

KANSAS RESPIRATORY CARE SOCIETY

February 24, 2010, 1:00 P.M.

Washburn University, Topeka, Kansas

(Minutes taken by Dan Conyers for Leona Evans)

Those Present

Don Carden, Terri Lesser, Melanie Asmussen (on-line), Ed Anderson, President, Rusty Taylor, Meg Trumpp, Dan Conyers, Curtis Kidwell (on-line), Deb Fox, Pat Patterson, Karen Schell, Regina Chard, David Mantz, Troy Gooch, Jana Cox (on-line), and Nancy Jones (on-line).

Welcome and Minutes

President Ed Anderson convened the meeting, welcomed the group and asked each person present to introduce themselves.

Dan Conyers moved that the minutes from the last meeting be accepted as amended. Don Carden seconded the motion and the motion passed unanimously.

Treasurer's Report

Pat Patterson presented the treasurer's report (attached) including the final tally of expenditures for 2009.

The group discussed the impaired provider contract with the Kansas Board of Healing Arts. There is a shortfall in reimbursement and the group discussed whether or not to renew the contract.

Don Carden moved and Dan Conyers seconded that the 2010 budget be the same as the 2009 budget. The motion passed with two "nay" votes.

Nancy Jones moved and Terri Lesser seconded that we allocate \$700 to purchase a new laptop computer for Society business. The motion passed unanimously.

Delegates' Report

Terri Lesser and Karen Schell reported that the AARC thanked the KRCS for 100% Kansas hospital participation in the nation-wide ventilator survey.

Nominations for AARC Board and Director at Large are due March 17th. House of Delegates' resolutions are due soon and PACT is sponsoring a national letter writing campaign. Donations to the Disaster Relief and Fellowship funds are welcome.

We may consider creating a mini-BOMA to consult with the KRCS and give presentations. Membership could consist of a variety of physician specialties.

Directors' Report

A proposal for the the Russ Babb Scholarship will be emailed to the Board soon.

Plans are being made for a 2011 Russ Babb Semniar.

The group discussed holding an educator/manager seminar each February or March.

Curtis Kidwell led a discussion about the KRCS website. Topics included: brochure posting, decreased number of hits, website income, tax liability, marketing strategies and links to AARC Facebook.

CEU Evaluator

Mel Asmussen reported that provider letters were sent out and that reports are due by April 30th. The president will appoint a committee to make proposals for providership fees and the cost of ads on the KRCS website.

Future Meetings

The President reported that he will soon send a list of dates and locations for future meetings for the rest of the year.

Chapter Reports

Dan Conyers reported that Chapter 1 is conducting a seminar with the MSRC later this month.

The President will fill the Chapter 7 leadership vacancy.

Committee Reports

Bylaws

Terri Lesser reported that the AARC will review the KRCS By-Laws next year.

Terri has prepared a notebook for each position on the KRCS Board. This notebook is to be passed on to the subsequent holders of the position.

Chapter Affairs:

We have 655 total members, 548 of whom are active members.

Education

Terri Lesser updated the group on the status of the April seminar in Topeka.

The group discussed the relative merits of having presentations for 6 hours on two consecutive days versus 8 hours the first day and 4 the second.

The group agreed that electronic voting was consistent with the KRCS By-Laws.

Legislative / PACT

Deb Fox reviewed the results of Legislative Day which occurred this morning. Several members of the Board lobbied members of the Kansas House in support of the Kansas Clean Air Act which would limit smoking. She also discussed the bill that would license perfusionists, and the Legislative Days and PACT meeting in Washington D.C. on March 8th and 9th.

Special Guest

Kathleen Lippert, Acting Executive Director of the Kansas Board of Healing Arts, presented an overview of the Board's duties and responsibilities regarding respiratory therapists. She discussed enacting legislation, mission, structure, processes, and current legislation with the group. She answered questions regarding conduct issues, the standard of care, mailing lists, and the impaired provider program.

Respectfully submitted:
by Dan Conyers for Leona Evans,
Secretary KRCS

Respectfully submitted:
Ed Anderson, President KRCS

Treasurer's Report

I will be unable to make the board meeting due to commitments at work.

I have been to the bank and had change of addresses put in and paid the credit card balance.

I have set up the credit card to pay the balance each month automatically from the checking account.

I changed the delivery options on the bank statements to paperless. This will save us \$3.00 a month since they won't be sending us back the cancelled checks. We will, however, be able to see and print them on-line. There is no charge for this.

The accountant is making out the 1099 forms for Mel and Julia. He will file them electronically and I will send them the copies as soon as I get them.

I sent checks to Karen and Suzanne for the PACT trip.

The re-imbursement from the Board of Healing Arts for impaired provider treatment was \$1588.99. We had billed them for \$2,236.79. This is \$647.80 short. I believe this was due to it being submitted late.

There are two deposits to the checking account listed as "Counter Credit" and I do not know which category to put them in.

I received the 4th quarter affiliate shares check in the amount of \$1,399.20.

Checking account balance is \$9,608.50, which includes the two checks mentioned above.

