

MSRC Board Meeting

April 22nd, 2025
6pm to 9pm

Missouri Society for Respiratory Care

Board of Directors Meeting Agenda

The Missouri Society for Respiratory Care’s Purpose is to:

- Encourage, develop, and provide, on a regional basis, educational programs for those persons interested in Respiratory Care.
- Advance the science, technology, ethics, and art of respiratory care, using all methods and procedures suitable and appropriate.
- Facilitate cooperation and understanding among respiratory care personnel and the medical profession, allied health professionals, hospitals, service companies, industry, government organizations, and other agencies interested in respiratory care.
- Provide education to the general public about pulmonary health promotion and disease prevention.

Time	Agenda Item	Responsible Party
600	Call to Order, Establish of Quorum	Kristin Anderson
605	Welcome and Introductions	
610	Approval of Minutes & Roster Updates	Robin Kidder
615	Delegate’s Report	Brandon Burk and Diane Oldfather
	Committee Reports	
620	Government Affairs/Legislative update	Brandon Burk & Kylie Smith
640	District Affairs/District conference update	Claudia Claudio
645	Public Relations	Jessica Goessling
650	Website	Himanshu Kumawat
655	HOSA Committee	Diane Oldfather
710	Membership Committee	Jessica Goessling
715	Bylaws Committee	Lisa Cracchiolo
720	Student Liaison update	Taki Agnew
725	Education and Scholarships	Linda Weems
730	Elections and Nominations	Beth Brooks
	Program Reports	
735	State Meeting	Caroline Sivcovich, Rachel Jenkins
	State Meeting – Facilities	Bridget Hamilton
	Work Session	
750	Location subcommittee update	Rachel Jenkins
	Missouri School Counselor Associate Conference	Nathan Pounds
	Medical Advisor Update	Kristin Anderson
840	Treasurer’s Report	Teresa Powers
845	Budget & Audit – approve budget	Teresa Powers
900	Adjourn	
	Next Meeting:	August 21, 2025 3-6pm

Attendance (Quorum reached with Yellow Highlighted Members)

Voting members		Committee Members	
President	Kristin Anderson	Facility Liaison	Bridget Hamilton
President Elect	Claudia Claudio	Education Chair	Linda Weems
Secretary	Robin Kidder	Vendor Co-chair	Terra Saunders
Vice-President	Caroline Sivcovich	Registration chair	Rebekah Lyles
Vice-President Elect	Rachel Jenkins	Registration co-chair	Charity Ezell
Immediate Past President	Lisa Cracchiolo		
Director at Large	Jessica Goessling		
Director at Large	Beth Brooks		
Delegate	Brandon Burk		
Junior Delegate	Dine Oldfather		
Treasurer	Teresa Power		
District 1	Himanshu Kumawat		
District 2	Brandy Stence		
District 3 President	Aaron Shepherd		
District 4 President	Ron Spruell		

Call to Order and Operating Agreement

- Motion to call to order; Validate Quorum (6)
- The voting members of the Board of Directors are the President, President-elect, Vice-President, Vice-President elect, Secretary, Treasurer, Treasurer-elect, Immediate Past President, Delegates, District Presidents and Directors-at-Large
- Speak up culture, every voice matters
- Respect each other differences
- One person speak at a time
- Everyone participates
- At the end of each meeting, a review of agreed upon actions to occur prior to close of meeting
- Robert's Rules apply

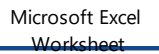
Roberts Rules

- Follow Robert's Rules-Guiding Principles:
 - Everyone has the right to participate in discussion if they wish, before anyone may speak a second time
 - Everyone has the right to know what is going on at all times.
 - Only urgent matters may interrupt a speaker
 - Only one thing (motion) can be discussed at a time
 - A motion is the topic under discussion (e.g., “I move that we take a 5 min break to this meeting”)
- After being recognized by the president of the board, any member can introduce a motion when no other motion is on the table
- A motion requires a second to be considered. If there is no second, the matter is not considered.
 - Exception: If a matter is considered relatively minor or opposition is not expected, a call for unanimous consent may be requested.
 - If the request is made by others, the president of the board will repeat the request and then pause for objections. If none are heard, the motion passes.
- Each motion must be disposed of (passed, defeated, tabled, referred to committee, or postponed indefinitely).

