**South Dakota Society for Respiratory Care**

**Board of Directors Pre-Conference Meeting Minutes**

**Monday, October 3rd, 2022**

1. **Call to Order:** Ashley H called the meeting to order at 1712.
2. **Members Present:** Ashley Herron, Angie Haugen, Ashley Frerichs, Kayla Salonen, Mindy McManigal, Lori Harrison, Madison Ferguson (via phone), and Amy Powers (via Zoom)
3. **Guests:**
4. **Secretary’s Report** – Kayla S
	1. Meeting minutes from September 2022 Meeting were presented.
	2. No amendments needed.
	3. Ashley F motioned to approve meeting minutes. Lori seconded. Motion carried.
5. **Treasurer’s Report** – Lori H
	1. The following reports were presented:
		1. Review of 2022 Account Balances for 2022 Annual Business Meeting
6. **Delegate’s Report** – Angie H/Ashley F
	1. Discussion of key points for finalization of Annual Business Meeting presentation
7. **Standing Committee Reports**
	1. Financial Review – No report
	2. Bylaws – No report
	3. Legislative – No report
	4. PACT – No report
	5. Membership – Mindy M/Amy P
		1. Discussion of key points for finalization of Annual Business Meeting presentation
			1. Bringing membership overview for both local and national to the membership
	6. Nominations-Elections – Ashley H
		1. Current nominations
			1. 3 nomination forms currently handed in
	7. Program-Education – Mindy M
		1. Annual Conference update
			1. Day 1 Registrants: 51
			2. Day 2 Registrants: 47
			3. Vendors: 30
		2. Preliminary 2022 Conference Income Sheet will be shared at the Annual Business Meeting
		3. Discussion on how to handle registration and vendor fees in the future
			1. Venmo may be an option to reduce costs
		4. Petty cash, in the amount of $50, will be taken out of the Wells Fargo account to have on hand at the Conference. It will be deposited back into the account at the culmination of the Conference.
	8. Website-Public Relations – Kayla
		1. 2022 Annual Conference and Business Meeting Agenda updated on website
		2. Discussion on need to review email links within the website.
	9. Student Representatives – No report
8. **Old Business**
	1. Finalization of Annual Business Meeting PowerPoint
9. **New Business**
	1. Student representative for HOD 2023 (Spring or Winter)
		1. Will put call out to current students to consider being a student representative at a 2023 HOD meeting
	2. 2023 and 2024 Bids for Conference
		1. Kayla Salonen will take the bid for the 2023 conference to be held in Sioux Falls, SD.
		2. 2024 bid is still open.
	3. RT of the Year selection
		1. The Nominations Committee met to select the 2022 RT of the Year.
		2. Kayla motioned to select Angie Haugen as the 2022 RT of the Year. Lori seconded. Motion carried.
		3. Thank you, Angie, for all of your hard work and contributions to the profession!
10. **Announcements**
	1. Next meetings
		1. 2022 Annual Business Meeting: October 4th, 2022
		2. Post-conference Board of Directors Meeting: October 5th, 2022
11. **Adjournment**
	1. Motion to adjourn was made by Mindy at 1832. Ashley H seconded. Meeting adjourned.