Savings account Balance as of today is \$18,385.20

Russ Babb Scholarship Fund balance is \$11,192.00

Investment Fund balance is \$30,908.67

BUDGET for 2009

Total Income	\$70,976.98	Total Expenses	
	\$70,380.91		
<u>Budgeted income</u>	<u>\$74,900.00</u>	<u>Budget Expenses</u>	<u>\$74,870.00</u>
Difference	-\$3,923.02	Difference	\$4,489.09

Would the Board be willing to spend some money either to upgrade the KRCS laptop computer, or buy a new one. There are two problems with the old computer. The RAM is inadequate to run some of the Power Point programs. There is no way to connect to the internet to access the bank and credit card accounts. A new one that would suit our needs would be around \$400,

Respectfully Submitted,

Aubrey Patterson
KRCS TREASURER

Category Description	1/1/2009 Actual	Budgeted	12/31/2009 Difference
Income			
400 Affiliate Shares	6,513.75	3,273.48	3,240.27
425 Sponsorships			
Website	15	15.00	0.00
TOTAL 425 Sponsorships	15	15.00	0.00
430 CEU Non-Member	330	330.00	0.00
450 Providership	5,195.00	5,195.04	-0.04
500 Interest Income	8.47	8.52	-0.05
CD Interest	349.37	349.32	0.05
TOTAL 500 Interest Income	357.84	357.84	0
610 State Meetings			
Exhibitors	13,451.00	13,451.04	-0.04
Golf Tournament	735.68	735.72	-0.04
Registration	23,420.00	23,420.04	-0.04
TOTAL 610 State Meetings	37,606.68	37,606.80	-0.12
620 WKS Meeting			
Exhibitors	4,355.00	3,954.96	400.04
Registration	7,855.00	7,854.96	0.04
TOTAL 620 WKS Meeting	12,210.00	11,809.92	400.08
630 ARBMES	3,170.00	4,220.04	-1,050.04
650 Impaired Provider Program	3,675.95	3,675.96	-0.01
990 Miscellaneous Income	2,833.00	999.96	1,833.04
TOTAL Income	71,907.22	67,484.04	4,423.18
Mandatory Expenses			
710 Society	-1,386.05	-1,236.00	-150.05
Impaired Provider Program	-8,402.10	-8,402.16	0.06
Membership Drive	-4,050.00	-4,050.00	0.00
Post Office Box	-40.00	-39.96	-0.04
Presidential Travel	-119.20	-119.16	-0.04
Safe Deposit Box	-75.00	-75.00	0
Society Affairs	-2,129.32	-2,129.28	-0.04
TOTAL 710 Society	-16,201.67	-16,051.56	-150.11
715 Treasurer			
Accountant & Tax			
Preparation	-2,160.72	-2,160.72	0.00
Bank Charges	-584.89	-622.32	37.43
Postage	-38.28	-38.28	0
TOTAL 715 Treasurer	-2,783.89	-2,821.32	37.43
725 Delegate Travel	-587.27	-587.28	0.01
Lodging	-823.33	-823.32	-0.01
Meals	-111.09	-111.12	0.03
Travel	-1,913.56	-1,913.52	-0.04
TOTAL 725 Delegate Travel	-3,435.25	-3,435.24	-0.01

820 CEU Evaluator			
Evaluator Expenses	-189.02	-189	-0.02
Evaluator Fees	-3,426.00	-3,426.00	0
TOTAL 820 CEU Evaluator	-3,615.02	-3,615.00	-0.02
850 Legislative Activities			
Legislative Day	-29.42	-29.40	-0.02
PACT Washington	-853.61	-853.56	-0.05
TOTAL 850 Legislative Activities	-883.03	-882.96	-0.07
880 Public Relations			
Promotional Items	-168.51	-168.48	-0.03
Supplies	-487.92	-487.92	0
Supplies	-1,216.12	-1,216.08	-0.04
TOTAL 880 Public Relations	-1,872.55	-1,872.48	-0.07
900 Publications			
Postage	-204.65	-204.60	-0.05
Postage	-34.96	-34.92	-0.04
TOTAL 900 Publications	-239.61	-239.52	-0.09
910 State Meeting			
Entertainment	-388.97	-388.92	-0.05
Exhibitor Reception	-395.2	-395.16	-0.04
Facilities	-477.18	-477.24	0.06
Facilities	-20,814.94	-20,814.96	0.02
Folders	-263.31	-263.28	-0.03
Golf Tournament	-787.66	-787.68	0.02
Miscellaneous	-1,024.54	-1,024.56	0.02
Postage	-358.34	-358.32	-0.02
Printing	-297.64	-297.60	-0.04
TOTAL 910 State Meeting	-24,807.78	-24,807.72	-0.06
920 WKS Meeting			
Brochure-Printing-Postage	-936.11	-936.12	0.01
Door Prize	-193.66	-193.68	0.02
Facilities	-4,766.23	-4,766.28	0.05
Handouts	-325.41	-325.44	0.03
Speakers	-3,599.32	-3,599.28	-0.04
TOTAL 920 WKS Meeting	-9,820.73	-9,820.80	0.07
930 ARBMES			
ARBMES	-4,486.89	-4,486.92	0.03
999 Miscellaneous			
AV Equipment	-1,200.00	-1,200.00	0
AV Equipment	-47.98	-48	0.02
Charitable Contributions	-600	-600	0
TOTAL 999 Miscellaneous	-1,847.98	-1,848.00	0.02
TOTAL Mandatory Expenses	-69,994.40	-69,881.52	-112.88
OVERALL TOTAL	1,912.82	-2,397.48	4,310.30