

Minutes May 3, 2013

**Present:**

President Jessica Bigelow  
Vice President Julie Walker  
Past President Janie Burnett  
President Elect Jody Christopherson  
Secretary Nancy Luse  
Delegate Alexia Johnson  
Delegate Kristi Hack  
Director at Large Rachael Ford

**Absent:**

Treasurer Mary Peterson  
Director at Large Steve Peterson

**Guests:**

Bryant Bitner Casper College Student Representative

President Jessica Bigelow called the meeting to order.

Approval of past minutes motioned, seconded and passed.

**Reports:**

**Treasurer:**

Scholarship fund has \$2311.76  
Checking has \$7250.10 with a few outstanding bills.

**Secretary:**

Nancy will talk to Tammy Watts and Doug Neubert about Scholarship for the students. Nancy will also talk to Casper College Advisors Doug and Tammy about students heading up the Drive for COPD at the hospital for their community service project.

**Delegates:**

Jessica sent in the paperwork for assistance for the Summer HOD. As of yet there is no available assistance for the students. There was discussion about asking the Cardiopulmonary Office about sponsoring a student for the HOD.

**New Business:**

Jody gave an update on the speakers for the conference. She broke it down into topic and cost. She has approximately 14 speakers with slots for 12. The board felt it was better to have a cushion of a couple of speakers if someone backs out. The only concern that was brought up was with the speaker out of Missouri. The airfare alone was more than what the board felt they could afford. Alexia thought that she could talk to him again and see if he would be willing to fly in to Casper or Billings to lower the cost. There was also

discussion of the Cardiopulmonary Office of sponsoring a speaker for the conference. Alexia will ask Tristen Sheets a second year respiratory student that currently works in that office.

Nancy had talked to Amber Milby about the students putting on a 5 k fun walk run as a fundraiser for the scholarship, at the conference. Nancy will follow up with Doug Neubert and Tammy Watts directors of Respiratory at the college. We would like to have this done and locked in by June 21, 2013 prior to the tri-folds going out.

Julie talked about the Elections. Ballots will go out in June to all current AARC members. Voting was discussed whether it should be on line or mailed out. Julie contacted the AARC and it will go through the AARC and is \$.87 per vote. I was a unanimous decision, which was the way to go.

It was decided that everything should be ready by the next meeting to be plugged in to the Tri-fold by Janie and readied for mailing. It was decided that we would send an electronic flyer to all AARC members and we would continue to mail to hospitals and home Health Care, this way we will hit members and non-member of the AARC.

Rachael attended the CSRC and represented the WSRC with a booth. Rachael has contacts for speakers if we need them that she spoke to at the Colorado conference. She will also share some vendor information that she gathered with Mary. Rachael also extended the same courtesy to the CRSC to attend and have a booth at our conference.

**New Business:**

Nancy, Jessica, and Alexia will send an email to all AARC members to remind them that there are positions open on the Board for the up and coming year and that Bios need to be sent to Julie to be readied for the ballot. Also a reminder to put in a nomination for Outstanding Therapist of the Year. The form, which can be found on the web site. Open positions for next year are:

President Elect:

Vice President

Secretary

Delegate

Director at Large x 2

Nancy will contact Mary to see if she will get a hold of Mike McDonald to see if he would be willing to give Kevin Fisher the question bank for the Sputum Bowl, as Mike is unable to attend the conference this year.

Bryant Bitner to talk to Doug Neubert to see if his wife Nancy would be willing to donate a piece of he Jewelry for one of the door prizes or raffle.

Unanimous decision was made that each person on the board would be responsible for getting 2-3 door prizes for the WSRC Conference. The donation letter will be forwarded to all members by Nancy.

Next meeting will be held in Cody at the Holiday Inn for a walk through at 1pm. Jessica will confirm the reservation. Jessica and Janie will be there prior and after the meeting the will go to the business to see if they can get donations from the community and gather speaker gifts.

It was voted that an additional meeting should be held June 21<sup>st</sup> at the Crick Water Restaurant at 12pm June 21, 2013 to tie up loose ends prior to the August meeting. Nancy will email all members about the meeting.

Jody once again spoke to the Board about the Drive for COPD and the Adopt a company. A grand prize will go to an individual person. Trip will be to the Daytona 500. It presents as an easy task to do and encouraged everyone to participate.