

WSRC BOD Meeting Minutes

November 20, 2008

Teleconference

BOD Members Attending:

Dave Cooksey (President), Greg Spindler (President-Elect), Marshall Dunning III (Secretary), Herb Laib (Treasurer), Bill Pupanek (Parliamentarian/Delegate), Deb Hendrickson (Parliamentarian/Delegate), Barb O'Leary (Home Care Co-Chair), Terry Miller (Membership Co-Chair), Theresa Meinen (Membership Co-Chair), Gretchen Mazurczak (Public Relations Co-Chair), Mary McDermott (Public Relations Co-Chair), Jennifer Horkan (Public Relations Co-Chair), Anne Flaten (Nominating Chair)

Guests:

Topic/Goal	Presenter		Recommendation/Action	Person Responsible
Call to Order	Cooksey	David Cooksey called the Meeting to order at 8:05 a.m. Quorum present		
Introductions	Cooksey	Mary McDermott introduced Jennifer Horkan as new Public Relations Co-Chair.		
Meeting Agenda		Meeting agenda and officer reports had been previously e-mailed to the BOD.		
President's Report	Cooksey	<ul style="list-style-type: none">• No report submitted Dave Cooksey provided a brief narrative about the Sputum Bowl and the need to make sure that Wisconsin is well represented at the next conference.		

		<p><i>Old Business:</i></p> <p>Deb Hendrickson updated the BOD on the AARC 'International Fellowship Program'. Fiona Ng, the AARC International Fellow, will be arriving in Madison on Saturday, December 6 and departing on Friday, December 12 to Anaheim. An itinerary was provided. There will be a banquet on Monday evening December 8 at the Crown Plaza in Madison.</p>	<p>Information about the banquet will be submitted to Pat Lee at the AARC and Kitty Mead for posting on the WSRC website.</p>	
President-Elect	Spindler	<ul style="list-style-type: none"> • Report submitted <p>Greg Spindler provided a brief synopsis of his report.</p>		
Vice President	Lampro	<ul style="list-style-type: none"> • No report submitted <p>Not on conference call.</p>		
Secretary	Dunning III	<ul style="list-style-type: none"> • Report submitted <p>Marshall Dunning provided a brief summary of report.</p>		
Treasurer	Laib	<ul style="list-style-type: none"> • Reports submitted <p>Herb Laib discussed reports in some detail. The</p>		

		<p>golf outing expenses exceeded income by \$100.00. A Wisconsin Non-stock Corporation Annual Report has been filed at a cost of \$90.00. Herb discussed the possibility of transferring monies to 'cash money market'. He stated that we are in the most conservative funds available, however we have taken a "hit" with the current economic downturn. There was discussion whether or not to transfer to another fund or leave for now. Greg Spindler indicated that historically the checking account balance should have enough to support the WSRC for two (2) years if there was no income under the worst case scenario. The general consensus of the BOD was to 'ride it out' and place on the next agenda to revisit.</p> <p>Deb Hendrickson talked about the status of the funding for the international fellow and her urgent concern. Apparently, Masimo was going to contribute \$1,800.00 but backed out recently. GE may sponsor \$500 to \$1,500.00, Pall Filter about \$100.00, and Marquette about \$100.00. It was mentioned that there is \$2,000.00 in the international fellow account which had been previously approved.</p>		
<p>Delegate/ Delegate-Elect</p>	<p>Pupanek/ Hendrickson</p>	<ul style="list-style-type: none"> • Report submitted <p>Bill Pupanek discussed the report. He went in to some detail regarding two (2) resolutions and asked whether or not these will be supported by the WSRC BOD.</p>	<p>The WSRC BOD supports both resolution #94-08-24: "Resolved that the AARC provide the option of direct deposit of state affiliate's</p>	

			<p>quarterly revenue sharing checks into affiliate's checking account.", and resolution #80-08-25: "Resolved that the AARC Chartered Affiliates Handbook (latest edition 1/08) be revised to delete: Officers duties Sections: Treasure, line VII; Secretary, line X, and from the General Information Form, line #6 to no longer require the submission of budget information to the AARC. That the AARC cease requiring such information from the chartered affiliates, effective immediately."</p>	
PACT	Milisch	<ul style="list-style-type: none"> No report submitted <p>Not on conference call.</p>		
District I	Raine	<ul style="list-style-type: none"> No report submitted <p>Not on conference call.</p> <p>Greg Spindler provided a brief summary of the District I conference held on October 22, 2008. About 35-40 attended the conference.</p>		<p>Dave indicated that he would forward a 'Board of Directors' manual to Matt.</p>
District II	Schroeder			

