

Date January 17, 2014

Location: Newman Regional Health Center, Emporia, KS.

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| Attending | Suzanne Bollig, Curtis Kidwell, Cheryl Skinner, Glenn Tammen, Troy Gooch, Karen Schell, Don Richards, Josie Roach, Charity Clark, Jerry Houchin, Dave Burnett | Recorder: Josie Roach |
| Absent: | Deb Fox, Dan Conyers, Mel Asmussen, Terri Lesser, Meg Trumpp | |

| Topic | Findings/Discussion/Conclusions/Recommendations | Action/Follow-up/Communications | Person(s) Responsible/Date |
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| Welcome | Troy welcomed the group and thanked everyone for coming. Everyone introduced himself or herself. | | Troy |
| Approval of Minutes | See December meeting minutes Charity posted online on AARC Connect. | Curtis moved to approve minutes. Suzanne seconded. All in favor. Motion carried. | Charity |
| Financial | <p>Don discussed Account Balances with the BOD. The 12-21-2013 financial reports are posted on the AARC Connect. A quarterly transaction report for 10/1/2013 to 12/21/2013. A yearly transaction report posted. Our total bank accounts and investments are up compared to this time last year. We earned 48 dollars from savings bond B in FY 2013. Credit card accounts zero and closed. Curtis to send a letter to Dodge City for advertisement on the KRCS website. Expenses down in a couple of areas and overall the expenses are less than budgeted. Conference expenses down as organizers found sponsors to pay for speakers. Scholarship funds now in separate categories. Our projected income for the two conferences were down however, the expenses stayed below budget.</p> <p>Jeff Scobe's leadership fund has 635 dollars and discussion will need to focus on how the funds will be used the future. Scholarship funds are all in one category with separate line items for both the Jeff Scobee and Rus Bass funds.</p> <p>Curtis asked if the bonds matured? Do we want to move into</p> | Suzanne motioned to approve the financial report Cheryl seconded. All in favor. Motion carried | Don |

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| | savings? Final maturity on savings bond A is the year 2032 at 4% and bond B in 2022 at 1.5%. Savings account has 37, 000 accruing about a \$1 a month. Don will look into CD account for funds. | | |
| Educate | No report. | | Melanie |
| Advocate | <p>Deb posted the Advocate report on AARC Connect. Colored copy in red has updates. Virtual lobby will begin prior to PACT Hill Visits on April 1. RT schools encouraged their students to send emails. HR 2619 has 19 co-sponsors all Democrats looking for sponsors for this bill. We would love to get some Republicans on board for this legislation.</p> <p>She reported we had 314 messages sent from Kansas. Letter for support need more participation. Have currently 92 advocates. Her goal is 100 activists. May ask family members, patients and coworkers. If you go to capital connections on AARC connect it will provide information on the legislation. Need all board members to help promote use of Capital Connections.</p> <p>KRCS legislative day is February 25, 2014, which is sponsored by Rep. Don Hill. Fifty-year anniversary of Surgeon General's report issued in 1964. Colors to wear orange and blue. First floor rotunda reserved. Two tables 6 chairs reserved. Rusty Taylor of Washburn Respiratory program contacted to invite students to participate. Flyers for this event will be available.</p> <p>HB2219: Kansas Clean Indoor Air Act and HB 2184: State plan for the comprehensive treatment of COPD. Both bills held over from last session.</p> <p>Continue to liaison with ALA and Tobacco Free KS to share</p> | | Suzanne/Deb |

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| | <p>information re: political advocacy and legislative efforts.</p> | | |
| <p>Promote</p> | <p>Karen Schell shared her Strategic and Operating Plan core strategy: Promote for 2014. The Promote group met at Charity's house on December 19, 2013 to brainstorming strategies for Pay it Forward and plans to get more people involved for the future. Promote activities by seeking out one person to get involved. If you participate in your community to promote the profession, share your activity with committee.</p> <p>Developed criteria to send a student to the House of Delegates & for the student to stay connected. Proposals include: Titles of awards are to be <i>Jeff Scobee's Development Award</i> and <i>Jeff Scobee's Leadership Award</i>. Provide information on how and why the scholarship was established and requirements for receiving this scholarship. Three people on the board could interview the top three candidates. Essay question why are you interested and what is the role of the KRCS and what do feel you can contribute. Additional information will be provided at next BOD meeting.</p> <p>This is a way to want to mentor and promote the profession. If you can keep them a member for at least 3 years they are more likely to stay involved. The importance of why and how to stay involved.</p> <p>Jeff Scobee's scholarship for leadership. Going to a PACT meeting will help individual experience and see the big picture to help promote the profession in the state society and become more involved. The award will require participation for 2 years. They must be an active member and submit and complete the application process as well. How will you articulate in HR 2619 and what will you bring to the future of our profession? Plan on sending someone for next year.</p> <p>Public relations campaign will include presentations to about</p> | | <p>Karen</p> |