Welcome and Introductions:

- Be ready to introduce yourself:

Secretary: Robin Kidder



- Minutes: February 20th minutes were approved offline and are on our MoSrC website
- Review: Attendance and Approvals Tracker
 - Sent to board members on 4/14 with a request for updates. Let's review together now for JIT adjustments

[illegible]

Secretary: Robin Kidder

- MSRC Board Meeting Dates, Times and Locations 2025
 - Thursday August 21st, 2025 from 3-6 pm
 - Thursday, November 13th, 2025 from 3-6pm
 - Thursday, February 19th, 2026 from 3-6pm
 - Tuesday, April 21st, 2026 from 6-9pm
- Subgroup (Kristin, Claudia, Lisa, Robin, Himanshu and Theresa to meet on 5/7/25 and develop proposal for board vote for storing our records (besides just what we want to share with the public
- Reminder: The meeting minutes from today's meeting will be sent out for offline approval

Delegate – Brandon and Diane

- Virtual meeting was done in march-
 - Compact licensure passed in Washington, more info on next seldie
 - Use discount code so that society can also receive 5 dollars
- Summer Meeting July 15-16 in Ft. Lauderdale, FL
 - The MSRC can propose resolutions, if there are any that we want to propose, share with Kristen and Brandon to get the ball rolling
- Resolutions due May 1st for consideration
 - BS degree as minimum standard being discussed, no mandates in near future. Round table with house of delegates in summer to be discussed
- Winter Meeting December 4-5 in Phoenix, AZ

Legislative Update Brandon & Kylie

April 29th, Date set for legislative day on Capital Hill in Jefferson City

- Washington State Passed compact license into law last week
- Iowa waiting for governor to sign

State initiatives

- RRT minimum
- Compact License

National Initiatives

- Fly-in September 15-16, 2025
- SOAR
- Cardiopulmonary Rehab Services in the Home Act
- Workforce
 - Government Accountability Office (GAO)

District Affairs – Claudia, Himanshu, Aaron, Ron, Brandy

District Hosted Virtual Conference

- When is next conference
- How to include other District committee members with planning, advertising and facilitating?

Public Relations – Jessica

Social Media – Stephanie/Caroline/Taki/Rachel

- AARC Revenue sharing update
- Newsletter
- AARC Connect
- Facebook- group vs page
 - If we wanted a page associated with Instagram, would open a new page. Eventually would need to close current group on Facebook with moderate notifications/warnings to go to new page. Once make private, can't make public again
- Twitter/X: recommend starting new group since access to owner and changes not available
- LinkedIn (Robin manages currently)
- Instagram
- TikTok

new logo contest update

Discuss Quarterly marketing agreement postings

Sharing conference marketing – promote and share on all platforms

Website – Himanshu

Website: any updates

Links that need to be on website for AARC

- Keeping links to 1) the AARC member benefits page on AARC.org (<https://www.aarc.org/membership/membership-overview/>), 2) AARConnect (<https://connect.aarc.org/home>), and 3) the AARC.org homepage (<https://www.aarc.org/>) on their website current.

Budget & P&L statements need on website

AARC handbook- Kristin needs to send to Himan

Meeting minutes – Feb 2025 Meeting links for zoom

License plate process – can we add the script on how to fix the past rejected orders

HOSA - Diane Oldfather

Update on HOSA event:

- Brandon Burk, Linda Lair, Rachel Jenkins, and Diane Oldfather attended HOSA State Leadership Conference in Rolla on March 24-25, 2025. Just over 1,200 registered participants.
- Monday evening Brandon and Rachel presented to students; Linda judged Clinical Specialty and Health Living (Middle School then High School); and Diane judged Mental Health Promotion.
- Tuesday Brandon and Rachel presented in two student sessions; Linda manned the MSRC booth in the exhibit hall; Diane judged the Respiratory event. All were in the exhibit hall between special assignments.
- Tuesday Diane participated in the 45-minute Healthcare Career Panel representing 6 career choices held prior to the award ceremony. It was moderated by Keara Okolo from the Missouri Hospital Association.

