



**MEETING MINUTES**

**MEETING: BOD and MSRC Leadership**

**Date: April 30<sup>th</sup>, 2017**

**Next meeting: August 18<sup>th</sup>, 2017**

**Minutes By: Keri Ohren**

**Parliamentarian: Denise Johnson**

<b>Issue/Topic</b>	<b>Discussion</b>	<b>Conclusion/Outcome</b>	<b>Comp. Date</b>
Welcome	Greg Morgan- Welcome to all in attendance at the NRRCC at Chula Vista Resort		
Roll Call	Present: Greg Morgan, Barb Sherwood, Coleen Reisdorf, Keri Ohren, Shelly Klein, Al Kendall, Ann Thiesing, Molly Quinn- Jensen, Matt Reilly, Christopher Roberts, , Bill LeTourneau Present- 11 voting, Absent- 4, We have a quorum.	Many other in attendance.	
Secretary's Report	Motion- Barb Sherwood motioned to approve the minutes from 1-27-17 and Molly Quinn-Jensen seconded the motion.	No discussion and minutes approved.	

<b>Treasurer's Report</b>	<p><b>Presented by Amy Anderson for Sarah Tennesen.</b>  <b>See attached: Treasurer Report</b>  <b>There is \$27,982.76 in checking and \$45,245.89 in our Black Rocks Fund.</b></p>		
<b>Delegate's Report</b>	<p><b>Next HOD meeting in June at the summer forum in Tuscan.</b></p>		
<b>Old Business:</b>			
<b>Presidential Goals update</b>	<p><b>Presented by Greg:</b></p> <ol style="list-style-type: none"> <li><b>1) Increase membership involvement- PR committee is very active and creating events for members to participate in.</b></li> <li><b>2) Increase membership numbers- Small increase in numbers</b></li> <li><b>3) Increase committee involvement- A few committee chair members have chosen to step down from the chair position because they could not be as actively involved as they would like. Working on a policy and procedure manual.</b></li> <li><b>4) Increase educational opportunities for non-metro RTs- Next BOD meeting and CEU opportunity to be held in Alexandria, MN on August 18<sup>th</sup>.</b></li> </ol>		

<p><b>MSRC Policy and Procedure and Job Descriptions</b></p>	<p><b>Matt Riley and Greg are co-chairs of this group. Working with others to create job descriptions for BOD positions and a policy and procedure manual for the MSRC.</b></p>		
<p><b>Bylaws Update</b></p>	<p><b>Presented by Denise. The bylaws need to be reviewed every 5 years. They need to be turned into the AARC for approval. In 2012 there were major changes to the bylaws. This time, there are no major changes expected. Sam, Sean, Bill, Greg and Shelly have agreed to help review the bylaws with Denise.</b></p>		
<p><b>New Business:</b></p>			
<p><b>MN Road Show Aug 18<sup>th</sup>.</b></p>	<p><b>Presented by Barb. Aug 18<sup>th</sup> Alexandria hospital will be hosting the next BOD meeting and CEU opportunity. There are 5 speakers already lined up for 5 CEUs. Robert's rules of order will also be reviewed at the BOD meeting for returning and new board members.</b></p>		

<b>2017 MSRC Meeting Dates</b>	<b>August 18<sup>th</sup>- Alexandria Hospital November 3<sup>rd</sup>- MN Lung Association January 26<sup>th</sup>, 2018- Winter Workshop April 15<sup>th</sup>, 2018- NRRCC</b>		
<b>Committee Chair Changes</b>	<b>Presented by Greg. Joint Executive Committee NRRCC- Barb is replacing Shelly Membership- Barb is replacing Betty PR- Barb and Colleen are replacing Amy and Heather Chronic Disease- Chair position is open please discuss with a board member if you are interested in chairing this committee.</b>	<b>Thank you for all of your years of service and commitment to the MSRC. Thank you to Shelly Klein, Betty Sprengler, Amy Anderson, Heather Faucher, Colleen Reisdorf, Sue Knight and Cindy Clark.</b>	
<b>Edina Smoking Age</b>	<b>Presented by Greg. On May 2<sup>nd</sup> the city council of Edina is voting to increase the age to purchase tobacco products to 21. Thank you to Breanna Long for working on this.</b>		
<b>Summit Award</b>	<b>Presented by Greg. The Summit Award is presented by the AARC to a state society. Greg just submitted this year's application.</b>		
<b>Educational Events</b>	<b>Presented by Greg If your institution is organizing an educational event for RTs they can partner with the MSRC. The MSRC can process CEU requests through the AARC and have joint marketing.</b>		
<b>Committee Reports:</b>			