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| | <p>200 students in Eudora scheduled March 6, 2014. Try and find career days in your community to help promote the profession. Current programs are set out for all the school in the area. Seek out career days for junior and seniors in your area. Kansas received honorable mention in the AARC Summit award that shows excellence in different categories. Excellent scores in all categories except membership. AARC was also down in membership.</p> <p>Promote the use of Connect. Great way to keep in touch with BOD. Try to expand that as well in the community. Need members to participate.</p> <p>Promote participating in other patient or professional groups. Looking for a patient to help promote the profession.</p> | | |
| Delegate Activity | Charity no new report. | | Charity |
| President's Report | <p>1. Completed/signed AARC chartered affiliate and co-marketing agreements first week of January. Both of these AARC programs provide revenue to the KRCS through sharing of membership dues and a portion of registration fees from KRCS members enrolling in specific educational programs through the AARC.</p> <p>2. The co marketing agreement is for any courses on the website. In addition, the AARC gives a 5-dollar member rebate when a KRCS member attends AARC congress. Motion to attach signature.</p> | Don motioned to approve President's report Suzanne seconded. All in favor. Motion carried | Suzanne |
| Trustee Report | <p>Jerry – craft letter to program chairs about the scholarship</p> <p>Suzanne to have AARC send out email blast for Russ Babb scholarship and extend deadline to February 14th. Motion to extend the deadline. If there are no suitable candidates for the Russ Babb scholarship award, there will not be one given.</p> <p>Cheryl –Cheryl recognized by her hospital about her award last</p> | <p>Glenn volunteers for assisting in nominations on Russ Babb scholarship recipient.</p> <p>Troy motioned to approve Trustee reports and Cheryl seconded. All in favor. Motion carried.</p> | Trustees |

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| | <p>year. Blue Valley career fair for junior high school kids.</p> <p>Dave- Grant for support respiratory care student that works side by side with pulmonary fellows. The main motivation for the project is to establish a working relationship between respiratory therapists and the fellows that will enhance future work environment. Project includes having respiratory therapists in study for asthma education. Get more asthma educators in the rural areas.</p> <p>Curtis – Curtis updated extension of Russ Babb applications and report that the KRCS Facebook page is #1 in the like status.</p> <p>Dan – Absent.</p> <p>Terri – Absent</p> | | |
| Nominations Committee/Elections Committee | No report | | Meg |
| Bylaws Committee | No report | | |
| Public Relations /Social Media | See promote | | |
| Education Committee | <p>Terri Lesser to be co-chair. Ben Wano is in charge of vendors. Pat made arrangement for hotel. Brochure needs to be ready to send out by February 1st. We are in need of six speakers. Suzanne needs contact number for Glaxo, Forrester or Berringer representatives. Mike Hewitt scheduled for two talks and a third talk for student program. Theme is Building for the future using bricks and blocks, under construction as part of theme. Some ideas include using the ARCF virtual brick in their name. Student section will use theme of under construction. Have different presenters for different categories. Vendor names for sponsors who will receive exhibits space for free if sponsoring a speaker.</p> | | Suzanne |
| Elections Committee | <p>Junior delegate and president elect will be on ballot. Cheryl, Randy, Terri trustee terms end in December. Ballots need to be prepared by September 5th, 2014. Delegates are leaders and go to Summer and Fall Meetings. KRCS funds travels and</p> | | Suzanne |

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| | expenses for the house of delegate meetings. What does a delegate do was asked by Jerry. Needing a clarification of job description. | | |
| Education Meeting | No report | | |
| Scholarship Committee | Troy appointed Jerry Houchin as scholarship committee chair in December 2013. It was discussed to possibly look at the money collected in memory of Jeff Scobee for a leadership fund to sponsor Promote work. | | |
| Finance Committee | Trustees will join Glenn on the audit committee. Should be done twice a year. | | Don |
| New Business | Strategic Planning committee new chair Troy Gooch. Dave Burnett sworn in as a new trustee by Troy Gooch. 2014 new budget is posted on the AARC connect for review. Don spoke with Curtis about contracts for CEU evaluator and Web Master. This past year Don has paid Mel and Curtis payments in December for the ending of the fiscal year of 2013. The contract stipulates quarterly payments but Don suggests a need to arrange payments to reflect the money owed in the fiscal year. May do an addendum or new contract. Addendum on payment structure and change the payment schedule. Pay Mel and Curtis in March, June, September and December. Troy will discuss with Mel regarding changing dates of payment. An e-vote to approve new payment schedule will be sent out. Russ Babb scholarship award is paid from a separate checking account followed with the money replaced in this account from the KRCS operating budget after it is awarded. Change line item for just donations for scholarship. Eliminate the 935-scholarship line item on expenses. And keeping 940 as is and changing line item under 940 to promotional supplies. Troy reviewing budget income and budgeted numbers. Change 640 to scholarship and eliminate 635 add three line items for 1. General 2.Jeff Scobee and 3. Russ Babb. | Glenn motioned approve new budget as posted Suzanne second. All in favor. Motion carried. | Troy |

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| | June meeting scheduled June 20, 2014 at Hutchinson Community College. MSRC/KRCS meeting can a booth be set up on February 28, 2014? Troy to contact Mary Lou Guy for table at meeting. | | |
| | Suzanne motioned to adjourn. Curtis seconded. All approved. | | |

Meeting was adjourned @ 1445