HOSA - Diane Oldfather

Update on HOSA event continued:

- Four \$25 gift cards were awarded as attendance prizes from MSRC booth
- Winners from the 2025 Respiratory Event that qualify for MSRC sponsorship for \$100 registration if they compete in National Leadership Respiratory Event (deadline registration May 15)
- 1st place Anthony Zhao- Ladue Horton Watkins High School
- 2nd place Hasini Tippiarti- Lafayette High School
- 3rd place Andrew Patrias- Kickapoo High School

HOSA - Diane Oldfather

Update on HOSA event continued :

50/50 Drawing Thursday 11:55 am MUST BE PRESENT TO WIN

- 1 ticket- \$1 –
- 30 tickets- \$20
- 15 tickets- \$10 –
- 100 tickets- \$50

Currently there is a total of \$3,671 for HOSA.

- This includes the following:
 - Yearly budgeted expense of \$2,500
 - T-shirt sales from April 2024 conference \$400
 - 50/50 2024 raffle sale of \$771

HOSA - Diane Oldfather

Update on HOSA Scholarship :

- Proposal sent to President
- All money raised for HOSA scholarship should be kept separate from the committee operational budget

Membership Committee – Jessica Goessling

- No new updates

Bylaws Committee – Lisa C

- Will be meeting in May to edit

Student Liaison – Taki Agnew

- I am going to get together with Linda to talk to multiple Respiratory schools about what we do in Respiratory and how we can get more people involved in the MSRC. I'm also working with high schools to talk about what is Respiratory and to recruit more students into the Respiratory profession!

Education & Scholarship Committee/ Awards- Linda

- 2025-2026 Student Liaisons –
 - Samantha and Raykeil
- Education & Awards –
 - Announced at Lunch on Wednesday

John Rogers Memorial Scholarship

Submission Requirements:

- Must be a current student of an approved program for respiratory care in the state of Missouri (graduation date after the deadline for submission)
- Must be in good standing with the program of enrollment
- All topics must be approved by scholarship chairperson by March 1.
- Deadline for submission is April 1 Annually
- Must be a member of the AARC/MSRC

download brochure



Glen Klander Memorial Leadership Scholarship

Submission Requirements:

- Current student, in good standing, at an accredited Respiratory Care Program in Missouri
- 2.5 Professional GPA
- Must be a member of the AARC
- Possess leadership skills and participate in campus, community or professional activities to further develop these skills.
- Submit a letter from their program director attesting to their GPA.
- Due April 1; \$250 award
- Submit an essay. See brochure for specifics.
- Please Note: Program Directors may nominate only 2 individuals from their program annually.

download brochure

Bill Lamb Professional Education Grant

There is no more prestigious and lucrative award that the M.S.R.C. offers. Officially dedicated to the memory of a true mentor in the profession of respiratory care in 2017, Missouri's own, Bill Lamb. Bill had a very established career in the field for over 30 years. He served as Delegate to the AARC for the state of Missouri and was instrumental in the establishment of licensure for Missouri respiratory care practitioners. Bill held several roles in the AARC House of Delegates and finished his career with a seat on the AARC Board of Directors as Speaker/Past Speaker of the House and Director at Large. Bill touched many of those leading the profession today and served as a mentor to many.

Criteria

- Open year round to practicing, credentialed RCP's licensed in the state of Missouri
- Must be in good standing at the applicant's place of employment
- Active member of the AARC/MSRC
- Requires the submission of an original abstract/case study
- Due April 1st
- Two Funding Options:
 - Option A: Award is \$1,000 & 1 MSRC annual meeting admission. Recipient of the award required to submit abstract to the AARC Congress. If accepted, the MSRC will pay for conference/travel fees (up to \$1,500)
 - Option B: Award is \$850 & 1 MSRC annual meeting admission. Award can be used for current or future educational opportunities.

Professional Awards



Purpose:

To honor an individual, who over a long and sustained period has contributed to the advancement and support of the respiratory therapy community in the State of Missouri.

