

**SDSRT Post Conference
Meeting Minutes
October 24, 2013**

I. Call to order

J.J Powell called to order the Fall SDSRT Board Meeting at 5:30 pm on October 24, 2013 via conference call.

The following persons were present: JJ Powell, Chairman; Andrea Kindvall, President; Megan Gilbertson, President-Elect; Shawna Strand, Vice-President; Julie Nelson, Secretary; Hannah Cotton, Student Intern; Tom Davis, ASRT Delegate; Kevin Lawrence, ASRT Delegate.

II. Approval of minutes of the Post Conference SDSRT meeting

Tom moved to approve the minutes of Post Conference Meeting
Andrea 2nd to approve minutes

Motion to approve the minutes -passed

III. Financial Report

a) Budget Discussion

Preparation of budget will begin soon for the presentation during the winter board meeting
If you have items to be considered for the budget please submit them to JJ Powell by January 2, 2014.
Susan will be mailing out ballots will request funds from Chad to cover these expenses.

b) Financial update

Chad Borns was unable to join the conference call.
via email on 10/25/13 he informed us budget is looking good.

Checking- over \$26000

CD- over \$20000

IV. President's Report –Andrea

Andrea would like to share her respects of the passing of Helene Ferwerda.
Andrea has been accepted to ASRT Leadership Academy, and will be attending ASRT meeting. She was asked if she could share the Policy and Procedure manual with others academy attendees so they had a format to follow and get started on their own.

V. Update about the 2014 convention-Kevin Conference Chair

Currently half of the speakers are known. Still wanting ideas for more and if any one has any suggestions please let Kevin know. Location has been found. There may not be a golf location this conference. Kevin has looked into the price and it is very expensive. Chad was possibly going to help find another golf location or was even wondering if the golfing needed to continue? Going to check if the vendor would try and accommodate us with the location of a golf course. Friday night is still open for ideas for an event. If anyone has any ideas please let the conference chairman know.

a) Conference Activities Report-Vice President-Shawna

Input received from educators was positive. The references for the scientific exhibit were agreed on to be moved to the back of the boards in a clear envelope in order to clean up the board's appearance and be easy to find. Shawna will be sending out an email to notify the educators of this change. Matt will also be updating the website. Need judges for the student papers and boards. Please let her know of anyone interested.

b) 2016 Conference location update

Board members would like the middle of the state to step up such as Pierre or Huron to host the 2016 conference. Val Jacobson will be contacted to determine if she is interested. Kevin will be talking to her and see if she is able to take on the conference Legislative Report

VI. Development of Legislative Committee

Current members are: J.J. Powell, Kevin Lawrence, Sharon Wartenbee, Sue Calmus, Tom Davis
The committee is in research stage. Kevin has contact the South Dakota Department of Health to get a list of x-ray tubes being utilized in the state. A survey will then be sent to organizations will be asking if the employees are licensed technologist, limited technologist, students currently attending a radiographer program, or if they have any techs with training. The committee would like to be connected with the website. Each committee member would have a login and password so they are able to communicate with each other on the topics of their research.

VII. Affiliate Advocacy Program with ASRT

Supporting CARE bill but unsure of the direction they would like to go. More information should be gathered before any decisions are made. The committee will be in contact with Syd Sanders of the ASRT for further planning.

VII. RT in DC

a) Travel arrangements and attendance

The budget is set for Sharon Wartenbee, Andrea, and Hannah to go. Kevin will be looking into the cost to determine if he will be attending as well. Dates are set and it is a one day activity. There will be a reception the night before. Due to a one day activity they ask everyone who is going to attend the webinars. Kevin and Andrea will be checking on prices of plane tickets and hotel rooms.

b) Financial planning

The ASRT decided that attendees will be able to stay in their choice of hotel to cut costs in order to attend. Hopefully this will be less expensive and the remaining money would be put into the legislative committee. Budget will not be altered. Next year's budget will possibly be different in who will be attending.

VIII. Student Affairs-Hannah

a)Current Student Mentor Report

Hannah has been talking to her freshman students about doing what she is and trying to get them more involved. She would like to set up a video to send to other students around the state so they know

options of how they can be involved. Hannah will also be putting a presentation together about her RT in DC trip for conference. If any students have any other questions please have them contact Hannah.

b) Student Mentor Selection Process-Kevin

Kevin informed us all the email was sent Oct. 9th and he has not received any papers.

