

WSRC BOD Meeting Minutes

July 16, 2009

Teleconference 0800-0930



BOD Members Attending:

Greg Spindler (President), Anne Flaten (Present-Elect & Nominating Chair), Janet Stephens (Secretary), Herb Laib (Treasurer), Bill Pupanek (Parliamentarian/Delegate), Deb Hendrickson (Parliamentarian/Delegate), Gretchen Mazurczak (District IV), Franz Schuttenhelm (District VI), Jennifer Horkan (Public Relations Co-Chair), , Mary Bandler (Education Chair), Barb O’Leary (Home Care Co-Chair), David Cooksey (Past-President)

Topic/Goal	Presenter		Recommendation/Action	Person Responsible
Call to Order	Spindler	Greg Spindler called the Meeting to order at 0805 Quorum present eventually.		
Introductions	Spindler			
Meeting Agenda		Meeting agenda and officer reports had been previously e-mailed to the BOD.		
Approval of Minutes		Approval of BOD Meeting minutes of 04/26/2009.	Motion was made by Gretchen Mazurczak and seconded by Deb Hendrickson to approve the April 26, 2009 WSRC BOD Meeting minutes. No objections.	

		<p>she assumes the position as chair of the Budget/Audit Report</p> <ul style="list-style-type: none"> -Herb Laib stated that our accountant keeps filing extensions for the society taxes because we are tax exempt. -Herb stated that we pay our accountant \$500 to file our taxes. He doesn't seem to serve our needs. -No audit has been done in the recent past. 	<p>to discuss responsibility.</p> <p>Do we need to a new accountant?</p>	
Vice President	Lampro	<ul style="list-style-type: none"> • No report submitted • Not on the call 		
Secretary	Stephens	<ul style="list-style-type: none"> • Report submitted 		
Treasurer	Laib	<ul style="list-style-type: none"> • Reports submitted <p>Herb Laib provided a brief synopsis of his report.</p> <p>-Total assets as of 5/29: \$122,139.27</p> <p>-Expenses exceeded income due to money spent for NRRCC without collecting monies from ALA. The NRRCC results: paid out \$62K, with only \$37K coming in (mostly from booths).</p> <p>-IRS ruling – collection is suspended. Waiting for the ruling on abatement.</p> <p>-Budget year switched to calendar year.</p>	<p>Greg has contacted the ALA for final conference tallies. His estimate based on 315 total attendees – some students @\$90 each, some by preregistration, some walk-ups = \$47K average split with MN. Under projected attendance.</p>	

		<p>Discussion initiated about raising the price of the NRRCC. Current cost of \$200 for high quality speakers, 5 meals, etc. is probably on the low side. Could the registration be raised to \$250 or even \$300 and maintain attendance?</p> <p>Are poster contest monies and scholarship awards in the budget?</p> <p>BOD retreat monies. Submitted to Herb Laib to include in the budget proposal the expenditure of ~ \$5000 as it appears that the retreat will happen.</p> <p>Proposed budget was attached to agenda. New budget year started June 1st.</p>	<p>Need to discuss with MSRC as well. The cost of speaking fees, convention space, and food has escalated, while the registration fees haven't kept up.</p> <p>Herb stated that it won't appear until next year's budget, so we will need to revisit later in the year (October).</p> <p>Motion was made by Bill Pupanek and seconded by Deb Hendrickson to approved the proposed budget. Unanimous vote – all ayes</p>	
Delegates	Pupanek/ Hendrickson	<ul style="list-style-type: none"> • Report submitted <p>Bill Pupanek and Deb Hendrickson briefly highlighted their report.</p> <p>Review draft of proposed agenda.</p> <p>BOD retreat discussed. Scheduled for October 1 & 2. Gretchen has been working with Bill to preview facilities.</p>	<p>Gretchen located 2 places that can do conferences in the Stevens Point area with attached dining facilities to minimize driving.</p> <p>-Holiday Inn \$94/ night + \$150 for the 2 half days of meeting room needs. -Ramada Inn \$79/night . If 20 guest rooms</p>	

		<p>AARC HOD meeting next Monday & Tuesday 7/20-7/21 – Bill & Deb</p> <p>-Relationship between WSRC and state medical board - none @ this time. The state requires a list of questions in advance if they are to show at a BOD meeting.</p> <p>-Discussed Cheryl West’s “Change one Thing”.</p> <p>-Deb doing a collaborative Powerpoint presentation at the HOD with MSRC about working together and sharing ideas between state societies (shared conferences).</p> <p>-Bob Milisch won the outstanding contributor of the year award. Deadline to nominate him for FAARC is August 31st.</p>	<p>are reserved, the \$150 conference room fee is waived. Projection for budget increased to \$6000.</p> <p>-Bill to work to firm up the agenda and align speakers.</p>	
PACT	Milisch	<ul style="list-style-type: none"> • No report submitted • Not on call 		
District I	Raine			

