-type: none"><li>• Summit Award for 2011 to Florida Society. Nebraska 2<sup>nd</sup>.</li><li>• Outstanding contributor award winner- Meg Trumpp from KS.</li><li>• Life membership award-recommending Suzanne Bollig from KS.</li></ul> <b>Drive4COPD</b> <ul style="list-style-type: none"><li>• Over 1 million screens last years.</li><li>• Four celebrity sponsors.</li><li>• Drive4COPD adopt a Company has been launched. Step by step directions on the AARC website. Additional information coming soon. Get students involved.</li><li>• <b>Goal to partner with 100 companies.</b></li><li>• <b>Challenges all states to create a screening contest of their own.</b></li></ul> <b>Membership</b> <ul style="list-style-type: none"><li>• Membership 51,230 as of June 2011. Up 3000 from June 2010. Growth rate 5-7%.</li><li>• Focus on student membership, rebuilding student membership website, student membership video and promotion of the student membership discounts.</li><li>• Membership benefits video available. Section Chair videos coming.</li><li>• Short term goal of 50% membership—72,500</li><li>• <b>Goal to increase each state membership by 10%</b></li><li>• <b>Each state to recheck the number of licensed RT's to update information.</b></li></ul>		