



Pennsylvania Society for Respiratory Care Inc.
Thursday September 24, 2020
3rd Quarter Board of Directors Meeting
Virtual Webinar

1. Call to Order

- PSRC President Margie Pierce called the 2020 PSRC Board of Directors 3rd Quarter Meeting to order at 1:12 pm.

2. Attendance • Quorum

- Attendance was taken and a quorum was present (see attached attendance list).
- Guest Introduction:
 - President Pierce introduced Gail Varcelotti, Parliamentarian
- Reminder from Ms. Pierce that meetings are confidential. Due to the virtual nature of meetings, please be aware of your surroundings.

3. Officiary Updates

- Ms. Pierce asked all attendees to send any updated contact information to PSRC Secretary Linda Cornman via email.
 - **ACTION ITEM:** Ms. Cornman to remove Management Director Matt Pavlichko's Gmail email address from PSRC Officiary.

4. Conflict of Interest

- No new conflicts of interest were declared.

5. Approval of Minutes from 2020 2nd Quarter Meeting

- Delegate John Conrad *made a motion to approve the minutes. Second by Treasurer Jay Salyers. Minutes approved unanimously.*

6. Review of Phone / E-mail / Executive Committee Votes

- Not applicable at this time.

7. Officer and Committee Reports

- **President:**
 - Ms. Pierce is working hard with Executive Director Tom Lamphere in an attempt to maintain the PSRC due to Covid 19 impact on finances related to conferences and meetings.
 - Ms. Pierce read a letter we received in regard to the PSRC's Webinars and the positive impact it has made on maintaining education for the Respiratory Therapists during a pandemic. The letter was from a California resident.
 - All data has been analyzed for Respiratory Therapists survey. Two to three hypothesis completed. President Pierce to send data to Board of Directors when finished. Survey results and comments reviewed.
 - Overwhelming agreement with responding therapists to move to Registered Respiratory Therapist credential for licensure.

- Mr Pavlichko proposed for Leadership section on the PSRC Website. This would also include adding different sections and allowing the DAL and District Directors to add information to their portion of website.

- **By-Laws**
 - Follow up from 2nd Quarter Meeting Minutes. Ensure “Dissolution Clause” in By-Laws.
 - Need to take assets and donate to another nonprofit organization.
 - Mr. Lamphere to look at prior Bylaws to see if this clause was listed. If present, will be added to Bylaws.
 - **ACTION ITEM:** Final Bylaws sent to Board by Friday October 16, 2020. By-Laws Committee Chair Randy Solly, Mr. Lamphere, and Ms. Pierce to finalize.
 - Open Board Vote on October 23, 2020.
 - E-Vote by October 28, 2020.
 - Allow a few days of comments following vote.
 - Close vote on October 31, 2020.
 - Following state approval will need to get approval by AARC and AARC Board by March/April 2021.

- **Treasurer:**
 - Mr. Lamphere reviewed the Budget Report.
 - AARC Revenue Sharing, Educational Events, Miscellaneous.
 - Above in AARC Revenue Sharing, Approximately \$600.
 - Educational Events down approximately 50% what was budgeted, however not as bad as initially anticipated at 2nd Quarter Meeting.
 - Sleep Webinar is going to be a loss, due to accreditation cost.
 - Budgeted Net Profit YTD is currently \$49,000 under budgeted profit
 - Budgeted Expense YTD is also below profit. Fixed expenses (contracts, etc.) are as budgeted but variable expenses are \$15,000 under budget.
 - Checking, savings and investment balances were reviewed.
 - **Per ACTION ITEM:** Mr. Pavlichko has two vendors who are interested in helping with PSRC. Hamilton Medical and Vapotherm have approached Mr. Pavlichko. Per Mr. Lamphere asked to table this discussion until next Budget approval. Mr. Lamphere has added Vendor support in Budget 2021.

- **Elections:**
 - Mr. Lamphere noted that between 360-410 PSRC members have voted each year over last 4 years and this year was no exception. Pretty consistent turn out for elections.
 - Results (NOTE - no other write in candidate had > 1 vote for any position)
 - **President – Mr Pavlichko**
 - **Vice President – Ms Napolitano**
 - **Secretary - Linda Cornman**
 - **Delegate – Ms. Varcelotti**
 - **West District Director – Christine Gluvna**
 - **Central District Director – Kathryn Shull**
 - **East District Director – Melissa Thornborough**

- Continue and revise PSRC “All-in-One” continuing education program. Would include all licensure credits.
 - \$200 for two years.
 - Include discounted membership into a higher fee option
 - Possibly attract other states to participate, especially neighboring states.
 - Need to lock in early, since PSRC may be in competition with other states or corporations.
 - Possibly charge students \$50 for two years of educational content.
 - Ms. Gluvna suggested if both Program Directors and Director of Clinical Education purchase the “All In One” program for themselves, then allow students to attend lectures for free.
 - Ms. Napolitano recommended students must be members.
 - Ms. Pierce not in favor of free lectures to students.

- Vendor Sponsorship for Webinars. Possibly \$500/month from vendors.
- Proposed 2021-2022 budgets were reviewed by Board.
- Mr. Pavlichko mentioned a vendor sponsor for LARS project.
- ***Mr. Roberts made a motion to approve 2021-2022 budget, Ms. Cornman seconded motion. A vote was taken and motion unanimously approved.***

- Vendor Fair (Late 2021)
 - Ms. Pierce reviewed the idea for a Vendor Fair as a fundraiser for 2021.
 - Cheap venue; fire hall, barn.
 - Vendors will pay booth fee.
 - All-in-one members will receive a free ticket. Sell tickets to those not holding All-in-One fee.
 - Possibly carnival-style to raise money. Fun, social event.
 - Raffle tickets

10. Meeting Adjournment

- There being no further business, *at 4:45 am Mr. Conrad made a motion to adjourn the meeting. Mr Salyer seconded motion. A vote was taken and the motion carried unanimously.*