		<ul style="list-style-type: none"> • No report submitted <p>Not on conference call.</p>		
District III	Summers	<ul style="list-style-type: none"> • No report submitted <p>Not on conference call.</p>		
District IV	Mazurczak	<ul style="list-style-type: none"> • Report submitted <p>Gretchen Mazurczak is currently working on a District meeting.</p>		
District V	Heffron	<ul style="list-style-type: none"> • No report submitted <p>Not on conference call.</p>		
District VI	Ducharme	<ul style="list-style-type: none"> • No report submitted <p>Not on conference call.</p>		
Budget & Audit	Spindler/ Laib	<ul style="list-style-type: none"> • No report submitted <p>The President-Elect should chair this committee.</p>	Greg Spindler as President-Elect will serve on the committee as well as Heb Laib.	
Bylaws &	Milisch			

Judicial Chair		<ul style="list-style-type: none"> No report submitted <p>Not on conference call.</p>		
NRRCC	Spindler/ Lampro	<p>Greg Spindler provided an update on the September 29-October 1, 2008 Fall Bi-State Meeting which was held at the Mayo Civic Center in Rochester, MN.</p> <p>Apparently a situation arose as a block of rooms had been reserved and were not released in time to avoid a penalty. The initial penalty was \$16,800.00; however it was reduced to \$12,500.00 by the end of the Conference as some of the registrants did not mention they were attending the Bi-State Convention. The hotels will cross reference their guests and this figure may go down some. 291 attended the Conference.</p> <p>Greg provided an update on the Spring Conference which will be held on April 27-29, 2009, at the Kalahari. The projected attendance is 500-550. There will be online registration which will save about \$5,000.00 to \$7,000.00 in mailing costs. Vendors will also be able to register online. In terms of hotel rooms at the Kalahari, if 85% of blocked rooms are not rented two (2) months prior to meeting date they will be released.</p> <p>The Joint Executive Committee (JEC) for the NRRCC is composed of six (6) members; three (3) from Minnesota and three (3) from Wisconsin. Currently, the WSRC is represented by Greg</p>		

		Spindler, Lynn Lenz, and Bob Milisch.	Greg indicated that he would speak to Bob Milisch to see if he wanted to continue. Pending Bob's decision Ken Lampro may be appointed to the JEC of the NRRCC.	
Education	Bandler	<ul style="list-style-type: none"> • Report submitted <p>Not on conference call.</p>		
Membership	Miller/ Meinen	<ul style="list-style-type: none"> • No report submitted <p>Terry Miller briefly highlighted the current membership numbers: 732 active (20 new members added last month), and 26 associate members.</p> <p>Bill Pupanek indicated that listing someone as an 'associate' member makes them ineligible for revenue sharing from the AARC.</p>	Terry indicated that he would review the membership trend over the past few months to see if we are gaining or losing membership.	
Nominations and Elections	Flaten	<ul style="list-style-type: none"> • No report submitted <p>The positions that are open include:</p> <p>President-Elect Secretary District 2, 4, and 6 Reps</p>		

		<p>Delegate-Elect</p> <p>Requests for nominations will be sent out beginning of January, 2009.</p>		Gretchen Mazurczak said she would help out.
Home Care	O'Leary/ Zurawski	<ul style="list-style-type: none"> • Report submitted <p>Barb O'Leary gave a brief narrative of her report.</p>		
Legislative Chair	Grennier	<ul style="list-style-type: none"> • No report submitted <p>Not on conference call.</p>		
Public Relations Web Page	McDermott/H orkan	<ul style="list-style-type: none"> • No report submitted <p>Mary McDermott previously met with Jennifer Horkan to discuss goals for the coming year. A suggestion was to call RT directors at various hospitals and interview them about their department and hospital. This could than go up on the WSRC website.</p>	A suggestion was made to perhaps include a picture of the hospital, number of RTs, etc.	
Disaster Response and Preparedness	Milisch	<ul style="list-style-type: none"> • No report submitted <p>Not on conference call.</p>		
New Business		Pat Lee will be retiring form the AARC and Dave Cooksey suggested that the WSRC give her some	Barb O'Leary suggested a plaque and will look into this and report	

		<p>recognition for her work.</p> <p>Deb Hendrickson suggested that we nominate Bob Milisch for AARC Fellow.</p> <p>Bill Pupanek talked about additional items for the WSRC website.</p>	<p>back at our next meeting.</p> <p>Bill recommended posting dates of the BOD meetings, etc.</p>	<p>Bill Pupanek said he would look into the AARC Fellow Program and the requirements.</p> <p>Dave Cooksey said he would follow up with our web master.</p>
Next Meeting		<p>Teleconference: January 22, 2009 from 8:00 a.m. to 11:00 a.m.</p>		
Meeting adjourned.		<p>Meeting was adjourned at 9:50 a.m.</p>		

Respectfully submitted by,
Marshall B. Dunning III, Ph.D., RCP
WSRC Secretary