Award:

Recipients of this award will be announced at the MSRC annual meeting and will receive a specially engraved plaque and cash award. If the recipient is unable to attend, their award will be sent to them in May.

Made possible by: Tri-anim

Elections/Nominations Committee - Beth

Update on 2025 Nominations

Kristin – discuss AARC Handbook

- Onboarding training packet being worked

MSRC Conference 2025 Planning - Caroline/Rachel

****Future contracts have been signed. (Future dates: April 21-24th 2026, April 20-23rd 2027)**

Thanks for everyone's help to make the 2025 conference a success! 300+ attendees, a ton of vendors, speakers at the top of our profession, and new events like disc golf from MU Healthcare and Line Dancing. It wouldn't have been possible without everyone's help. Enjoy this week!

Caroline wishes nothing but success to Rachel and her new elect, thanks and wishes of success to Claudia, and Caroline can't wait to come back next year and not have to worry about planning a thing!

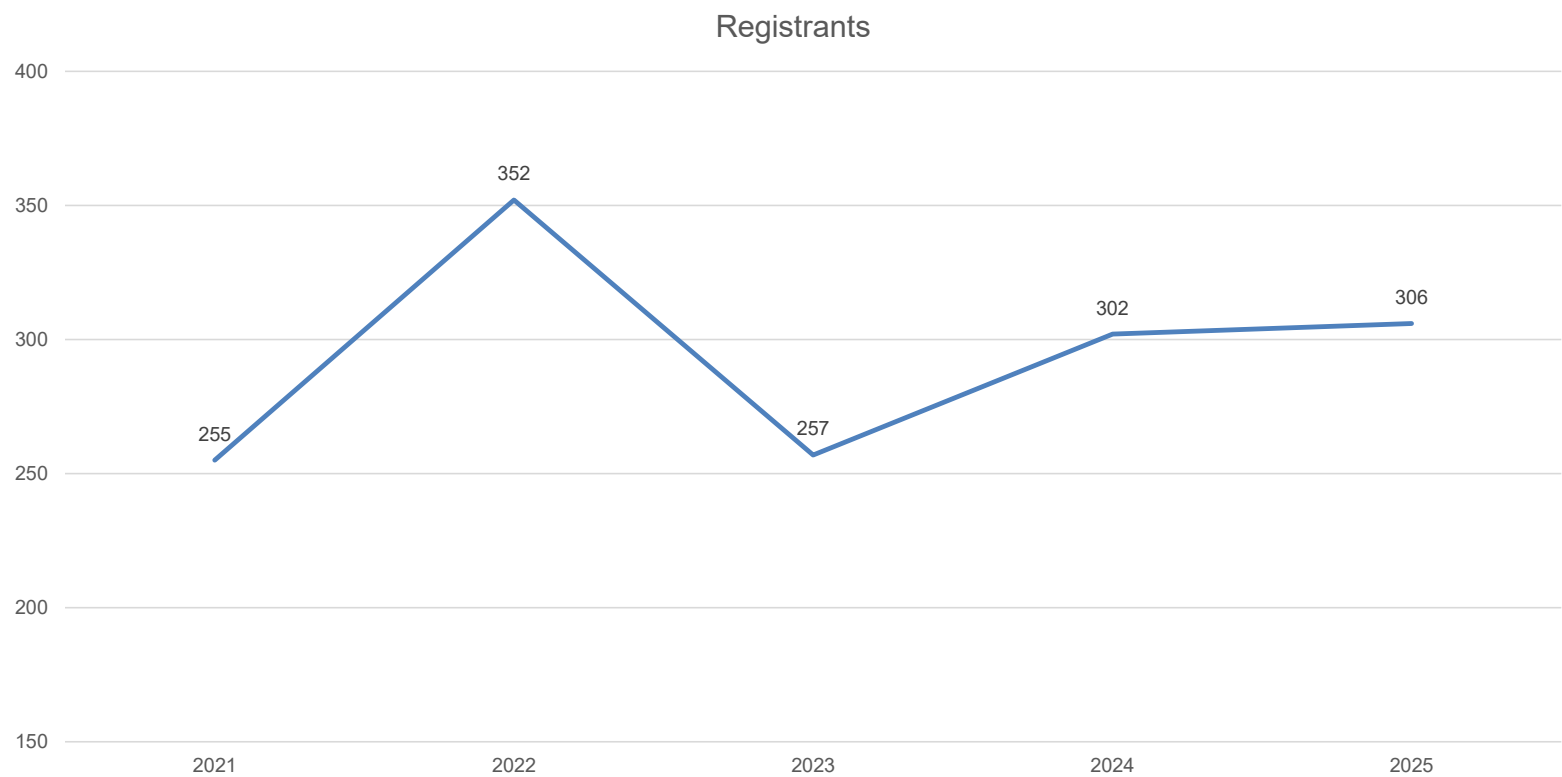
Relocation Committee Data

Rachel Jenkins

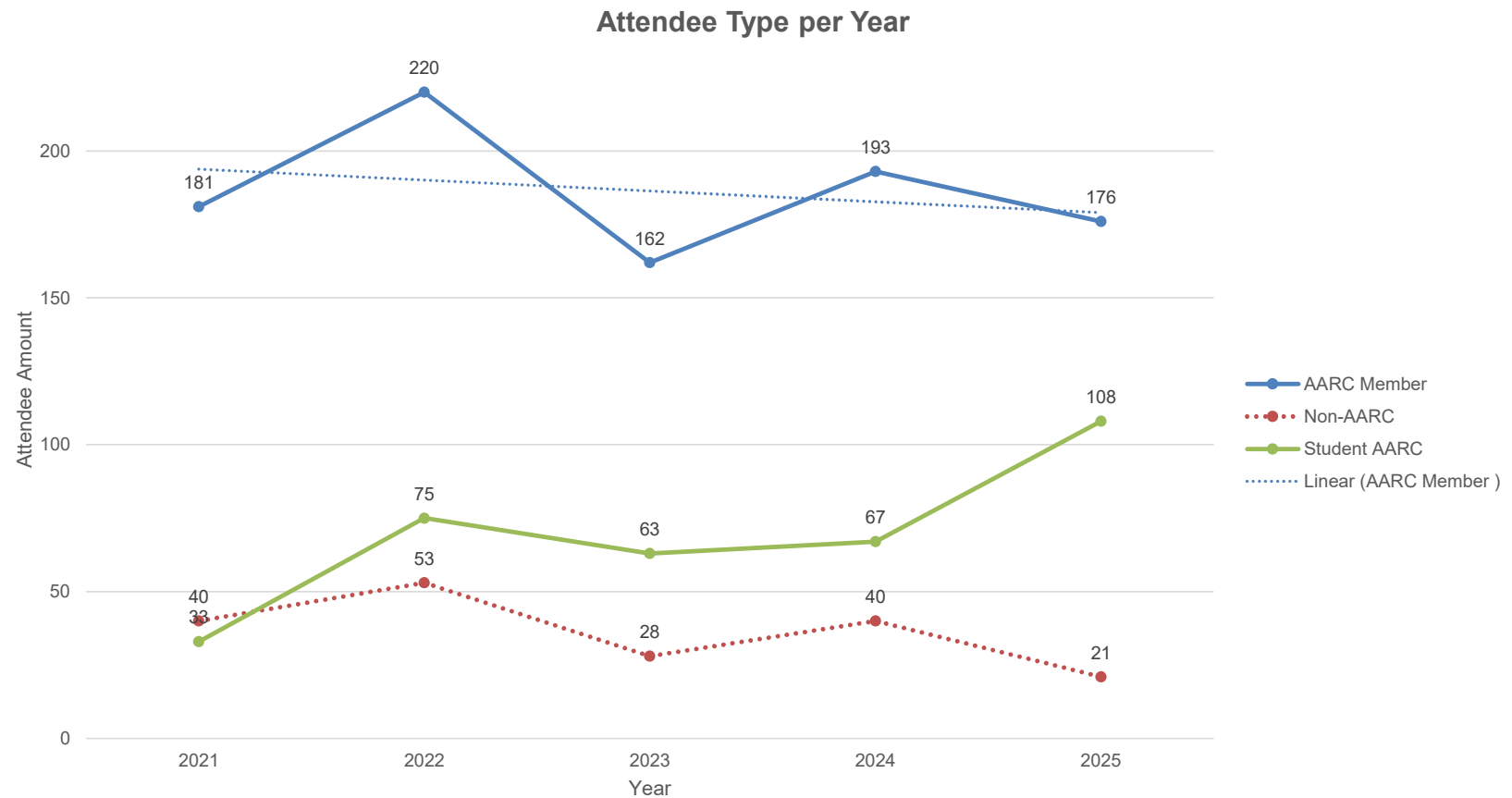
2024 Survey Information

- 99 responses
 - 68% stated they would be interested in moving the location around Missouri
 - 51% stated they would be willing to pay more

Registration Data 2021 – 2025



Registration Data 2021 – 2025



Location Information

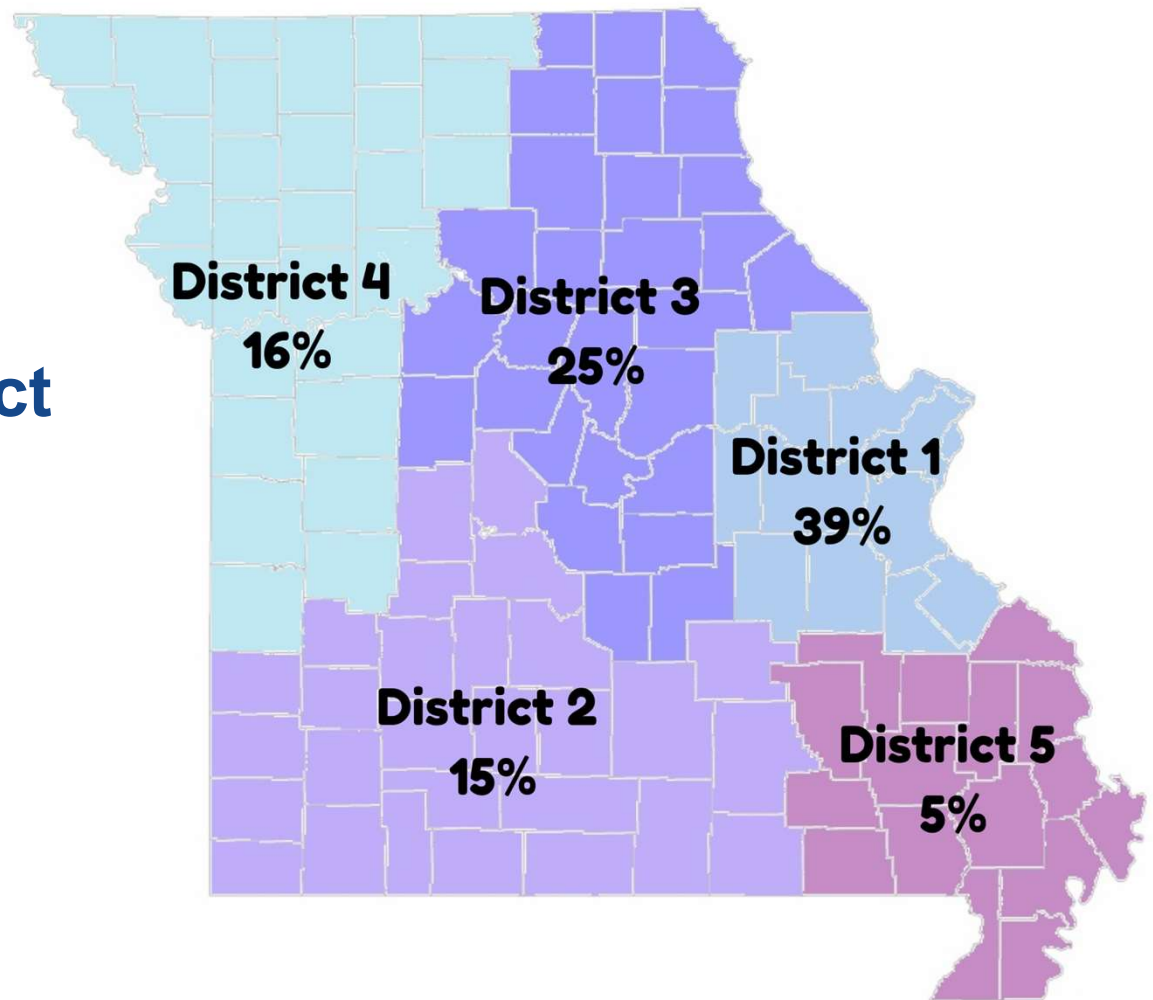
Location	Room Cost	Food Minimum	Room Night Minimum	Amenities	Activities
Springfield Oasis Convention Center	\$129+	\$15,000	None	Breakfast included in room cost, parking on site, pool	Big-Shots Golf, Downtown
St. Louis St. Charles Convention Center	\$189	\$50,000	?	Complimentary breakfast, Treo marketplace, free parking, complimentary service shuttle, indoor pool	Downtown St. Charles, Walking tours, Top Golf at Ameristar, Indoor climbing, Wineries
Kansas City Sheraton	\$209	\$50,000	Yes	Pool, spa, 20 miles from Airport	LEGOLAND, KC Aquarium, Crown Center
Branson Branson Landing - Hilton	\$180	\$50,000	400	On-site restaurant, indoor pool, fitness room	Branson Landing, Table Rock Lake
Lake of the Ozarks Margaritaville	\$140+	None	Yes	Pool, spa	Bowling, Golf, Disc Golf