		<ul style="list-style-type: none"> • No report submitted • Not on call <p>Matt Raine is planning a one day conference at CVTC on 10/23 during RC week. There will also be a District meeting social event the evening prior.</p>		
District II	Schroeder	<ul style="list-style-type: none"> • No report submitted • Not on call 		
District III	Summers	<ul style="list-style-type: none"> • No report submitted • Not on call 		
District IV	Mazurczak	<ul style="list-style-type: none"> • No report submitted <p>Gretchen is in the planning stages for 3 district meetings.</p> <p>(1) Presentation with Terry @ MATC first & second year students – snack break (October?)</p> <p>(2) Still trying to schedule PH lecture and seeking sponsorship</p>		
District V	Heffron	<ul style="list-style-type: none"> • No report submitted • Not on call 		
District VI	Schuttenhelm	<ul style="list-style-type: none"> • No report submitted <p>Franz is new to board and is in the process of familiarizing himself with</p>		

		his role on the BOD		
Budget & Audit	Cooksey/ Laib	<ul style="list-style-type: none"> No report submitted <p>No activities to report at this time.</p> <p>Bylaws are overdue for review. Can we include the voting rights question about past-president onto next year's ballot?</p>	Bylaws are supposed to be reviewed Q5 years and the last review was 2001.	
Bylaws & Judicial Chair	Milisch	<ul style="list-style-type: none"> Not on call 		
NRRCC	Lampro	<ul style="list-style-type: none"> Not on call 		
Education	Bandler	<ul style="list-style-type: none"> Report submitted <p>Mary summarized her report.</p> <p>Scholarship monies were dispersed to all 7 schools.</p> <p>Poster contest winner monies dispersed. Is the award too high (\$500 to RCP and student winners)?</p>	<p>Need to add winnings and scholarship monies to 2010 budget.</p> <p>The RCP award will remain \$500 and should be taken to the national level. The student award will be reduced to \$250.</p>	
Membership	Miller/ Meinen	<ul style="list-style-type: none"> Report submitted <p>Reviewed their report noting that membership numbers increased to about 850 in March. If membership</p>		

		<p>could be increased by an additional 10%, the numbers would go over 900 by next convention.</p> <p>They would like to purchase another \$3750 worth of membership vouchers = 50 x \$75. When are they requesting them?</p> <p>What is the best plan for distribution of the vouchers?</p> <ul style="list-style-type: none"> (1) offer to district reps to sell (2) give-aways <p>Mary Bandler wondered if each rep. could get 5 vouchers and the membership committee would hold the remaining vouchers.</p> <p>Terry and Theresa get the vouchers after the treasurer (Herb) has purchased them. After they are purchased by new members, the funds go back to the WSRC.</p>	<p>Herb Laib to place in the budget. Greg to follow-up with membership co-chairs to determine when they are requesting the vouchers.</p> <p>Greg has contacted the membership co-chairs with this info.</p>	
Nominations and Elections	Flaten	<ul style="list-style-type: none"> • No report submitted <p>Anne Flaten is looking for someone to chair this committee.</p>		
Home Care	O’Leary/ Zurawski	<ul style="list-style-type: none"> • No report submitted <p>Barb said that the committee is</p>		

		<p>working on competitive bidding.</p> <p>Barb encouraged everyone to contact their congressmen and senators to support HR #2372 – to support cutting the 36 mo. cap on Medicare O2 patients.</p>		
Legislative Chair	Grennier	<ul style="list-style-type: none"> • No report submitted • Not on call 		
Public Relations Web Page	McDermott/Horkan	<ul style="list-style-type: none"> • No report submitted <p>Jen on call initially, but left call before reporting.</p>		
Disaster Response and Preparedness	Milisch	<ul style="list-style-type: none"> • No report submitted • Not on call <p>Mary Bandler shared with the BOD that when the CDC came down with the caution for the swine flu, the dean @ MPTC was contacted to find out where the disaster vents were located and are they ready, if needed.</p> <p>Anne asked if anyone knows how many vents are available at the federal level? The state has approximately 6-7K. Eagles are in stockpile and the LTV 1200 and I-vents are deployed to hospitals and schools.</p>		

New Business		<p>The retreat is now a go officially. The BOD meeting will be rolled in to the agenda.</p> <p>Dave Cooksey is creating an official “toolbox” for the BOD to be located on the WSRC website soon.</p> <p>Herb resubmitted the proposed budget to the BOD members with the changes discussed during this meeting.</p>	<p>Bill & Gretchen will allow for 1 ½ - 2 hours in the agenda.</p> <p>Kitty Mead will try to get the new toolbox to go live approx. the second week of August. It will be located in the WSRC BOD webpage. Greg asked if it could include an example of a BOD members budget to help district reps. All members should view the toolbox and forms prior to the retreat.</p>	
Next Meeting		<p>At the WSRC retreat October 1 & 2. Details to follow.</p>	<p>Future meetings: 11/19 face to face ? 1/21 teleconference 4/18/2010</p>	
Meeting adjourned.		<p>BOD meeting adjourned 0930.</p>		

Respectfully submitted by,
Janet E. Stephens, RRT, RCP
WSRC Secretary