

# 71<sup>st</sup> Annual SDSRT Conference

Pre Conference Board Meeting

Thursday, April 25<sup>th</sup>, 2019

- I. Susan called meeting to order at 4:06
- II. New board members were welcomed
  - a. In attendance: Susan Pritchard, Matt Berry, Jenna Vavra, Chad Borns, Bob Hagen, Sean Bortnem, Megan Gilbertson, Rhonda Goodfellow, Caitlin Rittberger, Tina Scott, Karen Otterberg, Kristi Weber, Trista Reinert, Billie Wicks, Kevin Lawrence, Sharon Wartenbee
- III. Financial report
  - a. Chad reported that the current checking account has \$23754.60 and the CD has \$46438.22
  - b. Chad asked the board if they would like to continue with the one free registration to conference and the board has decided to do so.
    - i. Kristi inquired about having analytics of the Facebook page to gather data on how many use the page. The PR committee will be asked to present that information to the board.
  - c. Chad mentioned that flights were more expensive this year, memberships were down, mailings were down- postcards and printing, election buddy was free, and we had to pay extra with Go Daddy for our website.
  - d. Life Member Scholarship- is in the budget but was started by Life Members with the 50/50 raffle. SDSRT board was going to donate to the scholarship but it is no longer in use. This has been tabled until post conference meeting on whether to keep the scholarship.
  - e. Next year budget: Chad dropped student membership, added 1 free membership, is expecting the standard \$2500 for conference profit, and took off insurance because that is now offered by the ASRT
  - f. Megan made a motion to approve the budget and Matt seconded
- IV. President's Report: It's been a great year, but Matt wants to see more use of our Amazon link. Matt will look into seeing if there is a way to utilize smile by Amazon by next week as well as fixing the Amazon link. The PR committee will be asked to pin the Amazon link to the Facebook page.
- V. Committee Reports:
  - a. Scientific Papers
    - i. Sean reported that 23 exhibits were submitted and 10 papers

- ii. Sean is worried about the amount of papers for presentations and not having enough papers submitted. This will be tabled until the educator meeting.
- b. Ballot Committee:
  - i. Bob reported that 203 ballots were sent out and 36 people responded with a return rate of 18%
  - ii. Results:
    - President-elect: Kristi Weber
    - Secretary: Cathy Doan
    - ASRT Delegate: Tina Scott
  - iii. Bob was interested in trying to find a way to get more people to vote. Discussion was had that if members use personal emails instead of work emails the chances of them getting the email would be greater. Also this vote was not contested so that could have been a reason that there wasn't a large turnout. Matt and Bob will look into seeing if we can get the analytics on the amount of people who are looking at the email from election buddy.
- c. Legislative committee:
  - i. Kevin has been trying to reach out to Kristi Noem but has not heard a response back. Kevin has talked to the Department of Health and has been given a lot of insight into different regulations and good direction to move forward with the committee. He put an action plan together which will be presented at the first business meeting. Kevin is pleased that the legislative portions of the website is updated.
- d. Conference committee:
  - i. Karen reported that there are 163 total registrants with 69 of those being students
  - ii. PayPal is difficult to use for conference registration when the registrant is not using their personal credit card. Matt will look into putting a comment box on who's registration a particular card goes with on the registration form.
  - iii. Karen mentioned that they were very successful in finding speakers this year and they are happy with the golf simulator as well as the scavenger hunt

## VI. Unfinished Business

- a. P&P manual updates have been updated by Susan Pritchard with mentor updates, life member's guidelines, and the By-Laws will be updated after conference. Nominations for the board are now due Nov 1<sup>st</sup> and has been

updated on website. Susan wants everyone to update the jump drives with the new P&P and By-Laws

- b. Matt has put together a nominations form and the submission goes directly to ballot committee. Make sure that the website is all up to date

## VII. New Business

- a. Executive Secretary position- Susan Choal has resigned and is officially done with her position as executive secretary. Susan Pritchard will reach out to Susan Choal to obtain a list of her duties to help the board decide which direction they would like to go. Matt will call a special meeting to discuss the decision of the board at a later date.
- b. Poll for the Future Conference
  - i. Kristi will call the Iowa society to see how they run their two separate meetings and obtain more information regarding the success or difficulties that they are finding.
  - ii. The board will look into different ways to increase registration at conference and different days possibly, such as having one-day meetings in order to attract those who work during the week. The board will get more feedback and then present to the membership. At this time a poll will not be sent out.
  - iii. Kevin asked to look into having a group in charge of revamping the conference and asking the ASRT for help from the advocacy program to help with blast emails and funds to from the affiliate development program. He also mentioned to have a central committee to get the conference ready so it is not just the technologists in that specific town that are in charge of the conference.
  - iv. This has been tabled until a special meeting which will be called by Matt at a later time
- c. Incidental findings work flow
  - i. In Aberdeen techs are being asked to review reports since Emergency Room doctors were not looking into them and following up with patients. Technologists were asked to review reports and then contact patients with results by a letter. The SDSRT believes that this is out of the scope of practice. Bob will call an ASRT contact person for more information about practice standards.
- d. Ken Lee is retiring in June from the Sanford program. Recognition will be made at a business meeting at conference congratulating him
  - i. Susan made the motion to purchase a gift for Ken and Megan seconded

- e. Chad has bought a timer for the student presentations and that will travel with the schools in charge of the quiz bowl
  - f. Chad mentioned that the laptop is out of commission and asked the board if we are interested in replacing it.
    - i. The board decided to put this on hold until we look into Google docs or a cloud option for documents to be shared
  - g. Sharon presented an ASRT foundation donation opportunity to the board
  - h. Post conference meeting will be determined
- VIII. Meeting adjourned at 5:23