

Oregon Society for Respiratory Care
Board of Directors
Friday February 4, 2005
Monarch Hotel
Clackamas, Oregon

LUNCH 1230 PM

Present: Linda Tier, Janet Holloway, Pat Pangburn, Cheryl Vial, Joe Dwan, Nancy Lapka, Norm Kerr, Dan Coons, Jennifer Walker, Trish Stanley, Craig Van De Walker, Jim O'Brien, Tim Hutchison, Cathy Melero,
Absent: Marilyn Barclay, Jason Childers, Paula Butcher, Chuck McGhee, Sandra Richey-Wallace, Chris Sorensen, Randy Cox, Susan Pfanner, Jack Kelly.

A quorum was established

Called to Order at 12:30 pm on Friday February 4, 2005, by President Trish Stanley

Approval of agenda: *Moved and seconded to pass the agenda. MOTION PASSED*

Approval of Minutes: *Moved and seconded to approve the minutes from the February 1, 2005 Board of Directors Meeting as corrected. MOTION PASSED*

Treasurers Report - Dan Coons

Discussion about Morgan Stanley account. Dan recommends that we look for a new bank. *Moved and seconded, by April 1st 2005, all but \$100.00 of the funds be transferred from Morgan Stanley to US bank and 30 days later the balance be transferred. MOTION PASSED. Dan is charged with completing this task.*

Discussion about mileage reimbursement. Motion made to set the mileage reimbursement rate to equal that of the IRS rate which is currently at 40.5 cents a mile. A policy is to be written and reviewed annually. **Marie will issue a report on the current meal policy and submit it to Trish. Trish is charged with locating the policy manual**

Appointment/Approval of New Committee Chairs

Membership: Paula Butcher

PACT: Joe Dwan.

Alternate Site: Cheryl Vial

Management: Trish to identify interested individual and invite to the March Board Meeting

Public Awareness: Jason Childers

Motion and seconded to approve committee chairs. MOTION PASSED

Conference Report - Vice President Nancy Lapka and Committee:

Registration Numbers: Nancy Lapka and Dan Coons: 225 pre-registered, 45 at the door, some comped, some students. Nobody signed up for APT credits. Do we need to have this available for next year? Catering was increased with more food and endless coffee

available. Not enough food for vendors on the first day, this was resolved for the following day.

Vendors - Director Tim Hutchison: There were 46 paid booths, 3 are unpaid. There may be a grant from Glaxo-Smith Kline. One vendor expressed a feeling that the vendor area was less crowded than last year; other vendors did not feel this way. Again, items disappeared from 2 tables this year. Security will need to be hired for next year's conference because of the location. Discussion about how to solicit new vendors. Next year will have more tables for vendors but less vendor space.

Chili Cook-Off - Marie Keyes

9 Chili's: \$1512.00 was raised and given to Dan Coons

Respiroics: Winners of Best Chili

Sacred Heart: Winners of Mucho Chili Bucks and Showmanship

OHSU: Winners of Peoples Choice.

Thank you to everyone who participated.

Sputum Bowl - Doesn't seem to be enough interest in the sputum bowl. Teams are not re-registering and it is very difficult to find and put together teams at the last minute. Marie will be sending a recommendation for discussion at the March board meeting regarding future sputum bowls.

Membership - Paula Butcher

New Members: 43 new members

Extra Vouchers 4 given to Dan, 2 sold, 1 to Sandra, 1 to Dr. Carolan

Public Awareness - Chair Jason Childers

Practioner of the Year Announcement: Anne Fraver

Silent Auction results - Janet Holloway

Janet to decide how to disperse funds made in the silent auction (scholarships).

Alternate Site Committee Report - Co-chairs Cheryl Vial and Susan Pfanner

Meeting Report. No report

Education Committee - Randy Cox

Call for educational articles for future Breath Sounds. Linda Alloway offered to write on Asthma, and Craig is submitting an article on transplants. We are still in need of more.

Audit Report

Thank you to all participants. Surprisingly, it went well. There was a good flow of information on receipts. There were only a few years with problems. Written recommendations by the March board meeting.

PACT Report

There were 46 people that came to the OSRC booth and sent letters using Capitol Connections. We need to keep encouraging people to use Capital Connections.

Old Business

Election Results - Patrick Pangburn

Board Action: Moved and seconded that the election results be accepted as submitted and that Patrick Pangburn retains all ballots (Election chair) for 30 days and then dispose of them. MOTION PASSED

Calendar - Secretary Jennifer Walker

Enclosed in the folder is:

- A 2005 OSRC calendar with meeting dates, conference dates and OSRC BOD reminders. Please check this out for dates you might need to be put in the calendar and e-mail them to me. Friday's agenda and Tuesday's meeting minutes also enclosed.
- A 2005 Officiary, please email Jennifer any changes
- An email Directory for the BOD, Jennifer will complete now that the committee chairs have been approved
- A copy of the bylaws
- A flyer with a map to Silver Creek Conference Center
- A copy of your job description(s). Craig, as president elect, has a copy of ALL job descriptions.

New Business

Agenda Items for March

Budget Requests Due to Dan 2/21

Next Meeting - March 4 at Silver Creek Falls Conference Center to start at 9:00 am.

Call for Nominations

Start thinking now for:

- Treasurer
- Vice President
- North Eastern Director
- Southern Director
- Secretary

Dan Coons would like to offer a Proposal to alter the treasurer's term. For tax reasons, the terms may overlap. Dan will bring recommendation to the March Board Meeting.

Janet has proposed that the Nov. meeting that is overnight at Silver Falls be held at the Sheraton so we can see the facility and the layout of the hotel. This way we may not need a 2-day meeting. Nancy will get Trish the phone number for the contact person at the Sheraton to set up the meeting and request rooms.

Future Meetings

Friday, March 4, 2005 Silver Creek Falls Conference Center Stayton, Oregon 9:30 AM

Friday, June 10, 2005 Silver Creek Falls Conference Center Stayton, Oregon 9:30 AM

Friday, September 16, 2005 Silver Creek Falls Conference Center Stayton, Oregon 9:30 AM

Thursday and Friday, November 10 and 11, 2005 Silver Creek Falls Conference Center Stayton, Oregon. Beginning at noon on 11/10. (NOTE: Location and time may change for the November board meeting.)

Please get all agenda items in to me by Monday Eve 02/07/2005.