

Oregon Society for Respiratory Care
Pre-conference Board of Directors Meeting Minutes
March 01, 2016
[Holiday Inn Portland South](#)
Wilsonville, Oregon

Present: Bill Cohagen, Pedro Cabrera, Jeff Cowgill, Cathy Melero, April Venes, Tim Hutchison, Renee Angstrom, Manya Kanavalov, Joelle Wilson, Marilyn Barclay, Brad Zwiefelhofer, Dave Crone and Tony Garberg.

Not Present: Denise Meyers, Norm Kerr, James Fery, Gina Cochenour, Joe Dwan, Mark Brodie and, Norma Driscoll.

Called to order at 1800 on Tuesday, March 01, 2016 by President Renee Angstrom.

A quorum was established. Approval of Agenda

Approval of Minutes: *February 19, 2016* meeting minutes approved.

Updated BOD Contact List– Updates made to BOD Contact list.

President's Report: Renee Angstrom-Present.

– Renee continued to reiterate the request to all directors and BOD members to send electronic reports to April for the ease and accuracy of recording meeting minutes.

-Moderators volunteered at this time for the conference (Cathy, Renee, April and Jeff)

-Denise Meyers and Danice Kromer at Registration desk (Denise, Manya, Marilyn and Pedro) Will arrive at 6:30-6:40am.

-CEU's certificates ready. 7 CEU's Day-1, 5 CEU's –Day-2. Blank certificate for vendors/late attendees.

-AARC certificates and pens for speakers in appreciation. Will look into e-mailing attendance CEU's certificates for next year.

-Speaker-Sandra from Emanuel?

-Discussed the refund for illness-Consensus is 30 days needed for cost/per person in regards to hotel/food fees. The fees spent for registration can be used as a tax credit for all even those that are unable to attend due to illness etc.

Vice President's Report: Manya Kanavalov-Present;

– Jeff Cowgill reported on the number of conference attendees registered.

- Tim and April confirmed Duane Forrand will be available as AV person this year.
- Tim polled vendors regarding best time of year to hold conferences.-Response was present conference time works best.
- 2 hour social event from 5:30pm-7:30pm on Wednesday.**
- April still needs folders to handout to new members containing OSRC bylaws, etc.**
- Marilyn to sell raffle tickets at registration table etc.**
- Lapel pins to be sold also for \$2.00/per pin. Will offer this next conference also.**
- Motion made by Renee to have the conference in 2017 at same venue. Jeff 2nd the motion. All voted in favor to schedule 2017 OSRC annual conference will be held at Wilsonville Holiday Inn. (Portland South)**

Treasurer's Report: Marilyn Barclay– Present. Report given. Checkbook balanced. Audit committee to meet at conference center.

Student Representative; Joelle Wilson from OIT. Report given

- Joelle shared remaining items to be used at silent auction and raffle.**
- Raffle Tickets price- 1 for \$5, 3 for \$10, 10 for \$20.**
- BOD Members bid on perishable cake. Thanks given to Joelle for all her diligent efforts.**
- Raffle/Silent Auction and Live Auction. Pedro and Cathy Raffle co-chairs on Wednesday during conference.**
- Travis and David students from OIT and Mt. Hood volunteered to assist at registration table selling OSRC lapel pins. Evan to take photos at conference.**

Director's Reports:

Eastern: Report: Norman Kerr-Present. No Report at this time.

Northwest: Jeff Cowgill– Present. Report given regarding attendees numbers.

Northeast: Gina Cochneour –Not Present. No Report Given.

Central Valley: Vacant. No Report Given.

Central Coastal: Emily Uridil– Not present. No Report given

Southern: Pedro Cabrera-Present– Report given. Jeff Pardy to assume role after conference. Will need to be sworn in at June BOD meeting in Woodburn.

Delegate Report: Joe Dwan and Tim Hutchison– Present. No new news to Report.

PACT Report: Tony Garberg & Bill Cohagen– Present. No Report given at this time.

Committee Reports:

Sleep Adhoc: Mark Brodie; Not Present. No Report given

Education Chair/Scholarship: Norma Driscoll– Not Present. No report given at this time. Discussed over phone the number of poster boards and scholarships and when they would present and receive awards.

Management Chair: Brad Zwiefelhofer– Present. No report at this time. New Managers list to be presented in near future.

Membership: Vacant

Alternate site-Jim Fery– Not Present. No Electronic Report given. **President Renee requested an electronic report given to April V. OSRC april.venes@oit.edu for next meeting.**

Pulmonary Rehabilitation: Vacant

OHLA Liaison- Tony Garberg– Present. Report given regarding CEu's. See in Vice President's pre-conference report above.

Old Business:

1. **Bylaws Committee to meet.**
2. **Website-Renee working on this project.**

New Business:

1. Jeff Pardy to be sworn in at June BOD meeting in Woodburn. 2. Mary Jo Eyler gave her resignation.
2. 'Application of Interest' to be reviewed to those interested in joining the BOD at conference.
3. VACANCIES- Pulmonary Rehabilitation, Membership Committee position and Public Awareness positions vacant soon. (David Crone expressed interest in Public Awareness after graduation.)
4. Region boundaries. Requested updates and changes in boundaries and will further the work on this project.

—Regional Directors need to be persistent in making contact with all hospital managers in their region before each meeting. **President Renee requested an electronic report given to April V.**

OSRC april.venes@oit.edu for next meeting.

Next Board of Director's Meetings

- 1.) March 03, 2016 Thursday Post conference. Wilsonville Holiday Inn
- 2.) June 17, 2016; Friday @ 10am-2pm. Woodburn Convention Center. To be arranged by Renee.
- 3.) September 16, 2016; Friday @10am-2pm. Eugene, OR. To be arranged by April
- 4.) November 18, 2016; Friday @ 10am.-2pm. Salem, OR. To be arranged by Manya
- 5.) February 17, 2017; Friday @ 10am-2pm. OIT Wilsonville Campus. To be arranged by Jeff Pardy.
- 6.) February 28, 2017: Tuesday @ 6pm. Pre-conference Meeting @ Conference site. To be arranged by VP.
- 7.) March 02, 2017; Thursday @ 1400 Post conference Meeting @ Conference site. To be arranged by VP.

Meeting Adjourned at 2000

**Respectfully Submitted by Secretary,
April Venes, RRT, BSRC
June 4, 2016**