<b>Budget and Audit, Bylaws, Chronic Disease, Elections, International Fellow, Judicial, Military Liaison, Tobacco Abuse Prevention, Vendors/ Ads, Website</b>	<b>No updates</b>		
<b>Disaster Preparedness</b>	<b>Presented by Sam. Emails were sent out to MN hospitals regarding vents. He is starting to receive emails back from some.</b>		
<b>Education</b>	<b>Winter workshop was profitable. Next winter workshop scheduled for January 26<sup>th</sup> at St. Kates. Live stream of presentations will be possible. Will need more speakers if hosting more events such as the traveling roadshow and providing CEU opportunities.</b>		
<b>Legislative</b>	<b>Presented by Shelly K. Day on the Hill was successful. Thank you for all of the letters sent to our legislatures. MN bill was recently brought forward that would allow EMTs with 40 hours of training to take care of vent patients in the home. RN and RT societies are both working towards preventing this bill from passing.</b>		

<b>Long Range Planning</b>	<b>Presented by Colleen RT of the year has been selected and will be presented at the noon lunch on Monday.</b>		
<b>Membership</b>	<b>Presented by Barb. 548 active members up by 15 106 students 4 industrial 6 retired 1 honorary 1 special 1 MD 38 memberships have lapsed in the last 90 days. 28 more will lapse soon. Membership committee has 5-\$100 gift cards for a membership drive. Passing out MSRC pins for all MSRC members. Membership and PR committee meetings will be combined.</b>		
<b>Scholarships</b>	<b>Presented by Chris G. 6 applications for the Helmholtz scholarship, 5 applications for the Shirley Johnson scholarship and 1 application for the Allina scholarship. Scholarships winners will be announced at the noon lunch on Monday.</b>		
<b>Nominations</b>	<b>Colleen will chair this committee as the new president elect. Looking for nominations for open BOD positions. Please contact Colleen or Greg for recommendations.</b>		

<p><b>NRRCC</b></p>	<p><b>Presented by Al. See also report. 323 registered attendees. Next NRRCC conference April 16-18 with BOD meeting April 15<sup>th</sup>. Location: Mayo Civic Center</b></p>		
<p><b>Public Relations</b></p>	<p><b>Presented by Amy. Trying to host a Feed my Starving Children event once per quarter. Will host another Bowling for Breath event this year. Looking for other ideas. Email any photos taken at the NRRCC conference to the email address provided on the cards handed out.</b></p>		
<p><b>Sputum Bowl</b></p>	<p><b>Sputum Bowl will be held Monday evening. Please try to attend. 2 MN teams and 2 WI teams competing. AARC is considering eliminating the sputum bowl. We will consider other options if it is eliminated</b></p>		
<p><b>Student Affairs</b></p>	<p><b>Presented by Bill. Riddle room for students will be held Tuesday afternoon. Next job fair will more than likely be in Feb 2018. Too hard to host in March with spring breaks occurring. April is too late as hiring managers and students like to have positions filled before that time. Next student sputum bowl may not be held at the job fair. May happen at the NRRCC conference. More discuss to happen.</b></p>		

<b>Website</b>	<b>Training has not occurred for other users yet. Bryan had retraining and it will not be so easy to train other users.</b>		
<b>Adjourn</b>	<b>Colleen motioned to adjourn the meeting and Barb 2<sup>nd</sup> the motion.</b>	<b>No discussion. Motion passed.</b>	
<b>Swearing in Ceremony</b>	<b>Swearing in performed by Denise Johnson President: Greg Morgan President Elect: Colleen Reisdorf Vice President: Chris Gerlach Secretary: Keri Ohren Treasurer: Amy Anderson Sr. Delegate: Shelly Klein Jr. Delegate: Al Kendall 2<sup>nd</sup> yr board: Christopher Roberts, Patricia Johnson, Bill LeTourneau, Heather Faucher 1<sup>st</sup> yr board: Christopher Bosley, Ryan Sura, Anne Snyder, Thelma Apiagyei</b>		
<b>Email vote 6/1/17</b>	<b>Shelly motioned for the MSRC to be one of five trial sites for the state society community on the AARC connect website. Chris R. seconded the motion.</b>	<b>13 out of 15 members cast a vote and all voted yes. Motion passed.</b>	
<b>Email vote 7/28/17</b>	<b>Anne motioned to approve the proposed changes to the MSRC bylaws. Amy seconded the motion</b>	<b>Motioned passed.</b>	