Distribution of RTs in Missouri – By District

2023 Data		
Area	Employment	% of RTs
STL	1150	33%
KC	1080	31%
Springfield	350	10%
Joplin	150	4%
Central Mo	140	4%
Southeast MO	140	4%
Columbia	130	4%
Cape Girardeau	110	3%
Northern Missouri	80	2%
Southwest MO	70	2%
St. Joseph	50	1%
Total	3450	

By District	Employment	% of RTs
St. Louis -1	1150	33%
SW Missouri -2	570	17%
Central - 3	270	8%
KC - 4	1210	35%
SE Missouri - 5	250	7%

Attendance by District 2023-2024



Location subcommittee update – Kristin Anderson/Rachel Jenkins

- Location sub-committee – Sarah Hough, Lisa Cracchiolo, Claudia Claudio, Nathan Pounds, Rachel Jenkins, Diane Oldfather, Bridget Hamilton
- Survey indicated people were interested in rotating different locations (68% yes)
- Location preferences were split evenly with Ozarks being slightly higher (Branson/Springfield, KC, STL all 22-24%, Ozarks 30%)
- Currently investigating options in Branson, Springfield, KC, STL, Columbia to get an idea of feasibility with ability to accommodate our needs and reality of cost
 - Hard to get cost information so far out (2028) most are telling use they will not give estimates greater than 18 months. Still pushing for information.

Missouri School Counselor Association Conference - Nathan

- Should MSRC exhibit at MSCA 2025?
 1. Aligns with AARC's National Strategy
 2. Increase Awareness of Respiratory Therapy as a Career Path
 3. Strengthen Partnerships with Missouri Schools
 4. Enhance Recruitment for Respiratory Therapy Programs

Exhibitor options

- Standard booth \$500 early bird by Sept 1st, \$600 after (Double booth \$750)
 - 8x10 professionally draped booth, 6' table 2 chairs, 1 wastebasket
 - Up to 4 exhibit hall badges
 - Organizations name displayed above booth
 - Listed in conference program
- Sponsorship Opportunities
 - Silver \$600- signage at conference, logo listed in program
 - Gold \$900- 1/8 page ad in program
 - Platinum \$1,750- 1/2 page ad in program, logo and link on MSCA website for 6 months

Missouri School Counselor Association Conference - Cost

Option total = \$1,027 plus milage

\$500.00 Standard booth

\$452.00 2 rooms, 1 per person

\$0.00 No sponsorship

\$50.00 Amazon Gift card – vendor hall prize

\$25.00 Electricity in vendor hall

Sponsorship additions

Silver	\$500	Signage at conference, logo listed in conference program
Gold	\$900	Signage at conference, logo listed in program, 1/8-page Ad in conference program
Platinum	\$1,750	Signage at conference, logo listed in program, 1/2-page Ad in conference program, logo and link on MSCA website for 6 months