VIII. Unfinished Business

a) Bylaw Review-Kevin

The bylaws have been submitted to ASRT for review and comparison
Kevin said it should take up to 6-8 weeks in order for it to be reviewed.

b) Strategic Plan-Lead-JJ

Andrea and JJ have completed an initial review

Update with recommended changes will be sent to board members for review

Update version will be posted on the website

Recommending a strategic plan review added to the fall board meeting agenda for annual review

Andrea and JJ were wondering if there is a more current strategic plan. Tom thinks there is one within the last 5 years. He said he would be looking for it. JJ said she will also ask Susan if she has access to the strategic plan also.

c) Increase Membership and Retention-Lead-Andrea

Use results from the ASRT conducted survey to identify ways to increase memberships

this area and membership benefits will be closely related

use website and Facebook as methods of communication

An idea was to send information through email, but the board does not have access to everyone's emails. Andrea will contract Susan to see how she can find access to emails.

d) Board Members Orientation and New Leader Development –Lead-Shawna

Money requested to help with brochure printing

Regarding board position responsibilities

Use ASRT resources to improve officer orientation

Questionnaire completed by officers going through orientation process

This will identify improvements

ASRT Leadership Academy will be combined with the affiliate development program in the future-this is a resource we may be able to use even though we are part way through the process

Revision of nomination process recommended

e) Website Development and membership Communication-Lead-Kevin and Matt

Working to clean up appearance-sample coming soon

Requested board members review current site, section by section and provide ideas for clean-up

Coming features: picture gallery (with scanned in old photos-could use help), revamped site will be over 50 pages, every member will have a username and password-members only section, board only section to host files,

Goal-entire website rebuilt, board approved, and to go live before convention

Revised budget request for submission to ASRT =\$2000.00

The board will be assigned to a section of the website to clean it up. Here is the list: Shawna- education, Hannah and Eric-Student, Mitzi-Sioux land, Tom-Legislature Tab, Andrea-About us, Julie-Announcement, JJ-membership, Megan-Resources, All-Contact Us,

Please have your response by Nov.1 to Matt

f)Membership Benefits-Lead-Chad

Identify current benefits and highlighting them for membership

SDSRT membership conference discount

Membership voting rights-including student members

Future benefits for development:

membership log-in to website

on-line membership renewal

on-line conference registration

continuing education for members outside conference

g)Possible on-line voting option

Could reduce cost. This would eliminate postage for mailing out ballots.

With online voting this could increase the amount of people actually voting.

Ask Matt if we can use online voting programs with the SDSRT website

Make sure our website is compatible to operate on-line voting system

JJ will be following up to see what ASRT uses for on-line voting

X. Additional Unfinished Business

a)Procedure manual updates

Andrea sent them to Susan. Andrea reported the last manual was updated in 2007. Andrea will follow up with Susan to see if there was a more recent manual.

XI. New Business

a)Officer Nominations:

President-Elect-Ben Davis

Vice President-Jess Sharpening

Secretary-Michelle Garhart

ASRT Delegate-Kevin Lawrence

b)Future Nomination Process

Individual nominated needs to have proof they are an SDSRT and ASRT member before the ballots go out.

Update the policy procedures for nomination

c) Student Award Sponsorship

Previously the Mallinckrodt Company sponsored a student award that all radiography programs could give out to recognize outstanding student performance. This award program is being discontinued Educators have asked if the board would consider picking up sponsorship of this award. The board decided to pick up the task. The cost would be approximately \$350 out front for 6 plaques, and about \$150 to maintain each year. A member of the board will present the award at graduation. This will

provide the SDSRT with another way of showing our support for the students in our state. JJ will email Sue and have this done before graduation. Sue has already provided price estimates to JJ.

d)2-Year Student Membership-Andrea

Nancy Vanderhook-would like to have a 2- year membership fee so students will be able to budget this into their tuition costs.

Andrea will be sending out an email to all educators. There is an option for a 2 -year fee for students which will be non-refundable

e)South Dakota's Educator Meeting

November 8th in Mitchell.

f) Winter board Meeting

Conference call

Need a date and time

Meeting between Dec. 15-21st in order to go over papers

Kevin will be emailing papers received the first week of December for board review.

Meeting adjourned