Treasurer Update - Teresa

Profit and Loss Last Quarter – January to March 2025

- –Total Income ---- \$57,509.52
- –Total Expenses --- \$10,821.16
- –Interest Earned ----- \$38.20
- –Net Income ----- \$46,688.36

Balance Sheet

- Total Assets ----- \$373,228.11
- Total Liabilities and Equity ----- \$373,228.11

Budget and Audit Committee – Teresa

- Need to vote for vote for approve in April

MSRC Medical Advisor – Dr. Marin Kollef



- Dr. Kollef is the current Respiratory Care Medical Director at Barnes Jewish Hospital in St. Louis.
- He meets the requirements from the AARC and is a member of both the American College of Chest Physicians (since 1986) and American Thoracic Society (since 1991).
- He has also been a member of the AARC since 1999.

Old business

- Generic email/generic zoom account
- Increase Involvement discussion (committee members/D5/student involvement) – all
- RRT minimum
- Compact License

Decisions Summary

- Reminder future dates for conferences: April 21-24, 2026 and April 20-23, 2027

Actions from Feb 2025 MSRC Board Mtg.

[illegible]

Adjournment Motion

Appendix Read After Board Meeting

- The next slides include:
 - Vital background and important ‘how to’ information on understanding your financial responsibilities, our budget and what role you play in it.
- Every meeting, please make sure to review all slides to keep informed

Documentation from Districts

For board offline review

- Reimbursement of Expenses
 - Online Reimbursement Form + Copy of Receipts
 - Reimbursement form is found on the website → Board of Directors → Board Meetings
 - How To Video on Website (Board of Directors Tab)
- Seminar Report Form
 - This form keeps track of your revenue and expenses
 - It is VERY useful for incoming presidents
 - Website → Board of Directors → Board Meetings
 - How to Video on Website (Board of Directors Tab)

Spending \$ - What to Know

For board offline review

- Each budget line item has one person who is charge of it and is the one that should be approving all expenses coming from that budget
- Travel Expenses
 - Mileage: Only need to complete the online Reimbursement Form
 - If for a BOD meeting, only BOD members are reimbursed
 - If a District Rep is at a BOD meeting instead of the District President, he/she will be reimbursed mileage
 - More information on website under Board of Directors → MSRC Policies

Spending \$ - What to Know

For board offline review

- Reimbursement of All Other Items
 - Requires approval from the manager of that budget line
 - Requires Reimbursement Form
 - Requires copy of receipts emailed to msrc.treasurer@gmail.com
- Going over budget
 - The Budget and Auditing committee shall verify that no Board member or committee chairperson exceeds their budget without the approval of two-thirds (2/3) of the Board of Directors
 - This will be strictly enforced! If you spend more without approval, you will NOT be reimbursed!

Financial Reporting Obligations to the AARC

For board offline review

- Triennial Report:
 - This report assesses the Fiscal Responsibility of our State Society. It looks at things like insurance coverage, bonding of officers, accountability of state reporting of our Financials.
 - Janice completed the report and got approval from the Budget and Audit Committee.
 - Background info:
 - All due by Quarter 1 of 2023
 - Will report every 3 years after that
 - Audit
 - The external auditor is not the accountant or individual that prepares tax returns
 - Auditing Committee to find an external auditor to have this completed by the end June 2021
 - Audits will be completed every 2 years
 - Liability Insurance
 - Includes insurance on the 4 BOD officers with access to the account (President, President-Elect, Treasurer, and Treasurer-Elect)

For Board/District Members To Know and Do

For board offline review

- KNOW YOUR BUDGET!!!!!!!!!!!!!!!!!!!!!!
- Keep track of your budget and read the treasurer reports every quarter to ensure you are in line with your budget
- Submit your seminar report promptly
- Use the msrc.treasurer@gmail.com email for all treasurer correspondence